

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

J. DAVID SMITH
Solicitor

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
Tuesday March 2, 2021
10:00 A.M.**

Present:

**Commissioner Metzger
Commissioner Mussare
Commissioner Mirabito- via phone
Director McDermott
Solicitor Smith- Via Phone**

OPERATIONS : Opening Prayer and Pledge of Allegiance led by Mr. Metzger.

1.0 OPERATIONS

- 1.1 Opening Prayer
- 1.2 Pledge of Allegiance
- 1.3 Convene Commissioners' Public Meeting
- 1.4 Approve the Minutes of the Previous Meeting

Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.

- 1.5 Public Comment (Agenda Items Only) Todd Lauer from Jersey Shore. Spoke about 2.0- Construction of flood wall.

2.0 BID OPENINGS

Nicki Gottschall- Bid openings for the following two projects.

- 2nd Quarter Food Products
- Construction of Flood Wall

3.0 EMPOYEE SERVICE AWARDS- Pins were presented.

Holly Thomas 1/14/01 Clerk of Courts 20 Years

Brandy Lechette 2/6/11 Prothonotary 10 Years

4.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Nicki Gottschall – Approve the following cash requirement report(s):

4.1 Nicki Gottschall- Approve accounts payable Cash Requirements Report through March 10, 2021 for payment March 3, 2021 in the amount of \$819,942.95.

Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.

5.0 PERSONNEL ACTIONS

Roxanne Grieco – Approve the following personnel action(s):

Mr. Mirabito moved to approve all. Mr. Mussare 2nd the motion. Approved 3-0.

5.1 Coroner– Alexis M. Martin, Full-Time New Position, Paygrade 7, \$18.26/ Hourly. Effective 3/8/21.

5.2 Maintenance– Gregory J. Costa, Full-Time Replacement/Promotion, Maintenance III, Paygrade 8, \$22.50/ Hourly. Effective 3/7/21.

5.3 Public Safety- Jeffrey L. Hutchins, Full-Time Reclassification, Director of Public Safety, Paygrade 14, \$86,112.60/Salary. Effective 3/7/21.

5.4 DPS-EMS- William D. Miller, Full-Time Replacement, EMS Regional Field Coordinator, Paygrade 7, \$35,642.46/Salary. Effective 3/15/21.

5.5 Vote on the personnel actions processed in the month of February 2021.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

Recess Commissioners' Public Meeting

6.0 SALARY BOARD ACTIONS

Roxanne Grieco – Approve update to the following salary schedule(s):

Ms. Gottschall moved to approve. Mr. Mussare 2nd the motion. Approved 4-0.

6.1 Vote on set of updated special detectives for the DUI center

6.2 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

7.0 ACTION ITEMS

7.1 Mya Toon- Vote on Amendment to Professional Services & Administrative Agreement with SEDA-COG.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.2 Mya Toon- Vote on Assignment Acknowledgment Agreement with T&E Enterprise of PA, LLC and BBLB.

Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.

7.3 Mya Toon- Vote on purchase of a court bench with Pennsylvania Corrections Industries in the amount of \$10,467.35. 2021 Budgeted item.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.4 Mya Toon- Vote on purchase of materials for doors and door frames with Lezzer Lumber in the amount of \$17,460.00. 2021 Budgeted item.

Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.

7.5 Jason Yorks- Recommend award to Green Machine Sales, LLC for the Replacement Steel Apron Pan Belt Conveyor System and the addition of Steel Chutes at the County's Transfer Station Facility in the amount of \$225,270.00. 2021 Budgeted item.

Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.

7.6 Jason Yorks- Vote on purchase of a plastics perforator with Green Machine in the amount of \$85,450.00.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.7 Scott Konkle- Vote on Decommissioning Agreement with Piatt Township.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.8 Shannon Rossman- Vote on Work Order #3 with Wood Environment & Infrastructure Solutions, Inc in the amount of \$497,499.80.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

- 7.9 Shannon Rossman- Vote on Grant & Monitoring Agreement with Williamsport Municipal Water Authority in the amount of \$31,938.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.10 Tom Heap- Vote on Mast Agreement with Telesoft Inc. 2021 Budgeted item.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 7.11 Tom Heap- Vote on Addendum A to Master Agreement with Telesoft, Inc. in the amount of \$167,109.00. 2021 Budgeted item.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 7.12 Matthew McDermott- Vote on Resolution with the County Commissioners Association of Pennsylvania.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.13 Brandon Ball- Vote on Subrecipient Agreement with STEP, Inc. for the Homes-In-Need Program in the amount of \$250,000.00.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 7.14 Brandon Ball- Vote on Subrecipient Agreement with STEP, Inc. for the Supportive Housing Program in the amount of \$245,000.00.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 7.15 Brandon Ball- Vote on Subrecipient Agreement with American Rescue Workers for rental assistance program in the amount of \$100,000.00.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 7.16 Brandon Ball- Vote on Subrecipient Agreement with STEP, Inc 2020 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Fund in the amount of \$25,000.00.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 7.17 Jerry Kennedy- Vote on Agreement with LegalEdge Software in the amount of \$16,100.00. 2021 Budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.18 Matthew McDermott- Vote on contract with Vitality.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

8.0 COMMISSIONER COMMENT

Mr. Metzger is excited about the future of ShopVac. He met with the company that purchased ShopVac.

Mr. Mussare commented on his disappointment in Senator Toomey and being unwilling to write a letter of support for the Airport. He also thanks Senator Casey, Keller and Yaw for the support.

Mr. Mussare also commented on the taxing of gasoline.

9.0 PUBLIC COMMENT:

John Shireman, Jersey Shore- Directed question to Mr. Mussare about Budget and has it increased since being in office as Commissioner. Mr. Mussare said, it has gone up and down.

He also thanked Geisinger for how they are handling the process of issuing the vaccines.

Todd Lauer, Jersey Shore- Discussed the \$5.00 registration fee to repair bridges. Asked question about 18 vs 17 bridges. The Commissioners explained that it is now 17 bridges because one municipality did not want to participate.

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Tuesday March 9, 2021 at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

****Please refer to video recording of meeting for more detailed information.**

<https://www.youtube.com/channel/UCSRDCV2YEbfonPDRfPMnEuw/videos>