

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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COUNTY of LYCOMING
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
Tuesday July 20, 2021
10:00 A.M.**

Present:

**Commissioner Metzger
Commissioner Mussare
Commissioner Mirabito
Director McDermott
Solicitor Wiley**

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

1.5 Public Comment (Agenda Items Only) **None**

1.6 Employee Service Awards:

Mark Anderson- Assessment- 10 years

Cody Beck- Prison- 10 years

Scott Konkle Receiving Retirement Clock -35 years

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 07/28/2021 to be paid on 07/21/2021 in the amount of \$1,421,330.46.

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

3.0 PERSONNEL ACTIONS

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

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

- 3.1 RMS-Transfer Station- Justin Kontz, Full-Time Replacement/Promotion, Transfer Station Supervisor, Paygrade 7, \$19.84/ hourly. Effective: 7/25/21.
- 3.2 District Attorney- Gwendeleen Brion- Full-Time Replacement, Paralegal, Paygrade 6, \$16.76/Hourly. Effective: 8/2/21.
- 3.3 Adult Probation- Calla Buffington- Full-Time Replacement, Clerk III, Paygrade 4, \$14.09/Hourly. Effective: 7/26/21.
- 3.4 Prison- Christopher R. Page- Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.46/Hourly. Effective 8/1/21.

4.0 INFORMATION ITEMS

- 4.1 Mya Toon- Acknowledge the County will be requesting bids for a paving project at 2107 Lycoming Creek Road, Williamsport, PA 17701.
- 4.2 Mya Toon- Acknowledge Invitation to Bid for Food Products.
- 4.3 Mya Toon- Acknowledge the County will be requesting proposals for the production and delivery of absentee ballots and mail-in ballots to support election operations.
- 4.4 Kristin McLaughlin- Acknowledge the FFY 2021 CDBG Project Review.

5.0 ACTION ITEMS

- 5.1 Mya Toon- Vote on 2nd Addendum to the MOU between Lycoming County and Pennsylvania College of Technology.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.2 Jerry Kennedy- Vote on RMS Network and Telephone Infrastructure Upgrade.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.3 Ken George- Vote on Amendment to Agreement TurnKey Construction-flood wall in the amount of \$800.00. 2021 Budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

- 5.4 Jason Yorks- Vote on purchase 2015 Cat Water Truck in the amount of \$239,000.00. 2021 budgeted item.
Mr. Mussare moved to table. Mr. Mirabito 2nd the motion. Tabled 3-0.
- 5.5 Jason Yorks- Vote on Purchase of 2021 Cat Telehandler in the amount of \$166,425.00. 2021 budgeted item.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 5.6 Jason Yorks- Vote on Purchase of Caterpillar D8T Dozer in the amount of \$338,695.00. Not 2021 budgeted item. 2022 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.7 Kristin McLaughlin- Vote on FFY 2020 CDBG-CV Subrecipient Agreement in the amount of \$55,000.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.8 Kristin McLaughlin- Vote on FFY 2020 CDBG-CV Subrecipient Agreement in the amount of \$19,776.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.9 Kristin McLaughlin- Vote on FFY 2020 PSA in the amount of \$117,800.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.10 Kristin McLaughlin- Vote on FFY 2018 SEDA-COG PSA Amendment 3 in the amount of \$108,120.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.11 Kristin McLaughlin- Vote on Lycoming County Housing Authority - MOU Environmental Reviews 2022-2026.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 5.12 Kristin McLaughlin- Vote on FFY2020 CDBG-CV Subrecipient Agreement in the amount of \$55,583.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

6.0 COMMISSIONER COMMENT

Mr. Metzger commented in regards to recycling in Lycoming County & illegal dumping. Asks the public to report any illegal activities to the authorities. Don't approach the individuals, just get their License number and call the police.

Mr. Mirabito spoke about the Center for Rural PA in regards to helping Rural PA. They are making us aware of what's going on. Senator Yaw agreed to a hearing in regards to MSA's change and how it will affect the funds. Good news- It's not going up! It's staying at \$50,000.00.

7.0 PUBLIC COMMENT- None

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Tuesday July 27, 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/UCSRDCV2Y
EbfonPDRfPMnEuw/videos](https://www.youtube.com/channel/UCSRDCV2YEbfonPDRfPMnEuw/videos)