

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary

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COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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 September 21, 2021
10:00 A.M.**

Present:

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

- 1.5 Public Comment (Agenda Items Only) None
- 1.6 Proclamation to be presented to Marcus Kohl – DEP

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens-- Approve accounts payable cash requirements report for invoices due through 09/29/2021 to be paid on 09/22/2021 in the amount of \$787,357.76.

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

3.0 TDA ACTIONS

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

Roxanne Grieco – Approve update to the TDA Report

3.1 RMS- Operations

Create two (2) Equipment Operator positions, paygrades 5/6.

3.2 Information Services

Reclassify one (1) Network Engineer, paygrades 8/9 to one (1) PC Technician, paygrades 7/8.

Recess Commissioners Meeting for the Salary Board

4.0 SALARY BOARD

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

4.1 RMS- Operations

Create two (2) Equipment Operator positions, paygrades 5/6.

4.2 Information Services

Reclassify one (1) Network Engineer, paygrades 8/9 to one (1) PC Technician, paygrades 7/8.

Ms. Rogers moved to approve. Mr. Mirabito 2nd the motion. Approved 4-0.

4.3 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

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

5.1 Controller- Kelsey I. Dowling, Full-Time Replacement, Administrative Specialist, Paygrade 6, \$16.76/Hourly. Effective: 9/20/21.

Mr. Mirabito moved to approve. Mr. Metzger 2nd the motion. Approved 2-1.

5.2 Pre-Release- Morgan Stone, Full-Time Replacement, Resident Supervisor, Paygrade 5, \$15.37/Hourly. Effective: 9/27/21.

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

5.3 Prison- Rachel E. Fox, Full-Time Replacement, LPN, Paygrade 6, \$23.00/Hourly. Effective: 10/4/21.

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

6.0 INFORMATION ITEMS

Mya Toon- Acknowledge the County will be re-requesting proposals for Printing of Absentee Ballots and Mail-In Ballots.

7.0 ACTION ITEMS

7.1 Mya Toon- Acknowledge the award of additional/second round of Emergency Rental Assistance Program (ERAP-2) grant funds in the amount of \$2,361,659.35.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.2 Mya Toon- Vote to approve Amendment to Agreement with STEP Inc. to administer ERAP fund.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.3 Mya Toon- Recommend to reject all proposals for Printing of Absentee Ballots and Mail-In Ballots.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.4 Mya Toon- Vote to approve Subrecipient Agreement with SEDA-COG for 4-County Broadband Project.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.5 Mya Toon- Vote to award ITB for Flood Mitigation, Acquisition & Demolition Project to Smart Recycling Inc.
Mr. Mirabito moved to table the item. Mr. Mussare 2nd the motion. Tabled 3-0.

7.6 Mark Anderson- Vote on contract with McCormick Law Firm.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.7 Jason Yorks- Vote on the purchase of the 2015 Cat Water Truck in the amount of \$239,000.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.8 Ken George- Vote on agreement with Smith Detection in the amount of \$3,941.20/year for 5 years-total \$19,706.00. 2021-2026 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

- 7.9 Ken George- Vote on agreement with Robinson Concrete in the amount of \$17,500.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.10 Nancy Ackley- Vote on agreement for CCYSB Centre County Youth Services Bureau 2021-2022.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.11 Kristin McLaughlin- Vote on Center for Independent Living of Northcentral PA CDBG FFY18 Subrecipient Agreement in the amount of \$100,000.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.12 Kristin McLaughlin- Vote on CDBG FFY2018 Budget Revision.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.13 Kristin McLaughlin- Vote on CDBG Procurement Policy.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.14 Matthew McDermott- Vote on appointment for Airport Authority. Krista Paternostro-Bower.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

8.0 COMMISSIONER COMMENT

Mr. Mirabito wanted to recognize 9/21/21 as International Peace Day. He asks that everyone take time to go to the monument on Pine Street and reflect.

9.0 PUBLIC COMMENT

Krista Rogers- Wanted to bring attention to the new candidate for the Airport Authority. She believes she is an excellent candidate and bring a lot to the community.

In regards to item 5.1- Reminding the Board of Commissioners of the County Code Section 16-20.

- 10.0 NEXT SCHEDULED MEETING** The next Commissioners Public Meeting will be held on Tuesday September 28, 2021 at 10:00A.M. in the Commissioner's Board 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>

Proclamation of Appreciation
for
Marcus Kohl

WHEREAS, Marcus Kohl began his state government career on September 5, 2001 and has worked for the Department of Environmental Protection (DEP) since March 11, 2002; and

WHEREAS, in 2012 he was appointed to Regional Director of the North-Central Region serving Lycoming and 13 other counties; and

WHEREAS, in 2012 when DEP's budget was limited, Marcus and his entire staff at DEP had the arduous task of keeping Pennsylvania's pristine natural resources, clean and safe from an evolving natural gas industry; and

WHEREAS, Marcus was always willing to walk into the lions den to tackle difficult compliance issues with our constituents with understanding and compassion without compromising DEP's mission statement.

NOW THEREFORE, the Lycoming County Board of Commissioners wish to recognize and thank Marcus Kohl for his commitment to our environment and sincerely wish you continued health, happiness, prosperity and success in all of your future endeavors and set this day of September 21, 2021 as Marcus Kohl day in Lycoming County.

Lycoming County Commissioners



Scott L. Metzger, Chairman



Tony R. Mussare, Vice Chairman



Richard Mirabito, Secretary



