

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 June 8, 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

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens – Approve accounts payable cash requirements report for invoices due through 06/16/2021 to be paid on 06/09/2021 in the amount of \$487,038.59.

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):

3.1 Vote on personnel actions that were processed in the month of May 2021.

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

3.2 DPS-Communications- Tyler C. Landis, Full-Time Replacement Addressing Coordinator/ GIS Specialist. Paygrade 8, \$41,529.60/Salary/ Effective 6/14/21.

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

3.3 Veterans Affairs- James M. Mitchley, Full-Time Reclassification Veteran Affairs Assistant, Paygrade 7, \$18.31/Hourly. Effective 6/13/21.

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

4.0 TDA ACTION

Roxanne Grieco – Approve update to the TDA Report:

4.1 Maintenance:

- Create one (1) Temporary PT Electrician, Paygrade 11.

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

Recess Commissioners' Public Meeting

5.0 SALARY BOARD ACTIONS

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

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

5.1 Maintenance: Create one (1) Temporary PT Electrician, Paygrade 11.

5.2 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

6.0 REPORTS/INFORMATION ITEMS

- 6.1 Jason Yorks- Acknowledge the Upper Fairfield Township recycling drop off site is closing.
- 6.2 Jason Yorks- Acknowledge the LCRMS will be going out to bid for the Landfill Gas Well, Liquid Pumps, and Air Compressor Project.

7.0 ACTION ITEMS

- 7.1 Matthew McDermott- Vote on appointment of Dr. Grace Shu as Lycoming County International Affairs Director. She will receive no pay.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.2 Mya Toon - Vote on Lycoming County FY 2021-2022 Medical Assistance Transportation Program Participation Grant Agreement and Assurance of Compliance.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.3 Mya Toon- Vote on Emergency Management Performance Grant (EMPG) FFY 2021 Grant Application in the amount of \$227,842.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.4 Mya Toon- Vote to amend lease agreement with the US Department of Agriculture in the amount of \$45,148.00 annually/\$3,762.33 monthly. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.5 Mya Toon- Vote on Architectural & Engineering Design Services Agreement with the Palumbo Group Architects, Engineers & Interior Designers in the amount of \$89,400.00. Not a 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.6 Mya Toon- Vote on PCCD Project Modification Request for the Victim Witness Services grant.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.7 Mya Toon- Vote on funding assistance for Muncy Township building in the amount of \$25,000.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.8 Mya Toon- Vote on funding assistance for Muncy WB Konkle Memorial Library in the amount of \$50,000.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

- 7.9 Ken George- Vote on Agreement with Monitronics International a/b/d Brinks Home Security, Inc. in the amount of \$32,082.20. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.10 Beth Baylor- Vote on Hughesville Borough Authority Agreement in the amount of \$500.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.11 Beth Baylor- Vote on Improvement Guarantee Agreement with Piatt Township in the amount of \$139,809.23. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.12 Jason Yorks- Vote on DEP 902 Municipal Recycling Program Grant Agreement in the amount not to exceed \$349,485.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.13 Jason Yorks- Vote on minor permit modification to the existing solid waste permit.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.14 Jason Yorks- Vote on the purchase of carbonate scale control from General Products and Supply, Inc. in the amount of \$11,583.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.0 **COMMISSIONER COMMENT- Commissioners' had a discussion in regards to the Pride Month display at the Library. Mr. Metzger & Mr. Mussare believe the display should be moved from the Childrens section of the Library. They are not saying to removed the books all together. They are asking that the books not be displayed. Mr. Mirabito agrees that this is complicated times. However, the books aren't hurting anything.**
- 9.0 **PUBLIC COMMENT- None**
- 10.0 **NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Tuesday June 15, 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>