

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
48 WEST THIRD STREET
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
Tuesday November 09, 2021
10:00 A.M.**

Present:

**Commissioner Metzger
Commissioner Mussare- Via phone
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 Krista Rogers- Asking the Commissioners to remember **Fiscal responsibility.**

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 11/17/2021 to be paid on 11/10/2021 in the amount of \$490,736.63.

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

3.0 TDA ACTIONS

Roxanne Grieco – Approve update to the TDA Report

3.1 Budget & Finance-

Reclassify Administrative Specialist, paygrade 5/6 to Junior Accountant, paygrade 7.
Effective: 10/31/21

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

Recess Commissioners Meeting for the Salary Board

4.0 SALARY BOARD

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

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-1.

4.1 Budget & Finance-

Reclassify Administrative Specialist, paygrade 5/6 to Junior Accountant, paygrade 7.
Effective: 10/31/21

4.2 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

5.0 PERSONNEL ACTIONS

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

5.1 Budget & Finance- Michele M. McDermott, Full-Time Reclassification Junior Accountant, Paygrade 7, \$40,500.68/Salary. Effective: 11/14/21.

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

5.2 District Attorney- Assistant County Detective, Administrative Change remains part-time, Paygrade PAD, \$23,66725/Hourly. Effective: 10/17/21.

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

5.3 Budget & Finance- Lori Weston, Full-Time Replacement Lead Fiscal Technician, Paygrade 7, \$25.07/Hourly. Effective: 11/14/21.

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

5.4 Facilities Management- Mark F. Bennardi, Full-Time Reclassification Maintenance Manager, Paygrade 10, \$58,725.00/Salary. Effective: 10/31/21.

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

5.5 Facilities Management- Nathan T. Tucker, Full-Time Reclassification Maintenance III. Paygrade 8, \$23.00/Hourly. Effective: 10/31/21.

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

5.6 Facilities Management- Gregory J. Costa, Full-Time Reclassification Maintenance III. Paygrade 8, \$24.00/Hourly. Effective: 10/31/21.

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

5.7 Facilities Management- Joseph A. Kyle, Full-Time Reclassification Maintenance Supervisor. Paygrade 9, \$27.00/Hourly. Effective: 10/31/21.

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

5.8 Facilities Management- Todd Marino, Full-Time Replacement Maintenance III-HVAC. Paygrade 8, \$23.00/Hourly. Effective: 11/14/21.

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

5.9 Domestic Relations- Greta L. Davis, Full-Time Replacement Domestic Relations Attorney, Paygrade 11, \$59,151.32/Salary. Effective: 11/14/21.

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

5.10 Domestic Relations- Sue A. Clayton, Full-Time Promotion/Replacement Deputy DRO, Paygrade 11, \$60,799.32/Salary. Effective: 11/14/21.

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

5.11 DPS-Communications- Tyler A. Fetterman, Part-Time Replacement Telecommunicator II, Paygrade 7, \$18.00/Hourly, not to exceed 1000 hours annually. Effective: 11/14/21.

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

5.12 DPS-Communications- Katie DeSanto, Full-Time Reclassification Telecommunicator II, Paygrade 7, \$18.48/Hourly/ Effective: 11/14/21.

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

5.13 Planning & Community Development- William I. Clees, Full-Time Replacement Natural Resource Planner, Paygrade 8, \$38,933.97/Salary. Effective: 11/15/21.

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

5.14 Planning & Community Development- Sherrie L. Hook, Full-Time Replacement Clerk IV, Paygrade 5, \$18.16/Hourly. Effective: 11/14/21.

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

5.15 RMS-Transfer Station- Anthony Mitchell, Full-Time New Position Truck Driver, Paygrade 6, \$18.00/Hourly. Effective: 11/15/21.

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

5.16 Adult Probation- Riley M. Thomas, Full-Time Reclassification, Adult Probation Officer, Paygrade APO, \$21.95/Hourly. Effective: 11/14/21.

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

Recess Commissioners Meeting for the Zoning Hearing

6.0 PUBLIC HEARING

Mark Haas- Proposed Zoning Map Amendment for Limestone Township

Reconvene Commissioners' Public Meeting

Mark Haas- Vote on the Proposed Zoning Map Amendment for Limestone Township.

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

Recess Commissioners Meeting for the Board of Assessments

7.0 BOARD OF ASSESSMENT REVISIONS

Brooke Wright-

Certifying the tax rolls for 2022

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

Taxable Parcels – 51977 Assessment – 5,754,958,921

Exempt Parcels - 2058 Assessment – 1,025,971,130

Totals Parcels - 54035 Assessment – 6,780,930,051

Reconvene Commissioners' Public Meeting

8.0 ACTION ITEMS

- 8.1 Roxanne Grieco- Vote on personnel actions processed in the month of October 2021.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.2 Brooke Wright- Vote on agreement with Pictometry International Corp – Amount is \$688,251.35 spread over 7 years from 2021 - 2027.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.3 Ken George- Vote on 2. Amendment to contract for Fire/Security at 2107 Lycoming Creek Road-Solomon Bldg in the amount of \$392.86. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.4 Dave Goodwin- Vote on Juvenile Probation Services Grant Award Notification/Invoice.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.5 Dave Goodwin- Vote on agreement with Chor Youth and Family Services.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.6 Christopher Ebner- Vote on 2021-2022 CJAB T-A and Training Grant Application FY2021-2022.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.7 Shannon Rossman- Vote to approve Keystone Communities Program Grant Agreement with DCED for the Timber Run Industrial Park Project in the amount of \$500,000.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.8 Matthew McDermott- Vote to approve Program Management Agreement for The Emergency Food Assistance Program (TEFAP) with the Pennsylvania Department of Agriculture.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.9 John Lavelle- Vote to Approve HMGP 4267 Grant Agreement Replacement.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.10 Jenny Picciano- Vote to Approve submission of 2021 PHARE Grant application to PHFA for seven projects in the amount of \$952,534.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.11 Jason Yorks- Vote to approve the 2022 Rate Sheets for the Landfill and Transfer Station.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.12 Jason Yorks- Vote to approval the purchase 2021 Cat 450 Backhoe Loader for the Transfer Station in the amount of \$149,945.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

- 8.13 Jason Yorks- Vote to approve the purchase of 2021 Cat 725 Haul truck in the amount of \$310,216.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.14 Jason Yorks- Vote to approval the purchase of Motorola Radio Repeater System in the amount of \$75,115.45. 2022 Budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.15 Jason Yorks- Vote to approve the rental agreement for a Cat D8 Dozer to be used on an as needed basis as a spare. Budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.16 Rodney Morehart- Vote on Nutrient credit contract with Knouse Foods.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.17 Rodney Morehart- Vote on Nutrient credit contract with Republic Services.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.18 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Wayne & Ruth Vandine.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.19 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Theodore & Tracey Barbour.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.20 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Bishcroft Farm, LLC.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.21 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Charles Bosch.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.22 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Ernest Brown.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.23 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Evan & Amy Brown.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.24 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Mary Buddendorf & James McCoy.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.25 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Bernard & Diane Dincher.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

- 8.26 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Bradley Gavitt.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.27 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Glade Run Farms, LLC.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.28 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with John & Wanda Harvey.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.29 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with JRT Farms.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.30 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Patricia & Cameron Koons.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.31 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Harold & Joan London.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.32 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Lost Brook Farms, Inc.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.33 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Richard & Karen Mowery.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.34 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Russell & Marie Reitz.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.35 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Harry & Diana Rogers.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.36 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Schrack Farms Resources.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.37 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Michael & Vanessa Sherman.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.38 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Jeremie Snyder.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

8.39 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Thomas & Daisy Styer.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

8.40 Rodney Morehart- Vote on Lycoming Nutrient Trading Contract with Charles & Bonnie Ulmer.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

9.0 COMMISSIONER COMMENT

Mr. Mirabito is asking the public for their opinion in regards to the incentive program and giving West Company an additional \$500,000.00. Call or email the Commissioners' office.

10.0 PUBLIC COMMENT

Please see the video recording.

11.0 NEXT SCHEDULED MEETING The next Commissioners Public Meeting will be held on Tuesday November 16, 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>