

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*

---

Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

---

[www.lyco.org](http://www.lyco.org)  
[county.commissioners@lyco.org](mailto:county.commissioners@lyco.org)

**LYCOMING COUNTY BOARD OF COMMISSIONERS  
WORK SESSION MINUTES  
Tuesday September 14, 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 2<sup>nd</sup> the motion. Approved 3-0.**

- 1.5 Public Comment (Agenda Items Only) **None**
- 1.6 Krista Rogers- Proclamation for Childhood Cancer Awareness Month

**2.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 09/22/2021 to be paid on 09/15/2021 in the amount of \$455,207.84.0151

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> 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 2<sup>nd</sup> the motion. Approved 3-0.**

- 3.1 Prison- Kevin S. Styer, Full-Time Administrative Change, Correctional Officer Relief, Paygrade CO1, \$17.46/Hourly. Effective: 9/14/21.
- 3.2 Courts-Judge Linhardt- Joseph C. Ruby, Full-Time Replacement, Law Clerk II, Paygrade 11, \$54,178.73/Salary. Effective: 10/3/21.
- 3.3 Pre-Release- Rickie Sue Berkheiser, Full-Time Replacement, Female Resident Supervisor/Cook, Paygrade 5, \$15.602783/Hourly. Effective: 9/19/21.
- 3.4 Pre-Release- Paige Emerick, Full-Time Replacement, Female Resident Supervisor, Paygrade 5, \$15.37/Hourly. Effective: 9/20/21.

**4.0 INFORMATION ITEMS**

Mya Toon- Acknowledge Rebid for Food Products.

**5.0 ACTION ITEMS**

- 5.1 Mya Toon- Vote to approve Resolution 2021- 10 for the donation of surplus property to Muncy Borough Police Department.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.2 Mya Toon- Vote to award a portion of the food products bid to Keyco Distributors.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.3 Mya Toon- Vote on contract with Centre County Correctional Facility Inmate Housing Contract.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.4 Mya Toon- Acknowledge the list of contracts approved by the Director of Administration for the month of August.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

- 5.5 Jason Yorks- Vote on Amendment to adjust labor rates to the Professional Service Agreement with Bestline.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

5.6 Jenny Picciano- Vote on STEP 2021 PHARE Subrecipient Agreement (Urgent Need Program) in the amount of \$25,000.00. 2021 Budgeted item.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

5.7 Jenny Picciano- Vote on STEP 2021 PHARE Subrecipient Agreement (Supportive Housing Program) in the amount of \$265,000.00. Budgeted item.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

5.8 Jenny Picciano- Vote on STEP 2021 PHARE Subrecipient Agreement (Homes-in-need Program) in the amount of \$225,000.00.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

5.9 Jenny Picciano- Vote on Greater Habitat for Humanity STEP 2021 PHARE Subrecipient Agreement in the amount of \$63,000.00. 2021 Budgeted item.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

**6.0 COMMISSIONER COMMENT**

**Director McDermott- There is a new link on the Commissioners' website for Authorities and Boards. The flashing link means that that board has a vacancy. You can complete that application from the link and it will be sent directly to the Commissioners' office.**

**Commissioner Mussare- Asking those that are taking the oath to Serve- Please read the oath and take it seriously.**

**He would ask everyone to read about a Veteran when he or she passes away. They served our country and its important that we don't forget.**

**Commissioner Mirabito- Is going to ask Let's End Covid committee to attend the upcoming meeting so that they can give an update on what they have been doing.**

**Commissioner Metzger- He participated in two 9-11 services over the weekend. He feels that it was wonderful to see the people come together. The stories give us hope that there is good in mankind. 9-11 brought us together... We are losing that. We need to get back to a united country.**

**7.0 PUBLIC COMMENT- NONE**

**8.0 NEXT SCHEDULED MEETING The next Commissioners Public Meeting will be held on Tuesday September 21, 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>**

# CHILDHOOD CANCER AWARENESS MONTH PROCLAMATION

Whereas, childhood cancer is the leading cause of death by disease in children, and;

Whereas, 1 in 285 children in the United States will be diagnosed by their 20th birthday, and;

Whereas, 46 children per day or 16,790 children per year are diagnosed with cancer in the U.S., and;

Whereas, there are approximately 40,000 children on active treatment at any given time, and;

Whereas, the average age of diagnosis is 6 years old, compared to 66 years for adults' cancer diagnosis, and;

Whereas, 80% of childhood cancer patients are diagnosed late and with metastatic disease, and;

Whereas, on average there's been a 0.6 percent increase in incidence per year since the mid 1970's resulting in an overall incidence increase of 24 percent over the last 40 years, and;

Whereas, two-thirds of childhood cancer patients will have chronic health conditions as a result of their treatment toxicity, with one quarter being classified as severe to life-threatening, and;

Whereas, approximately one half of childhood cancer families rate the associated financial toxicity due to out-of-pocket expenses as considerable to severe, and;

Whereas, in the last 20 years only four new drugs have been approved by the FDA to specifically treat childhood cancer, and;

Whereas, the National Cancer Institute recognizes the unique research needs of childhood cancer and the associated need for increased funding to carry this out;

Whereas, hundreds of non-profit organizations at the local and national level including the American Childhood Cancer Organization are helping children with cancer and their families cope through educational, emotional and financial support, and;

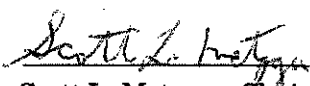
Whereas, researchers and healthcare professionals work diligently dedicating their expertise to treat and cure children with cancer, and;

Whereas, too many children are affected by this deadly disease and more must be done to raise awareness and find a cure.

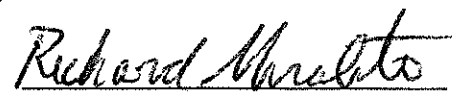
Now therefore, We, the Commissioners, of Lycoming County, Pennsylvania do hereby proclaim September 2021 as Childhood Cancer Awareness Month in Lycoming County.

We encourage all Americans to observe Childhood Cancer Awareness Month and support this cause that so deeply impacts families in every community across our country.

Lycoming County Commissioners

  
Scott L. Metzger, Chairman

  
Tony R. Mussare, Vice Chairman

  
Richard Mirabito, Secretary

# *Team Tink and* **Lycoming County Commissioners** *Go Gold<sup>®</sup> for Childhood Cancer*

## *Olivia's Victory*

Meet Olivia, a dynamic and determined 15-year old who loves theater and softball. In 2017, Olivia was diagnosed with Acute Lymphoblastic Leukemia, a common but dangerous childhood blood cancer.

In the autumn of 2019, Olivia rang the bell on her cancer treatment and has been thriving ever since.

*1 in 285 children in the United States will be diagnosed with cancer before their 20th birthday.*

Now, in the September of 2021, The Lycoming County Commissioners will proclaim the month of September to be Childhood Cancer Awareness Month. It's a victory not just for Olivia, but for the countless other brave kids who face a crushing diagnosis that even adults struggle with.

*Your donation can make a real difference for kids like Olivia.*

Hi, I'm Cozy the cat!  
You can donate online using  
the QR or link below!



[give.acco.org/TeamTinkGoesGold](https://give.acco.org/TeamTinkGoesGold)

