

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 January 19, 2021
10:00 A.M.**

Present:

Commissioner Metzger

Commissioner Mussare

Commissioner Mirabito- via phone

Director McDermott

Solicitor Smith- Via Phone

OPERATIONS : Opening Prayer and Pledge of Allegiance led by Mr. Metzger.

1.0

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

Nicki Gottschall – Approve the following cash requirement report(s):

2.1 Nicki Gottschall- Approve accounts payable cash requirement report through January 27, 2021, for payment on January 20, 2021 upon review and approval by the Commissioners.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0. Contingent of Commissioners review.

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 DPS Communications – Barry Hutchins, Part-Time New Position, not to exceed 1000 hours annually. Temporary GIS Special Projects, Paygrade 11, \$35.37/Hourly. Effective 2/1/21.

3.2 DPS Communications – Katie J. DeSanto, Full-Time Replacement, Telecommunicator I- WOE, Paygrade 6, \$16.76/Hourly. Effective 1/25/21.

3.3 DPS Communications – Kristy M. Warner, Full-Time Replacement, Telecommunicator I- WOE, Paygrade 6, \$16.76/ Hourly. Effective 2/1/21.

3.4 Information Services- Taylor C. Pearson, Full-Time Replacement, Clerk III/Floater, Paygrade 4, \$14.09/Hourly. Effective 1/25/21.

3.5 Courts- MDJ Whiteman- Ericka M. Chopick, Full-Time lateral move, Clerk III, Paygrade 4, \$15.637089/Hourly. Effective 2/7/21.

3.6 Courts- MDJ Frey- Lindsay S. Collins, Full-Time Replacement, Clerk III, Paygrade 4, \$14.09/ Hourly. Effective 1/25/21.

3.7 Prison- Coral R. Bloom, Full-Time Replacement, LPN, Paygrade 6, \$23.00/Hourly. Effective 2/1/21.

3.8 DPS Communication- Ashley Deitrick, Full-Time /Promotion, Clerk III, Paygrade 8, \$22.29/Hourly. Effective 1/24/21.

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

Roxanne Grieco – Approve update to the TDA Report:

4.1 DPS Communication

- Create one (1) PT Temporary GIS Special Projects position, Paygrade 11.

Recess Commissioners' Public Meeting

5.0 SALARY BOARD ACTIONS

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

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

5.1 DPS Communication: Create one (1) PT Temporary GIS Special Projects position, Paygrade 11.

5.2 Adjourn Salary Board Actions

Reconvene Commissioners' Public Meeting

6.0 REPORTS/INFORMATION ITEMS

6.1 Mya Toon- Acknowledge the County is requesting sealed bids for Flood Mitigation, Acquisition & Demolition Projects.

6.2 Mya Toon- RFP for Copier Equipment and Full Service Copier Maintenance & Repair.

6.3 Mya Toon- Acknowledge the County is requesting proposals for (5) prefabricated shelters.

6.4 Mya Toon- Acknowledge the County is requesting proposals for (2) 250-foot communication towers.

6.5 Mya Toon- Acknowledge the County is requesting bids for food products.

6.6 Director McDermott- Appointment of Commissioner Representative and Additional Representative for SEDA-COG Board of Directors.

7.0 ACTION ITEMS

7.1 Mya Toon - Vote on Lease Agreement with Greevy and Taylor in the amount of \$1,000 month/\$12,000 annually. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

- 7.2 Scott Konkle - Vote on Agreement with Keystone Communications, LLC for preventative maintenance services in the amount of \$79,800.00. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.3 Jason Yorks- Vote on the purchase quote with Penn Power Group for a transmission replacement to Trac-16 for RMS in the amount of \$17024.72. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 7.4 Jason Yorks- Vote on Agreement with CH Reed, Inc. for preventative maintenance & repair and emergency repairs on certified equipment and machines at RMS. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.5 Jason Yorks- Vote on Amendment to Agreement Meiser & Earl. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.6 Mark Egly- Vote on Agreement with Adelphoi Village, Inc. for foster care and residential care services in the amounts of \$ 78.79/day to \$315.21/day. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.7 Mark Egly- Vote on Agreement with Justice Works YouthCare Inc. for community based in-home services in the amounts of \$62.00/hr. to \$82.00/hr. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.8 Mark Egly- Vote on Agreement with Dwell Lycoming County to provide trauma training and supportive services for local foster care families not to exceed \$35,000. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.9 Mark Egly- Vote on Agreement with Greevy and Taylor Law Office to serve as substitute solicitor on an as-needed basis for Lycoming County Children and Youth Services with a rate of \$120/hour. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 7.10 Kristin McLaughlin- Vote on CDBG FFY 2017, 2018, 2019, 2020 Budget Revision. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

8.0 COMMISSIONER COMMENT

Mr. Metzger: Wants to make announcement that we are Developing COVID-19 Vaccine Task Force. Which should become the vehicle to disseminate all changes associated with the PA Interim Vaccine Plan and a county wide point of vaccine information distribution to our residents. He believes that we can't be micro-managed anymore. We need to take care of this ourselves so we can move forward.

9.0 PUBLIC COMMENT:

MCGREENE:

- Asking about having the podium moved so the speaker can be seen on the camera.

Jodi Baney:

- Commented that it would be nice to see the people speaking.

Director McDermott spoke addressed both comments- We are still working on it. There are special considerations like, privacy and researching new equipment.

10.0 NEXT SCHEDULED MEETING – All Items were voted on today. There will be no meeting on Thursday 1/21/21.

The next Commissioners Public Meeting will be held on Tuesday January 26, 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>