

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  
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**LYCOMING COUNTY BOARD OF COMMISSIONERS  
WORK SESSION MINUTES  
Tuesday February 2, 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 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**

**2.0 Bid Openings- Nicki Gottschall- Via phone - for the Replacement Belt Conveyor System & Chute - One bid opened.**

### **3.0 ACCOUNTS PAYABLE CASH REQUIREMENT**

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

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

- 3.1 Nicki Gottschall- Approve accounts payable Cash Requirements Report through February 10, 2021 for payment February 3, 2021 in the amount of \$2,727,196.22.

### **4.0 PERSONNEL ACTIONS**

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

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

- 4.1 DA-Central Processing Center – Jodie M. Fagnano, Part-Time New Position, not to exceed 1000 hours annually. Central Processing Officer, Paygrade CPO, \$18.34/ Hourly. Effective 2/2/21.
- 4.2 Courts- MDJ Biichle- Amber Sakiadis, Full-Time Replacement, Clerk III, Paygrade 4, \$14.09/Hourly. Effective 2/15/21.
- 4.3 DPS- Communication- Logan W. Laidacker, Full-Time/Change in paygrade only, Paygrade 9, \$24.360616/Hourly. Effective 2/7/21.
- 4.4 Sheriff- Chad E. Aldenderfer, Part-Time Replacement, not to exceed 1000 hours annually. Deputy Sheriff, Paygrade PDS, \$18.34/ Hourly. Effective 2/22/21.
- 4.5 Sheriff- Melissa A. Wegener, Full-Time Replacement, Clerk III, Paygrade 4, \$14.09/Hourly. Effective 2/8/21.
- 4.6 Prison- Zachary R. Zondory, Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.46/ Hourly. Effective 2/8/21.
- 4.7 Prison- Roshawn R. Cooley, Full-Time Replacement, Correctional Officer Relief, Paygrade CO1, \$17.46/Hourly. Effective 2/8/21.
- 4.8 Roxanne Grieco- Vote on Personnel Actions for January 2021.

## 5.0 TDA ACTION-

Roxanne Grieco – Approve update to the TDA Report:

### 5.1 Register & Recorder

Effective 1/24/21- Change two (2) Clerk Positions. 1 (11) paygrades 2/3 to Clerk III, paygrade 4.

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

## *Recess Commissioners' Public Meeting*

## 6.0 SALARY BOARD ACTIONS

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

6.1 District Attorney is requesting to update the Special Detectives list of individuals participating in the DUI Center.

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

6.2 Register & Recorder- Effective 1/24/21- Change two (2) Clerk Positions. 1 (11) paygrades 2/3 to Clerk III, paygrade 4.

**Tabled until 2/16/21. Mr. Huffman moved to table for 2 weeks. Mr. Mirabito 2<sup>nd</sup>. Approved to table 4-0.**

6.3 Adjourn Salary Board Actions

## *Reconvene Commissioners' Public Meeting*

## 7.0 ACTION ITEMS

7.1 Mya Toon - Vote on maintenance equipment lease for a Toro groundmaster turf mower with Toro & Turf Equipment and Supply Company in the amount of \$23,096.90.

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

7.2 Mya Toon- Vote on maintenance equipment lease for (2) Jacobsen fairway mowers with Lawn and Golf Supply Company, Inc. in the amount of \$39,800.00.

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

- 7.3 Mya Toon- Vote on 2021 rental vehicle agreement with Enterprise.  
**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.4 Mya Toon- Vote on agreement with Dr. Elcock-Messam, M.D., FAAP.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.5 Mya Toon- Vote on Agreement with Fred Hamm, Inc for the collection and disposal of trash and recyclable materials.  
**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.6 Jason Yorks- Vote on undercarriage rebuild of 2007 Cat D8 Dozer in the amount of \$53,683.13.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.7 Jason Yorks- Vote on Agreement with Dell Marketing in the amount of Annual fee of \$6,764.00. Time and material basis at \$178 per hour.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.8 Jason Yorks- Vote on the purchase of a 2020 John Deer UTV in the amount of \$15,677.37.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.9 Jason Yorks- Vote on Amendment to Agreement with Barton and Loguidice for engineering and environmental consulting services.  
**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.10 Jason Yorks- Vote on Amendment to Agreement with Seedway, LLC.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.11 Shannon Rossman- Vote on Williamsport Area Levee - Operational Strategy/SWIF in the amount of \$285,700.00.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.12 Dave Goodwin- Vote on Agreement with Central Counties Youth Center to provide child welfare services for children and youth.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.13 Dave Goodwin- Vote on purchase of services agreement with Chester County to provide child welfare services for children and youth.  
**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0.**
- 7.14 Dave Goodwin- Vote on Agreement with Centre County Youth Services Bureau to provide child welfare services for children and youth.  
**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0.**

**8.0 COMMISSIONER COMMENT- None**

**9.0 PUBLIC COMMENT- None**

**10.0 NEXT SCHEDULED MEETING**

The next Commissioners Public Meeting will be held on Tuesday February 9, 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>