

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 May 4, 2021
10:00 A.M.**

Present:

**Commissioner Metzger
Commissioner Mussare
Commissioner Mirabito
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 BID OPENINGS

Krista Rogers- Opening bids for Transfer Trailers and Landfill Leachete & Gas System

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens – Approve the following cash requirement report(s):

Approve accounts payable cash requirements report thru 05/12/2021 for payment on 05/05/2021 in the amount of \$637,734.46.

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

4.0 PERSONNEL ACTIONS

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

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

4.1 Prison- Lauren M. Abriola, Full-time Replacement Administrative Specialist, Paygrade 5, \$15.37/Hourly. Effective 5/10/21.

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

4.2 Pre-Release- Jennifer Black-Jarrett, Full-time Replacement Resident Supervisor, Paygrade 6, \$17.434971/Hourly. Effective 5/16/21.

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

4.3 Pre-Release- Andrew W. Hunsinger, Full-time Replacement Resident Supervisor, Paygrade 5, \$15.37/Hourly. Effective 5/10/21.

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

4.4 Courts- MDJ Biichle- Amy Breen, Full-time Replacement Clerk III, Paygrade 4, \$14.09/Hourly. Effective 5/10/21.

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

4.5 Prothonotary- Clerk of Courts- Deanna Cowles, Part-time Replacement Clerk III, Paygrade 4, \$13.09/Hourly. Not to exceed 1000 hours annually. Effective 5/11/21.

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

4.6 Voter Services- Kristina M. McKee, Full-time Replacement Clerk III, Paygrade 4, \$14.09/Hourly/ Effective 5/10/21.

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

4.7 Approve the personnel actions processed in the month of April 2021.

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

7.0 ACTION ITEMS

- 7.1 Mya Toon- Award RFP for Part 1 Lycoming County Bridge Bundle Construction Inspection to McTish, Kunkel & Associates, Inc. in the amount of \$76,734.93. Budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.2 Mya Toon- Award ITB for Shriver's Ridge Tower Right-of-Way Clearing to Smith Excavating & Construction LLC. In the amount of \$29,600.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.3 Leslie Kilpatrick- Vote on Amendment to Agreement with Schuylkill Mobile Fone in the amount of \$10 per pager per month. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.4 Kristin McLaughlin- Vote on Amendment # 1 to Professional & Administrative Services Agreement with SEDA-COG.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.5 Sal Vitko- Vote on Amendment to Agreement 2 with Bassett Engineering. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.6 Eve Adrian- Vote on Subrecipient Monitoring Agreement with Northumberland County for the Community Clean Water Action Plan Coordinator Grant in the amount of \$50,000.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.7 Shannon Rossman- Vote on Work Order #3 with Wood Environmental & Infrastructure Solutions, Inc. No change in cost.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.8 Shannon Rossman- Vote on Pipeline Investment Program Agreement with Department of Community and Economic Development (DCED) in the amount of \$287,379.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.9 Mark Anderson- Vote on Real Estate Refund for Douglas L. Barto in the amount of \$76.69.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 7.10 Mark Anderson- Vote on Real Estate Refund for Jonathan R and Lyneah M Ferrell in the amount of \$76.71.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

8.0 COMMISSIONER COMMENT

Mr. Mussare commented that he recently attended a round table meeting. He wants Legislation to be award how the extended unemployment if hurting businesses. People are not seeking employment because they are staying home receiving unemployment.

Mr. Mirabito discussed Let's end Covid group that the Commissioners' are a part of. They have been meeting to bring County and State together to put education programs together in regards to helping people understand the vaccines.

In addition, he spoke about the Penn State Extension and how it has reached an incredible amount of people.

Mr. Metzger commented about the Covid vaccine and several people have explained to him that they are on the fence with getting it because of the mixed messages from the media, CDC and feels politics are being brought into it.

7.0 PUBLIC COMMENT- NONE

Speakers who wish to address the Board of Commissioners will be limited for **no more than three (3) minutes** on any particular item. The speaker must state his/her name and address for the record. Any deviation from this rule must be approved by the Board Chairman.

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Tuesday May 11, 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>