

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
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES
Tuesday June 22, 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 2nd the motion. Approved 3-0.

- 1.5 Public Comment (Agenda Items Only) None
- 1.6 **Proclamation- Jack McKee 100th Birthday**
- 1.7 **10 Year Service Award Pin- Martin Wade - DA**

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Approve the following cash requirement report(s):

Michele McDermott– Approve accounts payable cash requirements report for invoices due through 06/30/2021 to be paid on 06/23/2021 in the amount of \$931,974.23.

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

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

3.1 RMS- Move the following 3 positions from Operations to Support.

One (1) Gas Technician Supervisor

Two (2) Gas Technicians

3.2 RMS- Create one (1) Temporary Equipment Operator position in Operations – paygrades 5/6

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):

4.1 RMS-Operations- Jimmy C. Bennett II, Full-Time Replacement/Reclassification, Equipment Operator, Paygrade 6, \$18.00/ hourly. Effective 6/27/21.

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

4.2 RMS-Operations- Timothy R. DeHart, Full-Time Replacement/New Position, Temporary Equipment Operator, Paygrade 6, \$18.00/hourly. Effective 6/28/21.

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

Recess Commissioners' Public Meeting

5.0 SALARY BOARD ACTIONS

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

5.1 RMS- Create one (1) Temporary Equipment Operator position in Operations – paygrades 5/6

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

5.2 Adjourn Salary Board Actions

6.0 BOARD OF ASSESSMENT REVISIONS- Brook Wright

6.1 Convene Board of Assessment Revision

6.2 Vote on Real Estate Refund:

20-001-605 – James Held - \$484.67

20-002-212 – Todd Love - \$441.42

07-392-115.04 – Wenger’s Feed Mill Inc - \$2652.37

07-392-115.04 – Wenger’s Feed Mill Inc - \$3847.79

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

6.3 Adjourn Board of Assessment Revisions

Reconvene Commissioners’ Public Meeting

7.0 INFORMATIONAL ITEM

7.1 Matthew McDermott- Acknowledge the Invitation to Bid for Inmate Detention Supplies.

8.0 ACTION ITEMS

8.1 Brooke Wright- Vote on Amendment to agreement with McCormick Law Firm - Solicitor Assessment 2018-2021.

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

8.2 Brooke Wright- Vote on the appointment of Karen Mitchell to the Assessment Appeals Board.

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

8.3 Matthew McDermott- Vote on 2021 Lycoming County Recreation Authority Public Officials Proposal.

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

8.4 Jason Yorks- Vote on the Purchase of 2 Spectec Transfer Trailers in the amount of \$51,638 each so total for both is \$117,390.00.

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

8.5 Jeffrey Hutchins- Vote on Hughesville Tower Stormwater Maintenance Agreement.

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

8.6 Kristin McLaughlin- Vote on Montoursville Borough - FFY2020 CDBG-CV Subrecipient Agreement in the amount of \$56,163.00. 2020 funds.

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

8.7 Tiffany Krajewski- Vote on Amendment to the 2019 Kids United Playground Project agreement with the WASD Education Foundation.

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

9.0 COMMISSIONER COMMENT

Mr. Mirabito commented on the Central PA Corporation Conference he attended.

Nationally, 1 million people retired due to COVID-19.

Lycoming County is at 7.2% unemployment rate.

Mr. Mussare commented on unemployment. It is costing us. There is no workers and merchandise is sitting because of this.

On another note- We are excited about the Bridge Bundling Program! 4 bridges will be built this year.

Mr. Metzger spoke about the American Rescue plan- \$22 million over the next 2 years. We are meeting with the Chamber and the City of Williamsport to work together to make a plan on how to use the funds. They will present the plan after Labor day.

10.0 PUBLIC COMMENT- None

11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Tuesday June 29, 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/UCSRDCV2YebfonPDRfPMnEu>
[w/videos](#)