

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 July 6, 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

**2.0 INFORMATIONAL SERIES:
County Departments and what they do for you.**

Roxanne Grieco- Human Resources

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Approve the following cash requirement report(s):

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 07/14/2021 to be paid on 07/07/2021 in the amount of \$891,313.58

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

4.0 TDA ACTIONS

Roxanne Grieco – Approve update to the TDA Report

4.1 RMS- Support

Create one (1) New Gas Technician position- Paygrades 5/6

4.2 RMS- Operations

Reclassify one (1) Equipment Operator position paygrades 5/6 to a Lead Equipment Operator Paygrade 7

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

4.3 Adjourn Salary Board Actions

Recess Commissioners Meeting for the Salary Board

5.0 SALARY BOARD

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

5.1 RMS- Support

Create one (1) New Gas Technician position- Paygrades 5/6

5.2 RMS- Operations

5.3 Reclassify one (1) Equipment Operator position paygrades 5/6 to a Lead Equipment Operator Paygrade 7

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

Reconvene Commissioners' Public Meeting

6.0 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.

- 6.1 Pre-Release- Conner A Morse, Full-Time Replacement, Resident Supervisor, Paygrade 5, \$15.37/ hourly. Effective: 7/12/21.
- 6.2 RMS- Lukas Brungard, Full-Time Reclassification, Lead Equipment Operator, Paygrade 7, \$20.36/hourly. Effective 7/11/21.
- 6.3 Controller- Matthew Tierney, Full-Time Replacement, Internal Auditor, Paygrade 8, \$38,933.97/Salary. Effective 7/11/21.

7.0 INFORMATION ITEMS

- 7.1 Mya Toon- Acknowledge the County will be requesting bids for Flood mitigation, Acquisition & Demolition Project.

8.0 ACTION ITEMS

- 8.1 Mya Toon- Vote to approve Agreement with Hetrick Forensic Consulting, LLC. Amount not to exceed \$25,000.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.2 Mya Toon- Vote to approve FY 2020-2021 State Food Purchase Program grant agreement to the Department of Agriculture.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.3 Mya Toon- Vote to approve Resolution 2021-08 for the donation of a mower.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 8.4 Scott Konkle- Vote on Essential Management Solutions LLC. In the amount of \$57,504.00. 2021 budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

9.0 COMMISSIONER COMMENT

Mr. Metzger thanked the City of Williamsport and everyone that had a part in the 4th of July Celebration this weekend. It was a great time and great show.

Mr. Mussare asked a question in regards to LLWS. He has been asked by many residents if the Commissioners can influence the LLWS to allow the public in to watch the games. Mr. Metzger said that Little League is monitoring the situation daily.

Mr. Mirabito said that our community is 41% vaccinated. It is a tough situation. All we can do is encourage people to get vaccinated.

Last comment was by all 3 Commissioners'- They want the Townships and Boroughs to know that the application deadlines for ARP funds has been extended. So, there is still time. Contact our office or the Planning Department for more information.

10.0 PUBLIC COMMENT- None

11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Tuesday July 13, 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](#)