

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 October 12, 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- Domestic Violence Awareness month **read by Mr. Metzger**
- 1.7 Proclamation- National Cybersecurity Month **read by Mr. Mussare**
- 1.8 Informational Series: "County Departments and what they do for you".

Dave Goodwin- JPO

2.0 BID OPENINGS

Krista Rogers –

- Printing of Absentee Ballots and Mail-In Ballots

Discuss was held with Forrest Lehman, Mya Toon and the Commissioners' about Ballots.

3.0 ACCOUNTS PAYABLE CASH REQUIREMENT

Brandy Clemens– Approve accounts payable cash requirements report for invoices due through 10/20/2021 to be paid on 10/13/2021 in the amount of \$2,496,098.43.

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 all Personnel Actions. Mr. Mussare 2nd the motion. Approved 3-0.

- 4.1 Adult Probation- Taryn K. Bierly, Full-Time Replacement/Promotion Clerk IV Paygrade 5, \$15.50/hourly. Effective: 10/17/21.
- 4.2 Adult Probation- Angelina Missigman, Full-Time Replacement Clerk III, Paygrade 4, \$14.09/hourly. Effective: 10/18/21.
- 4.3 Courts-MDJ Lepley- Sophie Lauer, Full-Time Replacement Clerk III, Paygrade 4, \$14.09/hourly. Effective: 10/18/21.
- 4.4 RMS-Support- Brian R. Hillis, Full-Time Replacement/Promotion, Mechanic, Paygrade 6, \$18.31/hourly. Effective: 10/31/21.
- 4.5 Planning & Community Development- Heather L. George, Full-Time Replacement/Promotion Zoning Officer, Paygrade 6, \$33,596.69/salary. Effective: 10/17/21.
- 4.6 Pre-Release- Lane M. Gibson, Part-Time Replacement Pre-Release Driver, Paygrade 3, \$12.03/hourly- not to exceed 1000 hours annually. Effective: 10/18/21.
- 4.7 Pre-Release- Jill S. Kinley, Full-Time Replacement, Resident Supervisor, Paygrade 5, \$15.37/hourly. Effective: 11/1/21.
- 4.8 DPS-Communications- Chelsea L. Ridgeway, Full-time title and job code change, Telecommunicator Trainee, Paygrade 6, \$16.76/hourly. Effective: 10/17/21.

- 4.9 DPS-Communications- Arianna N. Warnagiris, Full-time title and job code change, Telecommunicator Trainee, Paygrade 6, \$16.76/hourly. Effective: 10/17/21.
- 4.10 DPS-Communications- Katie J. DeSanto, Full-time title, job code, title and rate change- Telecommunicator I call taker, Paygrade 6, \$17.60hourly. Effective: 10/17/21.
- 4.11 DPS-Communications- Clinton W. Frackman, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$18.534712/hourly. Effective: 10/17/21.
- 4.12 DPS-Communications- Alexander M. Haefner, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$18.534712/hourly. Effective: 10/17/21.
- 4.13 DPS-Communications- Brenton J. Pfleegor, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$18.534712/hourly. Effective: 10/17/21.
- 4.14 DPS-Communications- Igasha Brown, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$19.00086/hourly. Effective: 10/17/21.
- 4.15 DPS-Communications- Timothy W. Boush, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$20.45951/hourly. Effective: 10/17/21.
- 4.16 DPS-Communications- Mark T. Miller, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$21.920095/hourly. Effective: 10/17/21.
- 4.17 DPS-Communications- Samantha L. Gordner, Full-time title and job code change, Telecommunicator II, Paygrade 7, \$19.673519/hourly. Effective: 10/17/21.
- 4.18 DPS-Communications- Stephanie M. Andrus, Full-time title and job code change, Telecommunicator III, Paygrade 8, \$24.083727/hourly. Effective: 10/17/21.
- 4.19 DPS-Communications- Ashley L. Deitrick, Full-time title and job code change, Telecommunicator III, Paygrade 8, \$22.29/hourly. Effective: 10/17/21.
- 4.20 DPS-Communications- Jacob E. Winter, Full-time title and job code change, Telecommunicator III, Paygrade 8, \$22.829172/hourly. Effective: 10/17/21.
- 4.21 DPS-Communications - Dustin Williams, Full-time title and job code change, CAD Training Coordinator/Telecommunicator II, Paygrade 9, \$24.52/hourly. Effective: 10/17/21.
- 4.22 District Attorney- Full-Time Assistant County Detective, Paygrade AD, \$23.66725/hourly. Effective: 10/17/21.

5.0 INFORMATION ITEMS

- 5.1 Mya Toon- Acknowledge the County will be requesting bids for Coroner Truck Module.
Informational Item.

6.0 ACTION ITEMS

- 6.1 Mya Toon- Vote to approve Emergency Resolution 2021-13 to Armstrong Township communications tower for fiber replacement in the amount of \$19,865.00.
Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.
- 6.2 Mya Toon- Acknowledge the list of contracts approved by the Director of Administration for the month of September.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.3 Shannon Rossman- Vote on Timber Run Industrial Park UGI Natural Gas Extension in the amount of \$870,000.000.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.4 Jerry Kennedy- Vote on the Prison Security Camera Systems Upgrade.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.5 Nancy Ackley- Vote on agreement with Jefferson City OH 2021-2022.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.6 Kristin McLaughlin- Vote on the CDBG FFY2018 West Branch Regional Authority Subrecipient Agreement in the amount of \$659.77. Not a budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.7 Jenny Picciano- Vote on the YWCA Northcentral PA - 2021 PHARE Subrecipient Agreement in the amount of \$70,000.00. Budgeted item.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.8 Kristin McLaughlin- Vote on the Section 3 Action Plan.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.9 Eve Adrian- Vote on the Request for approval for Municipal Solid Waste Plan Update grant submission in the amount of \$82,500.00.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.
- 6.10 Wendy Hastings- Vote on the DOH EMS Contract.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

7.0 **COMMISSIONER COMMENT**

Mr. Mussare- Comments in regards to a meeting he attended with the Army Corps and Pema. In regards to sediment, brush, trees. He asked them to pay attention to this. We need to clean up our streams, creeks and river. He believes a lot of positives came out of this meeting.

In addition, he discussed the voting system and fraud allegations.

There was discussion between Shannon Rossman and the Commissioners' about the Levee systems and the fact that it's a two part system. 1. Maintenance 2. Height.

Mr. Mirabito commented about the meeting he attending with United Way and childcare costs as a topic.

Mr. Metzger attending a Farmers Bureau meeting. Russ Diamond was the speaker. Good information- "Let's all respect each other".

8.0 **PUBLIC COMMENT**

Please see the recording for any comments posted after the meeting ended.

- 9.0 **NEXT SCHEDULED MEETING** The next Commissioners Public Meeting will be held on Tuesday October 19, 2021 at 10:00A.M. in the Commissioner's Board 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>

PROCLAMATION

WHEREAS, Domestic violence has affected members of our community and individuals throughout the world. Sadly, many victims of this horrific crime suffer in silence because they are afraid to seek help. It is crucial that members of our community feel safe and comfortable when seeking help when needed; and

WHEREAS, It is estimated that more than 10 million people experience domestic violence every year. While domestic violence is known primarily as physical abuse, it has many other forms including emotional, sexual, financial, or psychological. It can cause long-term trauma to individuals of every gender, sexual orientation, race, religion, culture, and socioeconomic status; and

WHEREAS, since the beginning of the COVID-19 pandemic, Lycoming County has seen an increase in reports of domestic violence and abuse. A contributing factor to the increase is more people are staying home. Although home is a sanctuary for most of us, it can be the most dangerous place for victims of domestic violence; and

WHEREAS, Domestic Violence Awareness Month is nationally recognized every October, and first began by the National Coalition Against Domestic Violence as a Day of Unity to connect women's advocates across the country. This month is an opportunity to help our community promote and protect the safety and freedom of all who seek refuge from this terrible crime; and

WHEREAS, Williamsport YWCA – Wise Options is dedicated to help victims of domestic violence by providing advocacy, education, services and resources. Through their programs, individuals and families can feel a sense of hope, safety, and protection; and

WHEREAS, Lycoming County encourages members of the community to work together to increase domestic violence awareness. Doing so will enable members of our community to feel safe and secure.

NOW, THEREFORE, BE IT RESOLVED that the Commissioners of Lycoming County hereby proclaim October, 2021:

“DOMESTIC VIOLENCE AWARENESS MONTH”

in Lycoming County. We encourage residents, schools, businesses, and community groups to recognize the importance of domestic violence awareness. We appreciate the efforts of Williamsport YWCA-Wise Options, and all other institutions and organizations that encourage domestic violence awareness throughout our community.

IN WITNESS WHEREOF, we have set our hands and seal this 12th day of October, 2021.

Lycoming County Commissioners



Scott L. Metzger, Chairman



Tony R. Mussare, Vice Chairman



Richard Mirabito, Secretary





WHEREAS, the Lycoming County Commissioner's recognize that it has a vital role in identifying, protecting its citizens from, and responding to cyber threats that may have significant impact to our individual and collective security and privacy; and

WHEREAS, critical infrastructure sectors are increasingly reliant on information systems and technology to support financial services, energy, telecommunications, transportation, utilities, health care, and emergency response systems; and

WHEREAS, the STOP. THINK. CONNECT.™ Campaign serves as the national cybersecurity public awareness campaign, implemented through a coalition of private companies, nonprofit and government organizations, as well as academic institutions working together to increase the understanding of cyber threats and empowering the American public to be safer and more secure online; and

WHEREAS, the National Institute of Standards and Technology (NIST) Cybersecurity Framework has been developed as a free resource to help organizations (large and small, both public and private) improve their cybersecurity practices through a practical approach to addressing evolving threats and challenges; and

WHEREAS, maintaining the security of cyberspace is a shared responsibility in which each of us has a critical role to play, and awareness of computer security essentials will improve the security of the County of Lycoming, Pennsylvania's information, infrastructure, and economy; and

WHEREAS, the Federal Government of the United States of America, the U.S. Department of Homeland Security (www.dhs.gov/cyber), the Multi-State Information Sharing and Analysis Center (<http://msisac.cisecurity.org>), the National Association of State Chief Information Officers (www.nascio.org), and the National Cyber Security Alliance (www.staysafeonline.org) all recognize October as National Cyber Security Awareness Month; and all citizens are encouraged to visit these websites, along with Lycoming County Information Services Department and the STOP. THINK. CONNECT.™ Campaign website (www.dhs.gov/stopthinkconnect) to learn about cybersecurity to put that knowledge into practice in their homes, schools, workplaces, and businesses.

NOW, THEREFORE, WE the Lycoming County Commissioners of the Commonwealth of Pennsylvania, do hereby proclaim that the County of Lycoming is officially supporting National Cybersecurity Awareness Month, October 2021.

Lycoming County Commissioners

Scott L. Metzger

Scott L. Metzger, Chairman

Tony R. Mussare

Tony R. Mussare, Vice Chairman

Richard Mirabito

Richard Mirabito, Secretary