

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
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, SEPTEMBER 15, 2022
10:00 A.M.**

Present In-Person: Commissioner Metzger, Commissioner Mussare, Commissioner Mirabito, Director Matthew McDermott and Marc F. Lovecchio, Solicitor via telephone.

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 on Agenda Items Only
None

2.0 SERVICE AWARDS

- 2.1 Board of Commissioners/Brad Shoemaker – Recognize the following individual on his retirement:
 - Prison: Harry Entz – 29 years

3.0 REPORTS

- 3.1 Brandy Clemens – Vote for ratification are the invoices due through 09/21/2022 that were paid on 09/14/2022 in the amount of \$2,492,554.30.

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

- 3.2 Mya Toon – Vote to approve contracts approved by the Director of Administration for the month of August.

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

4.0 PERSONNEL ACTIONS

- 4.1 Mya Toon – Approve the following Personnel Actions:
 - Resource Management Services: Jeffrey Lynch, Lead Operation, Full-Time Promotion, Paygrade 7, \$22.20 per hour, 80 hours per pay period, Transfer Date 9/18/22.
 - Adult Probation: Reagan Sellers, Adult Probation Officer, Full-Time Replacement, Paygrade 8, \$20.10 per hour, 80 hours per pay period, Anticipated Start Date 10/10/22.

- Facilities Management: Ryan Morgan, Custodial Worker, Full-Time Replacement, Paygrade 2, \$12.21 per hour, 75 hours per Pay Period, Anticipated Start Date 9/26/22.
- Information Technology: Wayne Roush, Consolidated Services Specialist, Part-Time New Position, Paygrade 4, \$13.42 per hour, Not to exceed 1,000 hours annually, Anticipated Start Date 9/26/22.
- Courts - Judge Carlucci: Ruth Diaz, Executive Secretary, Full-Time Replacement, Paygrade 5, \$30,725.75 per year, 75 hours per Pay Period, Anticipated Start Date, 9/26/22.
- Prison: Carlos Lugo, CO I Relief, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Anticipated Start Date 11/13/22.
- Prison: Jacob Yorks, CO I Relief, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Anticipated Start Date 10/2/2022.

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

Recess Commissioners' Public Meeting for the Salary Board

5.0 SALARY BOARD

5.1 Convene Salary Board.

5.2 Mya Toon –Vote to approve the following salary board actions:

- Pre-Release Center: Reclassification, Jeffery Hamilton, Resident Supervisor II, Paygrade 8, \$21.81 per hour, Effective 9/18/22.

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

5.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 TDA ACTIONS

6.1 Mya Toon – Approve the following TDA action:

- Pre-Release Center: Reclassification, Jeffery Hamilton, Resident Supervisor II, Paygrade 8, \$21.81 per hour, Effective 9/18/22.

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

Recess Commissioners' Public Meeting for the Community Development Block Grant Public Hearing

7.0 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING

7.1 Convene Public Hearing.

- 7.2 Kristin McLaughlin - Discuss final public hearing for FFY 2022 Community Development Block Grant program and project selection for funding
- 7.3 Adjourn Public Hearing.

Reconvene Commissioners' Public Meeting

8.0 ACTION ITEMS

- 8.1 Kristin McLaughlin – Vote to approve Fair Housing Resolution 2022-18 (CDBG funds).
- 8.2 Kristin McLaughlin – Vote to approve Resolution 2022-19 appointing a Section 504 compliance officer and establishing a grievance procedure (CDBG funds).
- 8.3 Kristin McLaughlin – Vote to approve Resolution 2022-20 authorizing for the submission of an application to the Pennsylvania Department of Community and Economic Development for Federal Fiscal Year 2022 under the Community Development Block Grant Program.
- 8.4 Kristin McLaughlin – Vote to approve Amendment to CDBG-CV Grant Agreement with Department of Community and Economic Development.

Mr. Mirabito moved to approve 8.1-8.4, Mr. Mussare 2nd the motion. Approved 3-0

- 8.5 Mya Toon – Vote to approve Emergency Resolution 2022-17 for the purchase of an x-ray machine for the Health and Wellness Center (2022 budgeted item).

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

- 8.6 Jason Yorks –Vote to approve repair to the 2013 Doosan Excavator with Bestline Equipment (2022 approved budget item).

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

- 8.7 Jason Yorks –Vote to approve Amendment to Agreement with Accent Wire (2022 approved budget item).

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

- 8.8 Jason Yorks – Vote to approve engine overhaul for 2013 Mac Recycling Truck with Susquehanna Motor Company, Inc. (2022 approved budget item).

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

9.0 COMMISSIONER COMMENT

None

10.0 GENERAL PUBLIC COMMENT

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.

League of Women Voters of Lycoming County/Caroline Balliet (see attached)

Thomas Adams/Williamsport Topics: Board of Election Meetings, Poll Watching, Vote counting

11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on **Thursday, September 22, 2022**, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

<https://www.youtube.com/watch?v=yQ1R6jAEbAA>

September 12, 2022

Lycoming County Commissioners
Executive Plaza, 2nd Floor
48 West Third Street
Williamsport, Pa 17701

Dear Lycoming County Commissioners,

Please accept this letter on behalf of the League of Women Voters of Lycoming County. The LWV of Lycoming County holds the Office of Voter Services under the direction of Forrest Lehman in the highest regard for conducting Lycoming County elections with integrity.

Regarding the current controversy regarding the legitimacy of the 2020 election and the accuracy of the electronic voting machines being used in Lycoming County, we do believe that transparency is important but not if the effect is a violation of the sacred right of the voters' privacy and ability to cast their ballot.

During interactions with the Lycoming County League, Forrest Lehman has presented himself in a competent and professional manner. He has attended our meeting whenever requested and answered any questions to provide us with accurate information regarding voting processes. We appreciate the hard work that his staff does on a consistent basis and feel that any accusations of irregularities are unwarranted.

In accordance with the League's mission the state office's Position in Brief is as follows:

"LWVPA supports effective election laws that guarantee a citizen's right to vote, ensure that elections are accessible, transparent, fair, and secure, promoted universal voter participation, and provide voters with meaningful choices when they go to the polls."

We believe that the Lycoming County voting process unequivocally allows those goals to be met.

Thank you for your time.

Respectfully,

League of Women Voters of Lycoming County