

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
PUBLIC MEETING MINUTES
THURSDAY, JULY 14, 2022
10:00 A.M.**

**Present In-Person: Commissioner Metzger, Commissioner Mussare, Commissioner Mirabito,
Director Matthew McDermott and via telephone Christopher Kenyon, Solicitor**

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

2.0 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individuals on their service to Lycoming County:
 - Adult Probation: Jim Schriener – 30 years
 - Public Safety: Wendy Hastings – 30 years
 - Veterans Affairs: Keely Hitchens – 10 years
- 2.2 Board of Commissioners - Recognize Wendy Hastings on her retirement.

3.0 REPORTS

3.1 Jessica Segraves – Vote to approve personnel action report for the month of June.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0

3.2 Jessica Segraves – Vote to approve TDA report.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0

3.3 Brandy Clemens – Request ratification for the invoices due through 07/20/2022 that were paid on 07/13/2022 in the amount of \$2,867,322.53
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0

Recess Commissioners' Public Meeting for Lycoming County Zoning Ordinance Amendment

LYCOMING COUNTY ZONING ORDINANCE AMENDMENT

- 4.0 Convene Lycoming County Zoning Ordinance Amendment.
- 4.1 Marc Haas – Public comment on Solar Facilities Amendment Ordinance 2022-02.
Thomas Adams raised concerns which Mr. Haas addressed.
- 4.2 Adjourn Lycoming County Zoning Ordinance Amendment.

Reconvene Commissioners' Public Meeting

5.0 ACTION ITEMS

- 5.1 Marc Haas – Vote to approve Solar Facilities Amendment Ordinance 2022-02.
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
- 5.2 Wendy Hastings – Vote to approve Intergovernmental Agreement with the Department of Health (grant funded).
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
- 5.3 Matthew McDermott – Vote to approve Letter of Intent with Pennsylvania College of Technology (2022 budget funds available).
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
- 5.4 Jason Yorks – Vote to approve purchase from Security Fence Co. (2022 budgeted item).
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
- 5.5 Jason Yorks – Vote to award bid for Phase 1 Closure to R&L Development Company, Inc. (2022 budgeted item).
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
- 5.6 David Huffman – Vote to approve Amendment to Agreement with Avenue Enterprise Solutions, LLC. (2022 budgeted item).
Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0

6.0 COMMISSIONER COMMENT

Mr. Mirabito spoke of the litigation between the Controller's Office and Commissioners Office. The Commissioners have decided to appeal the recent ruling to protect the tax payers and also the process of what the General Assembly intended with the law.

Mr. Mussare has been inquiring with several Representatives about the upcoming General Election and Act 77, questioning if there has been any movement in repealing any part of Act 77. He commented, he will be advocating repealing parts Act 77

Mr. Metzger spoke of concerns regarding the Controllers appeal, things have been brought to his attention with the judges current decision, he now understands the ruling has procedural difficulties. He also shared his concerns regarding additional costs involved, he is interested in getting things worked out.

7.0 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.

In Person public comment:

Thomas Adams / Williamsport: Topics: Action Item 5.5 solar possibilities; Controller; and James Pollock

YouTube Public Comment: None

8.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on **Thursday, July 21, 2022, at 10:00 A.M.** in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

To View This Meeting Go To:
<https://www.youtube.com/watch?v=eOic-DckhCw>

**Table of Distribution Changes
Presented at Public Meeting on 7/14/2022**

Clerk of Courts

Clerk IV change to Criminal Processing Clerk – remains a pay grade 5

Eliminate Clerk III

Facilities Management

Custodian (pay grade 2) to Custodian/Team Leader (pay grade 4)

Human Resources

HR Deputy change to HR Business Partner – remains pay grade 12

Prothonotary

Clerk IV change to Civil Processing Clerk – remains a pay grade 5

Clerk III change (pay grade 4) to Civil Processing Clerk (pay grade 5)

Public Safety – Communications

Deputy Director/Communication Manager position will now report to the Director of Administration as a result of our new nepotism policy.

June 2022 Personnel Actions Presented at the June 30, 2022 Public Meeting									
Date Effective	Name	Department	Job Title	Pay Grade & Step	Full-Time	Part-Time	Salary	Hourly	Action Description
6/19/2022	Taylor Bryson	Prison	Correctional Officer	COI	X			18.10	Full Time Replacement
6/26/2022	Tina Jedrzewski	Commissioners	Administrative Specialist	6	X			17.33	Promotion
6/6/2022	Erika Grimes	Courts MDJ Büchle	Clerk III	4	X			14.44	Full Time Replacement
6/6/2022	Michele Hazel	PCD	Clerk III	4		X		13.42	New Position/Not to Exceed 1000 Hours
6/24/2022	Wendy Young	Assessment	Clerk III	4	X			14.44	Full Time Replacement
6/5/2022	Shaun Newsome	Prison	Correctional Officer	COI	X			18.10	Full Time Replacement
6/19/2022	Zachery Miller	Prison	Correctional Officer	COI	X			18.10	Full Time Replacement
6/12/2022	Katja Frye	Management	Custodial Worker	2	X			13.97	Replacement/Reclassification
6/20/2022	Kenneth Spencer	Management	Custodial Worker	2	X			12.21	Full Time Replacement
6/26/2022	Mackenzie Williams	DRO	Domestic Relations Officer	9 DRO	X		\$42,836.33		Reclassification
6/27/2022	Monique Wright	PRC	Driver	4		X		13.42	Annually
6/27/2022	Matthew Douglas	District Attorney	DUI Center Special Detective	DET 2		X		18.34	Not to Exceed 1000 Hours
6/27/2022	Matthew Scouten	District Attorney	DUI Center Special Detective	DET 2		X		18.34	Annually
6/27/2022	Corry Brewer	District Attorney	DUI Center Special Detective	DET 2		X		18.34	Annually
6/13/2022	Abby Houseknecht	DPS/EMS	EMS Regional Field Coordinator	7	X		\$36,533.52		Full Time Replacement
6/12/2022	Stanley Rogers	RMS	Equipment Fueler	6	X			19.58	Full Time Replacement
6/20/2022	Gregory Ulrich	RMS	Equipment Operator	6	X			18.00	Full Time Replacement
6/27/2022	Bodie Kaufman	RMS	Equipment Operator	5	X			15.75	Full Time Replacement
6/27/2022	Jacinda Bonilla	RMS	Equipment Operator	5	X			15.75	New Position
6/6/2022	Chad Weaver	Management	Maintenance III Electrical	8	X			23.00	Full Time Replacement
6/26/2022	Kaitlin Lunger	JPO	Probation Officer	8	X			20.10	Full Time Replacement/Promotion
6/27/2022	Lucrecia Skellenger	PRC	Resident Supervisor	6		X		15.95	Not to Exceed 1000 Hours
6/27/2022	Leis Reynoso	PRC	Resident Supervisor I	6	X			17.18	Annually
6/20/2022	Reidyn Horn	DPS	Telecommunicator Trainee	6	X			17.18	Full Time Replacement
6/20/2022	Madison Minnier	DPS	Telecommunicator Trainee	6	X			17.18	Full Time Replacement
6/26/2022	Duane Long	PRC	Work Crew Foreman	8	X			21.30	Full Time Replacement/Reclassification