

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  
PUBLIC MEETING AGENDA  
THURSDAY, JANUARY 12, 2023  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Mussare Commissioner Mirabito, Director Matthew McDermott, and Solicitor J. David Smith, via telephone.**

**Addition / Changes / Removal**

**Attachment B, and Attachment C**

**Remove:** Communication Center - Jeffrey Hutchins, Director of Public Safety  
Emergency Medical Services - Carla Miller, EMS Program Manager  
Emergency Management - Kelle Robinson, EMA Manager

**Move 8.5 following Public Comments**

**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

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

- 2.0 Public Comment on Agenda Items Only  
Bill Fenderson/Linden – non-agenda comment: lack of verbatim quotes in the County of Lycoming Commissioner Meeting Minutes

**2.0 BID OPENING**

**2.1 Krista Rogers – Open the following bids:**

<b>Lycoming County Landfill Combined Site Utilities Modifications</b>		
<b>Company Name</b>	<b>Submitted Amount</b>	<b>Date Submitted</b>
Linde Corporation	<b>1,118,275</b>	1/6/2023 10:02 AM
R & L Development Company	<b>748,458</b>	1/6/2023 4:14 PM
Commonwealth Drilling Company	<b>969,064</b>	1/6/2023 4:05 PM

<b>SCADA System Design/Build</b>		
<b>Company Name</b>	<b>Submitted Amount</b>	<b>Date Submitted</b>
Martz Technologies, Inc	<b>78,7148.25</b>	1/6/2023 9:05 AM

### **3.0 REPORTS**

- 3.1** Kalen Barnes – Vote to ratify accounts payable cash requirement report through 1/18/2023 to be paid on 1/11/2023 in the amount of \$1,603,320.04

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

### **4.0 INFORMATION ITEMS**

- 4.1** Mya Toon – Acknowledge the County will be requesting proposals for professional services necessary to complete a full overhaul and re-write of both the County’s Zoning Ordinance, the County Subdivision and Land Development Ordinance.

### **5.0 PERSONNEL ACTIONS**

- 5.1** Jessica Segraves – Approve the following Personnel Actions as conditional offers of employment, subject to the successful completion of a background check and all other employment conditions as outlined in Attachment (A).

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

### *Recess Commissioners’ Public Meeting for the Salary Board*

### **6.0 SALARY BOARD**

- 6.1** Convene Salary Board.

- 6.2** Jessica Segraves –Vote to approve the following salary board actions as outlined in Attachment (B).

**Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-1 [Ms. Rogers: Opposed]**

**Ms. Rogers** commented that decisions are being made while other people in the county are affected and not being considered. Would like to be part of the discussions and know about items before meetings; such as additions and removal of agenda items.

Qualifications

- 6.3** Adjourn Salary Board.

### *Reconvene Commissioners’ Public Meeting*

### **7.0 TDA ACTIONS**

- 7.1** Jessica Segraves – Approve the following TDA actions as outlined in Attachment (C).

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

### **8.0 ACTION ITEMS**

- 8.1** Jessica Segraves – Vote to approve Amendment to Agreement with Trustmark Health Benefits, Inc. (2023 budgeted item).

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

- 8.2** Jerry Kennedy- Vote to approve quote for email security and filtering services

(2023 budgeted item).

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

**8.3** Matthew McDermott – Vote to ~~approve~~ appoint Brett Bowes to the Lycoming County Planning Commission Board.

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

**8.4** Mya Toon – Vote to approve and award bid for food products to Feesers, Inc. and Sysco Central Pennsylvania (2023 budgeted item).

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

**8.5** Mya Toon – Vote to approve the purchase of ballistic materials and products from Visual Image Mirror & Glass (2023 budgeted item).

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

**8.6** Mya Toon – Vote to approve bread products bid to Bimbo Bakeries USA (2023 budgeted item).

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

**8.7** Mya Toon – Vote to approve SAVIN Maintenance and Service Agreement with the Pennsylvania District Attorneys (2023 budgeted item).

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

**8.8** Mya Toon – Vote to approve Inmate Housing Agreement with Columbia County (2023 budgeted item).

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

**8.9** Mya Toon – Vote to approve 2023 Retail Advertising Agreement with Sun-Gazette (2023 budgeted item).

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

## **9.0 COMMISSIONER COMMENT**

**Mr. Mirabito discussed Dr. Martin Luther King and his endeavors to dispute unwarranted and/or unjust actions from injured union workers to civil rights. He would like us all to emulate Dr. King by listening to each other, participating and peacefully Marching at noon on market square He would like everyone to attend.**

**Mr. Metzger spoke of the recount. Taking 2 teams of 13, by employees, paid their normal hourly rate, at the approval of their Department Head to be assigned duties.**

**Mr. Mussare pointed out that the recount was a great exercise that proves that the system works while acknowledging there continues to be a need to educate voters on the voting system.**

**All commented on their recent meeting with Senator Casey. Senator Casey reviewed the County plans for the spending of the federal monies allocated for the county. Senator Casey expressed his appreciation for the thorough report that he received.**

## 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.

Al Sever/Loyalsock: Topics: Reminisced about being in the Military the day Dr. Martin Luther King was killed; Stream Clearing and Studies Available

Bill Fenderson/Woodward Township, Topics: Voting Precincts and Procedures

John Shireman/Jersey Shore Topics,: Election Position Held/Procedures, School Board Term, Personal Opinions on Recount Cost, Total County Financial Package

Jeff Stroehmann/Woodward Township, Topics: Recounting Ballots

Mr. Stell, Topics: Martin Luther King, I Have A Dream Speech, History, Teaching, Public Speaking, Holidays

Tom Adams/Williamsport, Topics: Psalms Reading; Laws/Religion/Worship, People Getting Along

YouTube Public Comment:

10:11 AM Christopher Cooper Do your open records job McDermott and FREE TONY COOPER



10:21 AM Carla MillerVery true!



10:46 AM Christopher Cooper accountability



11:15 AM Jeff Will Try Unconditional refusal to raise taxes doesn't sound like a well-supported, sustainable, or thought out stance. Taxes should be looked at as a way we give back to and support our society, right?



11:24 AM Jeff Will TryMultiple sectors of infrastructure (water, electricity, transportation, healthcare, ecology, and internet to start) are in sore need of being updated/improved.



11:25 AM Christopher Cooper amen



11:25 AM Jeff Will Try Spending money on infrastructure like that is akin to planting a tree for the benefit of our descendants.

## 11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, January 19, 2023, 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 follow the link below:*

**<https://www.youtube.com/watch?v=SbtFTnVe1nk>**

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

- District Attorney Office – Phoebe Yates, Deputy Assistant District Attorney, Full-Time New Position, \$70,000 per year, 75 hours per Pay Period, Anticipated Start Date: January 23, 2023.
- Prison – Allen Hazen CO I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: January 23, 2023.
- Prison – Shane Ridgeway, CO I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: January 23, 2023.
- Prison – Marsha Thomas, CO I Relief, Full-Time Official Transfer from Temporary Status, \$20.00 per hour, 80 hours per Pay Period, Anticipated Transfer Date: January 22, 2023.
- Pre-Release Center – Hannah Sciacca, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: January 23, 2023.
- Resource Management Services – Carol Rine, Floating Custodian/RMS, Part-Time New Position, \$14.50 per hour, not to exceed 1000 hours annually, Anticipated Start Date: January 23, 2023.
- Prison – Daniel Byron, CO I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: January 29, 2023.

## ATTACHMENT (B)

### **SALARY BOARD ACTIONS:**

- District Attorney Office – Request to add a Non-Union Deputy Assistant District Attorney, Paygrade 12.
- District Attorney Office – Request to add a Part-Time Clerk III, Paygrade 4.
- Reclassification: 75 Hour vs 80 Hour Work Week due to 24/7 Operations Schedule, effective 1/22/2023.
  - a. Reclassification to the following employees:
    - Adult Probation - John Stahl, Deputy Chief Adult Probation
    - Adult Probation - Erick Fortin, Probation Supervisor
    - Adult Probation - David Goodwin, Chief Adult Probation Officer
    - Communication Center - Jeffrey Hutchins, Director of Public Safety
    - Coroner's Office - Jerold Ross, Chief Deputy Coroner
    - Coroner's Office - Alexis Martin, Deputy Coroner
    - Coroner's Office - Mary-Louise Paucke, Deputy Coroner
    - Coroner's Office - Kathryn Nickles, Deputy Coroner/Administrative Assistant
    - Emergency Medical Services - Carla Miller, EMS Program Manager
    - Emergency Management - Kelle Robinson, EMA Manager
    - Prison - Christopher Ebner, Deputy Warden
    - Pre-Release Center- Karey Snook, Correctional Counselor
    - Pre-Release Center - Joel Worthington, Correctional Counselor
    - Prison -Bradley Baysore, Correctional Counselor
    - Prison -Ryan Barnes, Deputy Warden
    - Prison -Joshua Lichter, Maintenance III
    - Prison -Trenton Peasley, Maintenance III
    - Prison -Zachariah Zelewicz, Maintenance Manager
    - Prison -Kimberly Poorman, Nurse Supervisor
    - Prison -Brad Shoemaker, Warden
    - Prison -Justin Priliszh, Intake Officer
    - Sheriff's Office - Eric Spiegel, Chief Deputy Sheriff
    - Prison - Clerk IV, Vacant
    - Correctional Counselors – Vacant
    - Any other vacancies listed for any of the above positions to be included in this action.

## ATTACHMENT (C)

### TDA ACTIONS:

- District Attorney Office – Request to add a Non-Union Deputy Assistant District Attorney, Paygrade 12.
- District Attorney Office – Request to add a Part-Time Clerk III, Paygrade 4.
- Reclassification: 75 Hour vs 80 Hour Work Week due to 24/7 Operations Schedule, effective 1/22/2023.
  - a. Reclassification to the following employees:
    - Adult Probation - John Stahl, Deputy Chief Adult Probation
    - Adult Probation - Erick Fortin, Probation Supervisor
    - Adult Probation - David Goodwin, Chief Adult Probation Officer
    - Communication Center - Jeffrey Hutchins, Director of Public Safety
    - Coroner’s Office - Jerold Ross, Chief Deputy Coroner
    - Coroner’s Office - Alexis Martin, Deputy Coroner
    - Coroner’s Office - Mary-Louise Paucke, Deputy Coroner
    - Coroner’s Office - Kathryn Nickles, Deputy Coroner/Administrative Assistant
    - Emergency Medical Services - Carla Miller, EMS Program Manager
    - Emergency Management - Kelle Robinson, EMA Manager
    - Prison - Christopher Ebner, Deputy Warden
    - Pre-Release Center- Karey Snook, Correctional Counselor
    - Pre-Release Center - Joel Worthington, Correctional Counselor
    - Prison -Bradley Baysore, Correctional Counselor
    - Prison -Ryan Barnes, Deputy Warden
    - Prison -Joshua Lichter, Maintenance III
    - Prison -Trenton Peasley, Maintenance III
    - Prison -Zachariah Zelewicz, Maintenance Manager
    - Prison -Kimberly Poorman, Nurse Supervisor
    - Prison -Brad Shoemaker, Warden
    - Prison -Justin Prilish, Intake Officer
    - Sheriff’s Office - Eric Spiegel, Chief Deputy Sheriff
    - Prison - Clerk IV, Vacant
    - Correctional Counselors – Vacant
    - Any other vacancies listed for any of the above positions to be included in this action.