

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, MARCH 9, 2023
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Mussare Commissioner Mirabito, Director Matthew McDermott, and Solicitor Michael Wiley.

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.

- 1.5 Public Comment on Agenda Items Only

None

2.0 BID OPENING

- 2.1 Krista Rogers – Open the following bid:
 - Janitorial Services for the Employee Health and Wellness Center

Janitorial Services of the Employee Health & Wellness Center		
Company Name	Submitted Amount	Date Submitted
DSC Solutions	\$43,800.00	3/3/2023 1:35 PM
Priority Cares Home Services LLC	\$376,657.89	3/3/2023 11:25 AM
Susquehanna Unlimited Services	\$44,200.00	3/3/2023 3:40 PM
Miller's Cleaning Company	\$189,996.00	3/1/2023 2:17 PM
Domination maintenance & cleaning LLC	\$180,000.00	3/3/2023 2:25 PM
Golden Inc. Building Maintenance	\$42,000.00	3/3/2023 3:45 PM
M&M Odds & Ends LLC	\$289,844.00	3/3/2023 2:49 PM

3.0 REPORTS

- 3.1 Kalen Barnes – Vote for ratification of invoices due through March15, 2023 paid on March 08, 2023 in the amount of \$760,013.55

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

4.0 PERSONNEL ACTIONS

- 4.1 Matthew McDermott – 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

5.0 SALARY BOARD

5.1 Convene Salary Board.

5.2 Matthew McDermott – 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 to 1

5.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 TDA ACTIONS

6.1 Matthew McDermott – Approve the following TDA actions as outlined in Attachment (C).

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

7.0 ACTION ITEMS

7.1 Jamie Shrawder – (via telephone) Vote to approve Budget Revision Certification in the amount of \$99,189.00 (2020 CDBG funds).

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

7.2 Matthew McDermott – Vote to approve Engagement Letter with Bakery Tilly US, LLP in the amount of \$76,000 and additional fees as a result of COVID funding (2023 budgeted item).

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

7.3 Mya Toon – Vote to approve PCCD Subgrant Award Notification for Victim Witness Services in the amount of \$260,938.00 (2023 budgeted item).

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

7.4 Mya Toon – Vote to approve Resolution 2023-05 for the auction of surplus property.

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

7.5 Mya Toon – Vote to approve and award Flag Zone LLC for grave flags in the amount of \$34,427.52 (2023 budgeted item).

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

7.6 Austin Daily – Vote to approve Amendment to Agreement with Terre Hill Concrete Products to reflect a cost savings of \$3,750.00 (2023 budgeted item).

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

Mr. Metzger added the following comments: This goes back to the five-dollar fee. I was speaking on Monday night. There was a gentleman that I had addressed about this, how your five-dollar registration fee after this year will have basically built 17 new bridges in the county. He never knew that's what the five-dollar fee was tied to. He was so mad about that for the past three or four years. He said thanks for filling in the blanks and educating us on it. I fully understand now that a township is paying 5% and this is paying the remaining part. That's what we need to do. Educate the people. They might not use the bridge but their neighbor does or a school bus goes across it or they may go across it once a year. Bottom line, it's infrastructure which is critical to any area of growing and you have that infrastructure rebuilt. When I was down at CCAP last year a Commissioner walked up to us from Northumberland County. We have an \$800,000 bridge we don't know what we are going to do with it. We heard about the bridge bundling project in Lycoming County. Can you tell us about it? Call the Planning Department and they'd be glad to fill you in on it. It's probably one of the best kept secrets in the state. That five-dollar fee has built 17 new bridges.

7.7 Jason Yorks – Vote to approve Amendment to Agreement with Davis-Ulmer Sprinkler Company, Inc. (2023 budgeted item).

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

7.8 Maleick Fleming – Vote to approve Subrecipient Agreement with YWCA North Central PA in the amount of \$120,000.00 (2022 PHARE funds).

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

7.9 Jason Yorks – Vote to approve Master Power Purchase and Sale Agreement Confirmation Letter #4 with Energy Power Investment Company, LLC (2023 budgeted item).

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

7.10 Jason Yorks – Vote to approve Amendment to Agreement with Federal Bureau of Prisons (2023 budgeted item).

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

8.0 COMMISSIONER COMMENT

No Comments

YouTube Public Comment

No Online Comments

9.0 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.

John Shireman, Jersey Shore. Topics he presented include the Stone Church on the Federal Land that was purchased and he described a typical day for election workers on election day in response to a 2/21/23 Letter to the Editor.

Tom Adams, Williamsport. Topics he presented include: Quoted scripture, vote counting suggestions, ruling class, need for dialog, love of power, need to come together to keep our country strong and free.

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, March 16, 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=DTAHR-zbdHM>

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Assessment – Kayla Hamm, Clerk III, Full-Time Replacement, \$15.31 per hour, 75 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Prison – Jenna Romano, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 12, 2023.
- Resource Management Services – Jonathan Seabourn, Recycling Laborer, Full-Time New Position, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Resource Management Services – Timothy Kuhns, Recycling Laborer, Full-Time New Position, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Resource Management Services – Michael Wills, Recycling Laborer, Full-Time New Position, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Facilities Management – Skyler Miller, Custodial Worker, Full-Time Replacement, \$13.68 per hour, 75 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Facilities Management – Jeff O'Connor, Custodial Worker, Full-Time Replacement, \$13.68 per hour, 75 hours per Pay Period, Anticipated Start Date: March 20, 2023.
- Procurement – Tonya Gridley, Administrative Specialist, Full-Time Replacement, \$19.24 per hour, 75 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Procurement – April Stine, Procurement and Grant Officer, Full-Time Replacement, \$22.15 per hour, 75 hours per Pay Period, Anticipated Start Date: March 13, 2023.
- Pre-Release Center - Michelle Probst, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: March 20, 2023.
- Budget and Finance – Eric Endresen, Director of Budget and Finance, Full-Time Replacement, \$90,000 per year, 75 hours per Pay Period, Anticipated Start Date: March 20, 2023.
- District Attorney's Office – Katie Samsel, Clerk III, Full-Time New Position, \$15.16 per hour, 75 hours per Pay Period, Anticipated Start Date: March 9, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Prison – Reclassification Request
 - Request to move the Clerk III position from 75 hours per Pay Period to 80 hours per Pay Period.

ATTACHMENT (C)

TDA ACTIONS

- Prison – Reclassification Request
 - Request to move the Clerk III position from 75 hours per Pay Period to 80 hours per Pay Period