

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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WILLIAMSPORT, PA 17701

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, APRIL 13, 2023
10:00 A.M.**

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

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
- 1.6 Proclamation: National Public Safety Telecommunications Week

2.0 REPORTS

- 2.1 Kalen Barnes – Vote to ratify accounts payable cash requirement report through 4/19/2023 to be paid on 4/12/2023 in the amount of \$2,508,893.68.

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

- 2.2 Kalen Barnes – Vote to ratify Jury Panel 4 cash requirement report in the amount of \$3,762.20.

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

3.0 PERSONNEL ACTIONS

- 3.1 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

4.0 SALARY BOARD

- 4.1 Convene Salary Board.

- 4.2 Matthew McDermott – Vote to approve the following salary board actions as outlined in Attachment (B).

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

- 4.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

5.0 TDA ACTIONS

- 5.1 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

6.0 ACTION ITEMS

- 6.1 Matthew McDermott – Vote to approve ISC Sweep Account Proposal with Citizens & Northern Bank.

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

- 6.2 Mya Toon – Vote to approve Local Share Account Grant Agreement with Department of Community and Economic Development.

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

- 6.3 Mya Toon – Vote to approve Project Modification Request with Pennsylvania Commission on Crime and Delinquency for the Victim/Witness Services grant.

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

- 6.4 Shannon Rossman – Vote to approve Appalachian Regional Commission (ARC) 2023 POWER grant application.

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

- 6.5 Shannon Rossman – Vote to approve Agreement with Larson Design Group in the amount of \$19,750.00 (2023 budgeted item).

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

- 6.6 Beth Baylor – Vote to approve Subscription Agreement with Technology Enterprise Group, Inc. (2023 budgeted item).

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

7.0 COMMISSIONER COMMENT

Mr. Metzger announced that retired Brigadier General Maureen Weigel and her staff will be visiting on April 25. They will be meeting with the Director of Veterans Affairs and Judge Butts. They will also observe the Veterans Court proceedings. Brigadier General Maureen Weigel is interested in expanding Veterans Court throughout the state and is looking for judges to serve as mentors. Brigadier General Maureen Weigel is currently serving as Deputy Adjutant General of Veterans Affairs for the Commonwealth of PA.

Mr. Metzger also reminded the public that all proposals for the purchase of Executive Plaza are due by May 4th.

8.0 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

Denitra Moffett, Williamsport: Inquired about the upcoming visit with Brigadier General Maureen Weigel and whether it was open to the public. She would like to meet her and participate in the meeting.

Gary Schoonmaker, Williamsport: Spoke about the need for funding for organizations that provide Mental Health services, especially the Skills Program, who recently started to provide group therapy. Gary emphasized that people with mental health issues are coming out and showing that they can be productive citizens. He presented some general statistics on the population getting services and a brief history of mental health services over the past several decades. He recounted some of his experiences receiving services.

Tom Adams, Williamsport: Tom gave a shout out to the 911 Employees honored by the proclamation presented. He quoted scripture and commented on corruption. He complimented the Commissioners on the job they are doing.

You tube Live Public Comments:

None

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, April 20, 2023, at 10:00 A.M. in the Commissioner's Board Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

*To view a recording of this public meeting Go To:
<https://www.youtube.com/watch?v=UgPa34nrDcM>*

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Resource Management Services – Dakota Litz, Recycling Laborer, Full-Time, New Position, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: April 17, 2023.
- Resource Management Services – Laura Wertz, Recycling Laborer, Full-Time, New Position, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: April 17, 2023.
- Resource Management Services – Jimmy Bennett, Operations Supervisor, Full-Time Internal Transfer, Replacement, \$25.26 per hour, 80 hours per Pay Period, Anticipated Transfer Date: April 16, 2023.
- District Attorney Office – Joseph Ruby, Assistant District Attorney, Full-Time Internal Transfer, Replacement, \$62,478.00 per year, 75 hours per Pay Period, Anticipated Transfer Date: April 16, 2023.
- Facilities Management – Patrick Maggs, Maintenance III, Full-Time Internal Transfer, Replacement, \$30.24 per hour, 75 hours per Pay Period, Anticipated Transfer Date: April 16, 2023.
- Pre-Release Center – Cindy Steinback, Resident Supervisor I, Full-Time Replacement, \$18.10 per hour, 80 hours per Pay Period, Anticipated Start Date: May 1, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS

- Budget and Finance:
 - Request to remove Deputy Director, Paygrade 11, from the TDA.
 - Request to add two Senior Accountant Positions, Paygrade 10, Starting Rate of \$29.65 per hour to the TDA.
 - Request to add one Accountant II position, Paygrade 10, Starting Rate of \$26.96 per hour to the TDA.
 - Reclassification to Carissa Seals, General Accountant.
 - Remove two General Accountant Positions, Paygrade 10, from the TDA.
 - Add one Accountant I Position, Paygrade 10, Starting Rate of \$24.51 per hour
 - Reclassification to David Burkhart, General Accountant.

ATTACHMENT (C)

TDA ACTIONS

- Budget and Finance:
 - Request to remove Deputy Director, Paygrade 11, from the TDA.
 - Request to add two Senior Accountant Positions, Paygrade 10, Starting Rate of \$29.65 per hour to the TDA.
 - Request to add one Accountant II position, Paygrade 10, Starting Rate of \$26.96 per hour to the TDA.
 - Reclassification to Carissa Seals, General Accountant.
 - Remove two General Accountant Positions, Paygrade 10, from the TDA.
 - Add one Accountant I Position, Paygrade 10, Starting Rate of \$24.51 per hour
 - Reclassification to David Burkhart, General Accountant.



Whereas emergencies can occur at anytime that require police, fire or emergency medical services; and

Whereas when an emergency occurs the prompt response of police, firefighters and EMS personnel is critical to the protection of life and preservation of property; and

Whereas the safety of our emergency service providers is dependent upon the quality and accuracy of information obtained from citizens who telephone the Lycoming County Communications Center and the Pennsylvania State Police, Montoursville barracks; and

Whereas Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and

Whereas Public Safety Telecommunicators are the single vital link for our emergency service providers by monitoring their activities by radio, providing them information and insuring their safety; and

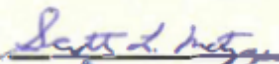
Whereas Public Safety Telecommunicators of Lycoming County have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

Whereas Telecommunicators exhibited compassion, understanding and professionalism during the performance of their job in the past year; and


Therefore Be It Resolved that the Lycoming County Commissioners declare the week of April 9 through 15, 2023 to be *National Telecommunications Week* in Lycoming County, in honor of men and women whose diligence and professionalism keep our county and citizens safe.

Signed this 13th day of April, 2023

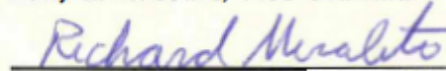
Lycoming County Commissioners



Scott L. Metzger, Chairman



Tony R. Mussare, Vice Chairman



Richard Mirabito, Secretary

