

Commissioners:

SCOTT L. METZGER
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, NOVEMBER 30, 2023
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Mussare 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

2.0 BID OPENING

- 2.1 Nicki Gottschall – Open the following bid:
 - Polling Place ADA Renovations

Polling Place ADA Renovations		
Company Name	Date Submitted	Amount Submitted
Gray Builders LLC	11/17/2023 3:25 PM	\$265,000.00
Wolyniec Construction, Inc.	11/17/2023 12:27 PM	\$162,157.59
Big Rock Paving, LLC	11/16/2023 6:56 AM	\$200,000.00

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to ratify invoices due through 12/6/23 to be paid on 11/29/23 in the amount of \$1,582,561.70.

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

- 3.2 Kalen Barnes – Vote to ratify the revision of Poll Worker Pay Run Report for payment on 11/21/23 in the amount of \$87,581.17.

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

Mr. Metzger reported that there have been issues with the payments on the cards for the poll workers They are working on ways to resolve these issues.

4.0 INFORMATION ITEMS

- 4.1 Amy Resh – Lycoming County Library System Update – County Coordination Aid State Grant. – Comments attached. Accompanying Ms. Resh to the meeting were: John Confer, President of the Board of Trustees, Robbin Degeratu – Assistant Director of the library, and Kristin Caringi – Chief Financial Officer

Additional discussion took place on the benefits of having a library system, and services offered for children and families.

Mr. Mussare commented on the number of people the libraries serve in a day.

Mr. Mirabito commented on and thanked all the volunteers who help the libraries in various capacities.

Mr. Metzger complemented Ms. Resh on the renovations that were completed at the Konkle Library.

5.0 PERSONNEL ACTIONS

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

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

Mr. McDermott clarified the bonus program is for the 911 Telecommunications New Hires. Beth Baylor expanded on this adding that the program helps retain new employees. They get the bulk of the bonus one year after completing the 10-month training program. The training, as well as the job are very difficult and it takes a special person to do this job. Currently they have three people in the training program and additional positions that need to be filled.

Mr. Metzger thanked Beth and her staff for the very difficult job they do.

- 6.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

7.0 TDA ACTIONS

- 7.1 Matthew McDermott for Melinda Fryer – 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 Matthew McDermott – Vote to approve Mutual Settlement Agreement and Release for Lobar, et. al., litigations.

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

Solicitor Mike Wiley stated that this has been a long, hard fought battle that took approximately 10 years to resolve with a good settlement. Solicitor Wiley stressed that reaching this settlement was a team effort and thanked all those involved in bringing this case to a resolution. Solicitor Wiley indicated that this was a settlement of all claims. The County should receive \$2,335,000.00 dollars within 30 days and the balance of \$575,000.00 on or before January 15th, 2024. Per Mr. Mirabito's request Solicitor Wiley explained what the settlement was for. This litigation started in 2016. The end result is that the County will have a tank that functions as it was intended which was the goal.

The Commissioners thanked McCormick Law Firm for all their hard work.

- 8.2 Nicki Gottschall - Vote to approve the payment of the remaining balance of the 2023 Actuarial Determined Employer Contribution in the amount of \$568,692.00 (2023 budgeted item).

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

Mr. Mirabito explained to the public the purpose of the Actuarial Employer Contribution and that the amounts are affected by the returns on the investments based on the market.

Mr. Mussare pointed out that over the past 10 years the County has contributed approximately 2 million dollars a year to this fund. Our percentage of having it fully funded was 96% to 100% at one time. Compared to the state's pension fund which is unfunded. The county has done the responsible thing by keeping this funded even when it was difficult.

Mr. Metzger added that our retirement fund is one of the best in the country. Retirees can be assured the money will be there when they retire.

- 8.3 Mya Toon – Vote to approve Grant & Monitoring Agreement with UPMC for SANE Program in the amount of \$10,825.00 (2023 budget funds available).

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

Mr. Metzger shared that this is extremely important funding which provides training to nurses to properly handle and testify in sexual assault cases.

Mr. Mussare suggested that in the future this funding may be able to be moved to the Courts budget.

8.4 Mya Toon – Vote to approve 9-1-1 Statewide Interconnectivity Funding Grant Agreement with Pennsylvania Emergency Management Agency in the amount of \$100,371.25.

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

8.5 Mya Toon – Vote to approve Agreement with McClure Company in the amount of \$325,000.00 (2023 budget funds available).

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

Mr. Metzger stressed that this is a very important project. It has been an ongoing problem for over 20 years. Water and sewage back up and drain into the court house basement. The last correction worked for several years but proved not to be a long-term solution.

Mr. Mussare explained that the pipes area combined system. The sewer and storm water both use the same pipe.

8.6 Matthew McDermott for Nancy Schenck – Vote to approve Agreement with Cardio4dayz, LLC (2023/2024 budgeted item).

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

8.7 Matthew McDermott for Nancy Schenck – Vote to approve Agreement with Drug and Alcohol Rehabilitation Services, Inc. (2023/2024 budgeted item).

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

8.8 Maleick Fleming – Vote to approve Amendment to Subrecipient Agreement with Motoursville Borough (Act 13 Legacy funds).

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

8.9 Matthew McDermott for Jason Yorks – Vote to approve the purchase of HDPE Piping for RMS from Core & Main in the amount of \$13,230.00 (2023 budgeted item).

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

8.10 Beth Baylor – Vote to approve Agreement with Keystone Communications LLC in the amount of \$24,913.44 (2024 budgeted item).

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

8.11 Beth Baylor – Vote to approve Agreement with Keystone Communications LLC in the amount of \$85,392.00 (2024 budgeted item).

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

8.12 Maleick Fleming – Vote to approve Subrecipient Monitoring Agreement with STEP, Inc. in the amount of \$200,000.00 (2023 PHARE funds).

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

8.13 Maleick Fleming – Vote to approve Subrecipient Monitoring Agreement with STEP, Inc. in the amount of \$50,000.00 (2023 PHARE funds).

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

Mr. Metzger thanked STEP for all the programs that they operate for those in need in the community.

Mr. Mussare shared a story of a family on a very limited income due to being disabled that needed a new roof. This is an example of people who are struggling. We will need to fund programs so people can survive.

Mr. Mirabito explained how the PHARE funds assist people. Mr. Mirabito also commented on how employers in the area can help and the devastating impact to the families when their employment is put on hold for several weeks or they become unemployed. It is a very complicated problem.

Mr. Mussare explained that the PHARE funds come from the gas royalties. They have added up to millions of dollars. He questioned where these funds will come from in the future.

8.14 Maleick Fleming – Vote to approve Professional and Administrative Services Agreement with SEDA-COG in the amount of \$67,500.00 (Appalachian Regional Commission Area Development Grant funded).

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

Mr. Mussare explained some of the rules attached to the funding and encouraged all to contact their state legislators about the unfairness of the rules and how they will hurt the counties.

9.0 COMMISSIONER COMMENT

Mr. Mirabito reviewed the Arctaris proposal and asked for the public's comments on the proposed project. Mr. Mirabito pointed out the pros and cons of the proposal. He explained what the federal Opportunity Zone means.

Mr. Metzger announced that this will be on next weeks agenda. He shared his concerns with the proposal.

Mr. Mussare story of the week – Mr. Mussare talked about the need to be passionate and to stay motivated. As Commissioners you need to keep your finger on the pulse of the working people and the poor, do the right thing and bring in the right programs. He also advised to stay humble, learn from failures, don't let them stop you from leading and grow from them. Be part of the solution. As Commissioners you will need to make tough decisions. He expressed his views on reassessment and asked that the public provide the Commissioners with their feedback on reassessment.

Mr. Mirabito added that the public needs to be educated on reassessment. He explained how the common level ratio works and impacts the local economy. They want to work toward a fair and equitable tax assessment.

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.

Tom Adams, Williamsport commented on the possibility of researching the benefits of making graphene and helping local farmers. He read a quote from George Washington and expressed his view on the quote. Mr. Adams advocated for the reassessment and shared that property taxes should be based on the amount of acreage, not on the value of the property. Being based on the value of the property is punishing people who do a good job taking care of their property, per Mr. Adams.

YOU TUBE PUBLIC COMMENT

J

Jacob StopperFirst

Harper Will Try"The only thing that you absolutely have to know, is the location of the library," - Albert Einstein

Em GeeWithout knowing how miney willbe invested we are ooperating in the dark. Agree with Commissiiner Metzger on this point.

Em GeeNO to reassessment npw!! we Re a failing cuntry. we are facing economic hardshios. We may be facing WW3. Please don't burden us with reassessment.

Em

Em GeeYou are neverfirced to raise taxes. You should be focused on reducing expenses.

Em GeeAll residents and taxpayers who either have a fixed or low incime should attend the next meeting of this body and raise a voice in opposition

11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, December 7, 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 CLICK ON THE LINK BELOW:

<https://www.youtube.com/watch?v=A0nHKbuCnUo>

ATTACHMENT (A)

- Conservation District – Emmalynn Gillen, Agricultural Conservation Technician, Full-Time Replacement, \$42,660.80 per year, 75 hours per Pay Period, Transfer Date: December 10, 2023.
- District Attorney – Katherine De Silva, Clerk III – Victim/Witness Clerk, Part-Time Replacement, \$16.17 per hour, Not to Exceed 1000 hours in a year, Start Date: December 4, 2023.
- District Attorney – Kurtis Weiland, Office Administrator, Full-Time Replacement, \$18.73 per hour, 75 hours per Pay Period, Transfer Date: December 24, 2023.
- District Attorney – Alexandria Hensler, Trial Clerk Manager, Full-Time Replacement, \$20.54 per hour, 75 hours per Pay Period, Transfer Date: December 24, 2023.
- Pre-Release Center – Shayla Wyland, Resident Supervisor I, Part-Time Replacement, \$18.10 per hour, Not to Exceed 1000 hours in a year, Start Date: December 12, 2023.
- Department of Public Safety – Kennedy Kitchen, Telecommunicator Trainee, Full-Time Replacement, \$18.72 per hour, 80 hours per Pay Period, Start Date: December 11, 2023.
- Information Technology – Bruce Musheno, Technical Analyst, Full-Time Replacement, \$55,000 per year, 75 hours per Pay Period, Start Date: December 4, 2023.
- Adult Probation Office – Ethan Newton, Adult Probation Officer II, Full-Time, \$23.82 per hour, 80 hours per Pay Period, Transfer Date: December 10, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Department of Public Safety – Request to approve the 911 Telecommunicator Bonus Program from December 2022-December 2025.
- Conservation District – Request to add a Temporary Agricultural Technician Position to the TDA until January 12, 2024.
- District Attorney’s Office – Request to add a Temporary Chief Detective position from December 11, 2023-December 31, 2023.

ATTACHMENT (C)

TDA ACTIONS:

- Department of Public Safety – Request to approve the 911 Telecommunicator Bonus Program from December 2022-December 2025.
- Conservation District – Request to add a Temporary Agricultural Technician Position to the TDA until January 12, 2024.
- District Attorney's Office – Request to add a Temporary Chief Detective position from December 11, 2023-December 31, 2023.

Good Morning, Commissioners and Director,

First, thank you for giving me a few minutes on the agenda today- I am Amy Resh, System Administrator of the Lycoming County Library System and Executive Director of the James V Brown Library.

Before I begin speaking about County Coordination Aid grant funds the System receives from the State, I wanted to take a moment to thank the County Commissioners for their continued support of Library service. The Lycoming County Library System has had 425,000 physical checkouts and 49,000 digital material checkouts from January 1 – October 31, 2023.

County Coordination Aid is a state grant fund that matches county funding. The purpose of these grant funds is noted in the Pennsylvania State Library Statute- "A county library or library system shall expend funds received under this section to implement a countywide cooperative plan to improve and extend service. The plan shall coordinate areas of library service and administration, including library resources and collections, technology, personnel and services to children, adults and special populations." Our County is the largest in Pennsylvania by land area. Meaning some of our residents are far away from traditional library service at a one of our eight local library locations or links. One way our System can reach patrons all over our county is via outreach services. Our county is fortunate to have three bookmobiles to support this important endeavor. Our System uses the county coordination aid funds we receive from the state to support three full-time positions on the Bookmobile, serving adult patrons, Books Bus serving patrons from birth to 18, and Storymobile serving patrons from birth to 5 years of age. From January 1 – October 31, 2023, 115,000 items were checked out from the three vehicles.

We also use the county coordination aid grant funds to support a daily intra-library delivery service between our six-member library locations- meaning if you request an item from the Muncy Library and the Konkle library is closer for you, you can request the item from Muncy and it will be delivered to your preferred library within one or two business days. Our patrons greatly appreciate this service because it saves them fuel, wear and tear on their vehicle, and most importantly, time.

Are there any questions about how the System uses County Coordination Aid funds?

Before I wrap things up, I want to share some statistics from the James V Brown Library from January through October 31, 2023. We hosted 428 programs, gave out 2,357 new library cards, and had 81,326 patron visits. I brought some handouts to share with all of you. And the year isn't over yet! Going into December, we're hosting many exciting programs and continuing to cultivate community relationships. December 1, we are partnering with the Lycoming College Planetarium to allow patrons of all ages to visit the College and learn more about space. On December 12, our cookbook club is hosting its annual cookie exchange. And on December 14, our CROSS-STITCH CLUB is working on snowflake ornaments. In addition to these wonderful activities, the library has processed 1,476 passports and 427 renewals- this is a service our community has often told us they're happy we offer. There is something for everyone of all ages at the library. We can do this work in part because the County supports library service.

Are there any questions about System or Library services?

Thank you again for your time, and have a happy holiday season.