

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 23, 2023
10:00 A.M.**

Present: Commissioner Metzger, , Commissioner Mirabito, Director Matthew McDermott, and Solicitor J. David Smith, Not Present Commissioner Mussare

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. Metzger 2nd the motion. Approved 2-0

1.5 Public Comment on Agenda Items Only

James May introduced himself. Former Army Chaplain, Iraq Veteran. Thanked Veterans. Currently new Regional Director for Congressman Dan Mueser

1.6 Proclamation - Vietnam Era War Veterans Day

Read by Director Matthew McDermott, Veteran and presented to Mike McMunn Director of Veterans Affairs.

Mike thanked the County for recognizing the Vietnam Era Veterans Day. Mike introduced several vets attending the meeting and thanked them for their service as well as attending the meeting. Mike commented on his recent trip to Vietnam.

Veterans attending: Walter Steinbacher US Marine Corp, Charles Stutzman US Navy, Tom Boyle US Army Advisor, John Lannan US Army, Joe Grafius, US Army, Aldous Carpenter US Army 9th Infantry, Clyde English US Army 101st Airborne, Kenny Reeder, US Marine Corp, Rodney Young, US Army.

He also announced that the Bloomsburg VA Hospital will be hosting a town hall.

Mr. Metzger thanked the veterans and commented that we would not have the freedoms we have if it was not for those that served and those that paid the ultimate sacrifice. Mr. Metzger indicated the need to continue to educate our youth to respect the military and veterans. Mr. Metzger spoke about his meeting with a retired Brigadier General who works to assist veterans through the development of programs such as Veterans court and mentoring.

Mr. Mirabito recognized Judge Butts for starting the Veterans Court. He commented on the need to recognize the needs of veterans when they return home as well as the need to have the resources available in the community to assist the veterans.

Judge Butts spoke of the unique circumstances of veterans that often aren't recognized in the court system. This, along with prior experiences with the military system led her to start the Veterans court. There have been many success stories due to the availability of resources, mentoring and collaborative efforts.

2.0 SERVICE AWARDS.

2.1 Board of Commissioners – Recognize the following individual(s) on their service to Lycoming County:

- **Phyllis Feese-Guyette – 35 years**

Judge Butts thanked the Commissioners for recognizing Phyllis and her 35 years of service.

Judge Butts gave a brief history of Phyllis and her families work for the county.

Judge Butts described Phyllis as wonderful, kind, loving, committed, loyal, hardworking, devoted to a life of service and the gate keeper for the judges.

Phyllis thanked Judge Butts and remarked that she is happy working for the county and would continue working as long as she can.

Mr. Metzger and Mr. Mirabito both thanked Phyllis for all her hard work, devotion, dedication and loyalty

3.0 REPORTS

3.1 Kalen Barnes – Vote to ratify accounts payable cash requirement report through 3/29/2023 to be paid on 3/22/2023 in the amount of \$1,590,443.18.

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

3.1a Mr. McDermott requested to approve the ratification of the GSA wire transfer in the amount of \$650,000 from last week for the 10% down payment for the purchase of the land for the landfill.

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

4.0 PERSONNEL ACTIONS

4.1 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. Metzger 2nd the motion. Approved 2-0

Jessica introduced the new Director of Budget Eric Enderson.

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).

Ms. Krista Rogers moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0

5.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 TDA ACTIONS

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

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

7.0 ACTION ITEMS

7.1 Matthew McDermott – Vote to approve Agreement with American Federation of State, County and Municipal Employees, AFSCME AFL-CIO, Pre-Release Center Local 3403 (2023 budget funds available).

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

7.2 Matthew McDermott – Vote to approve Commercial Insurance Proposal from The Hartman Group for the Lycoming County Recreational Authority in the amount of \$2,270.00 (2023 budgeted item).

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

7.3 Mya Toon – Vote to approve Pennsylvania Commission on Crime and Delinquency Project Modification Request for Lycoming County Probation with Restrictive Conditions Grant (2023 budgeted item).

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

7.4 Nancy Ackley – Vote to approve Agreement with Dinges, Dinges & Waltz, LLC. (2023 budgeted item).

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

7.5 Nancy Ackley – Vote to approve Agreement with Gillum Psychological & Counseling Services (2023 budgeted item).

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

7.6 Nancy Ackley – Vote to approve Agreement with CHOR Youth and Family Services, Inc. (2023 budgeted item).

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

7.7 Paula Young – Vote to approve the 2023-2024 Radiation Emergency Response Fund (RERF) Grant application in the amount of \$5,856.00 (2023 budgeted item).

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

7.8 Jerry Kennedy – Vote to approve the Prothonotary's Civil Document Software Annual Maintenance Invoice in the amount of \$23,238.00. (2023 budgeted item).

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

7.9 Maleick Fleming – Vote to approve Subrecipient Agreement with Transitional Living Centers, Inc. in the amount of \$210,000.00 (2022 PHARE funds).

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

7.10 Austin Daily – Vote to approve Change Order for Bridge Bundle 3 with Ryland Construction Company, Inc. in the amount of \$48,500.00 (Liquid Fuels funds).

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

7.11 Ken George – Vote to approve the following Amendment to Agreements with Direct Energy Business:

- Gas Transactions for the Prison, Executive Plaza, Third Street Plaza, Courthouse, Lysock View Complex, and Pre-Release Center.
- Electricity Transactions for all County owned facilities.

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

8.0 COMMISSIONER COMMENT

Mr. Mirabito commented about the Lycoming County Planning and Community Development Annual Report for 2022. Mr. Mirabito described the report as “well done, amazing” and a great resource for the public to learn about what is happening in the county.

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.

Tom Adams – Williamsport. Topics covered – appreciation of local newspapers keeping people informed, quoted scripture, monetary award granted to protesters in Philadelphia, groups funded by communism, and need for Lycoming County to continue to be a model for the rest of the state and country.

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, March 30, 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 go to:

<https://www.youtube.com/watch?v=KGO7xJzaiWw>

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Assessment – Stacy Snyder, Clerk IV, Full-Time Replacement, \$17.64 per hour, 75 hours per Pay Period, Anticipated Start Date: March 27, 2023.
- Facilities Management – Niles Stover, Maintenance III, Full-Time New Position, \$29.12 per hour, 75 hours per Pay Period, Anticipated Transfer Date: April 3, 2023.
- Judge Biichle – Amber Winder, Administrative Specialist, Full-Time Replacement, \$17.96 per hour, 75 hours per Pay Period, Anticipated Start Date: April 3, 2023.
- Prison – Kylee Dewitt, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 26, 2023.
- Pre-Release Center – Ryan Higgins, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: April 10, 2023.
- District Attorney – Renee Thomas, Clerk III, Full-Time New Position, \$14.73 per hour, 75 hours per Pay Period, Anticipated Start Date: April 11, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Information Technology – Request to remove Software Analyst, Grade 10, position from TDA.
- Information Technology – Request to add Software Specialist, Grade 9, to the TDA.
 - Conservation District – Request to add a Temporary Part-Time Administrative Specialist, Paygrade 6, Not to exceed 450 hours.

ATTACHMENT (C)

TDA ACTIONS:

- Information Technology – Request to remove Software Analyst, Grade 10, position from TDA.
- Information Technology – Request to add Software Specialist, Grade 9, to the TDA.
- Conservation District – Request to add a Temporary Part-Time Administrative Specialist, Paygrade 6, Not to exceed 450 hours.



*PROCLAMATION
IN RECOGNITION OF*

VIETNAM ERA WAR VETERANS DAY

WHEREAS, the Vietnam War Veterans Recognition Act was signed into law in 2017 designating March 29th as the National Vietnam War Veterans Day, and

WHEREAS, in recognition of what the Vietnam Veterans and their families endured during the war, upon returning home and throughout today, and

WHEREAS, in remembrance of those service members who lost their lives and those that remain unaccounted for, and


WHEREAS, in acknowledgement of the unspeakable hardships they suffered endangering their lives for the values of freedom and democracy for all, and

WHEREAS, today we remember the men and women of Lycoming County, and their families, who served our nation with honor, courage, valor and distinction and thank them for their service and sacrifice, and

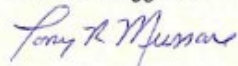
WHEREAS, we are forever grateful for the valuable contributions they continue to make today, and

THEREFORE, on behalf of the grateful citizens of our County, the Lycoming County Commissioners urge all citizens to join with us in recognizing this day as a tribute to the Veterans of the Vietnam Era War, the sacrifices they made, and continue to make, on our behalf.

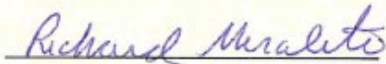
Lycoming County Commissioners



Scott L. Metzger, Chairman



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Richard Mirabito, Secretary

