

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, MAY 25, 2023
10:00 A.M.**

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

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

None

1.6 Proclamations:

- Emergency Medical Services Week_
<https://www.naemt.org/education/fots>
- Emergency Medical Services for Children Day_
<https://emscimprovement.center/domains/prehospital-care/ems-week/>

Mr. Metzger thanked all the Emergency medical services personnel for their service stating that they are the face of the community.

Mr. Mirabito thanked the emergency medical personnel as well as their families. He told the EMS personnel that we appreciate the fact that they are always on the front line. The services they provide are a privilege that we have access to. They are in our thoughts all year long.

Mr. Mussare commented that the words dedicated, professional commitment and service to the community describes the emergency medical personnel. He thanked them for all that they do for the community.

2.0 2023 EMERGENCY MEDICAL SERVICES AWARDS

2.1 Carla and William Miller – Presentation of awards to recipients

Carla read a letter dedicated to the EMS Staff before presenting the awards with William Miller.

Award Recipients:

- Emergency Medical Responder of the Year – Dean A Miller Jr.**
- Emergency Medical Technician of the Year – Stephanie A Neeper**
- EMS Instructor of the Year - Kari B. Wines**
- Rescue Technician of the Year – Kenneth M. Smith**
- Kline A. DeWire Memorial Award – Charles E. Kiessling Jr.**

Charles Kiessling thanked everyone and stated he hopes to continue to support the efforts of the volunteers and public servants.

Mr. Metzger shared that he spoke at the Salvation Army Luncheon on 5/25. He shared the following from that event as he believes it pertains to the EMS personnel “Whether you volunteer or get paid there are three things: you show the mercy of God, you show the love of God and you show the heart. God gives you the heart to serve. Those are the three things each one of you possess. These are gifts.”

3.0 REPORTS

3.1 Kalen Barnes – Vote to approve ratify invoices due through 5/31/23 to be paid on 05/24/23 in the amount of \$1,001,550.53.

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

3.2 Kalen Barnes – Vote to approve special check run for Pennsylvania College of Technology to be paid on 5/11/23 in the amount of \$105,388.00.

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

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. 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. McDermott reported that these actions were taking place due to a change in the approval process. Going forward requests for long term vacancy coverage and straight time compensation must go through and be approved the Salary Board.

Mr. Mirabito pointed out that the date was incorrect for Steven Simms. The correct date should be November 27, 2022 – March 24, 2023.

Jessica Seagraves advised that she is working on a new policy that will be presented at a later date.

Mr. Mirabito explained to the public that these changes must be presented and approved by the Salary Board. This provides accountability to the employees and the public.

Ms. Rodgers made the motion. Mr. Mussare 2nd the motion. Approved 3 to 1 with the correction of effective date for Steve Simms.

Ms. Rodgers indicated that she supports ending these but is not comfortable approving the retroactive time frame. Ms. Rodgers stated that she does not feel she has enough information to go on record to approve this.

Mr. Mirabito and Mr. Metzger commented that when these were originally approved they were in compliance with the policy at that time. The policy is now outdated and has been changed which is why these are being ended.

5.3 Adjourn Salary Board.

Reconvene Commissioners' Public Meeting

6.0 ACTION ITEMS

6.1 Jessica Seagraves – Vote to approve Services Agreement with Manpower (2023 budget funds available).

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

6.2 Mya Toon – Vote to approve the list of contracts approved by the Director of Administration for the month of April.

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

6.3 Kate Kiessling – Vote to approve the 2023 Paul Coverdell Forensic Science Improvement Grants Program grant application in the amount of \$500,000.

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

6.4 Kate Kiessling – Vote to approve First Community Foundation Partnership Williamsport Lycoming Cycle grant application in the amount of \$250,000.

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

6.5 John Lavelle-Presented by Mya Toon – Vote to approve Designation of Agent Resolution for FEMA BRIC grant award.

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

6.6 Sal Vitko – Presented by Austin Daily -Vote to approve the 2023 Liquid Fuels Municipal Allocations (liquid fuels funds).

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

6.7 Jason Yorks – Vote to approve Amendment to Agreement with Professional Petroleum Service Company (2023 budgeted item).

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

6.8 Dave Goodwin/Sara Johns presented by Mya Toon– Vote to approve Agreement with the University of Cincinnati Research Institute (Demonstration and Learning Sites Planning Grant funds).

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

7.0 COMMISSIONER COMMENT

Mr. Metzger announced that there are many Memorial Day Celebrations throughout the county that are open to the public. He asked the public to take time to acknowledge and remember the holiday and those that served. Without these veterans who paid the ultimate price we would not be sitting where we are with our freedoms.

Mr. Mussare thanked Mr. Metzger for taking the time to give a meaningful prayer for the veterans, community and service people. These prayers are appreciated by many.

Mr. Mirabito announced that he attended Senator Yaw’s Student Government seminar last week. He remarked about the young people’s enthusiasm for getting involved in politics as well as the ability they demonstrate. He described them as a rich talent pool. The challenge is getting them to stay and live her. Mr. Mirabito also commented on Senator Yaw’s round table for rural Pennsylvania that they attended. The participants discussed the challenges communities in rural PA face and what is needed to keep the communities vibrant.

Mr. Metzger informed the public that there was a meeting on Monday with the Airport Authority to discuss the challenges they are facing. The Commissioners went on a tour of the facilities yesterday to see the progress of the renovations and those they are hoping will be done by 2024. COVID monies are being used for these projects.

Mr. Mussare explained that Lycoming County received the fourth largest amount of COVID moneys in the state because they had just built the new terminal.

Per Mr. Mirabito when the COVID monies were allocated they looked at what was spent in 2018 to determine the amount awarded. Since 17 million dollars was spent in 2018 on the terminal Lycoming County got the 4th largest ARP money in the state.

Mr. Mussare remarked that the 3 million dollars that the county put in from ACT 13 dollars leveraged almost 30 million dollars in funding.

Mr. Mirabito explained that the TSA requirements were not being met with the old terminal which is why they had to build a new one in order to bring it up to the standards required by law. He further explained that there are two sides to the airport one for commercial aviation and the other for general aviation.

Mr. Metzger explained that the general aviation is for private planes and charters. They have done 4000 flights.

Mr. Mussare reported that the Airport Authority has several pilots on the board that understand the needs of the airport, understand aviation and have the ability to communicate effectively with the networks to move the airport forward. He also stated that due to the general aviation side and the leases they hold the airport will not have to rely on taxpayer dollars.

Mr. Metzger reported that the Commissioners are in communication with the Airport Authority. They have recommended to them that they market what they are doing and accomplishing so the public is more aware and has the correct information.

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.

Tom Adams, Williamsport – Mr. Adams thanked the Commissioners for recognizing the EMS personnel and honoring all those that have served our country for Memorial Day. Mr. Adams commented on the constitution and how the court system is supposed to work. He remarked that the people need to get control of a representative government.

You tube public comment:

Jeff Will Try Religious zealotry, dogma, and interpretation of law should be shamed out of our public forums. Facts and science over superstition and xenophobia.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, June 1, 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=qJ80zOyZUhM>

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Procurement – Bobbi Jo Swisher, Procurement and Grant Officer, Full-Time Replacement, \$41,203.50 per year, 75 hours per Pay Period, Anticipated Start Date: May 30, 2023.
- Procurement – Lisa Ames, Administrative Specialist, Full-Time Replacement, \$19.24 per hour, 75 hours per Pay Period, Anticipated Start Date: June 12, 2023.
- Resources Management Services – Tayllor Budman, Equipment Operator, Full-Time Replacement, \$18.18 per hour, 80 hours per Pay Period, Anticipated Transfer Date: 5/28/2023.
- Facilities Management – Timothy Marsh, Custodial Worker, Full-Time Replacement, \$13.28 per hour, 75 hours per Pay Period, Anticipated Start Date: May 30, 2023.
- Facilities Management – Max Motko, Maintenance III – HVAC, Full-Time Replacement, \$28.56 per hour, 75 hours per Pay Period, Anticipated Start Date: June 12, 2023.
- Prison – Sharif Mercer, Correctional Officer I, Part-Time Replacement, \$20.00 per hour, Not to exceed 1000 hours, Anticipated Start Date: July 2, 2023.
- Prison – Cole Peterson, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: June 4, 2023.
- Adult Probation Office – Kennedie Bahr, Adult Probation Officer, Full-Time Replacement, \$20.10 per hour, 80 hours per Pay Period, Anticipated Start Date: June 12, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Request to approve the following employees for **compensation for long-term vacancy coverage**:
 - Budget and Finance:
 - Kalen Barnes, Administrative Specialist, Effective January 22, 2023 – May 27, 2023.
 - Carissa Seals, Accountant II, Effective September 18, 2022 – May 27, 2023.
 - Lori Weston, Lead Fiscal Technician, Effective January 22, 2023 – May 27, 2023.
 - Planning and Community Development:
 - Heather Lehman, Financial Administrative Supervisor, Effective November 4, 2022 – May 9, 2023.
 - Human Resources:
 - Tatyana Turner, Human Resources Generalist, Effective March 19, 2023 – May 27, 2023.
 - Allison Wolfe, Human Resources Business Partner, Effective March 19, 2023 – May 27, 2023.
 - Sheriff's Office:
 - Michele McDermott, Administrative Specialist, Effective March 25, 2022 – May 27, 2023.
 - Courts:
 - Catherine Winder, Magisterial District Court Supervisor, Effective January 1, 2022 – May 27, 2023.
 - Prison:
 - Tammy Toner, Administrative Specialist, Effective January 22, 2023 – May 27, 2023.
 - RMS:
 - Dennis Brewer, Resource Recovery Supervisor, Effective January 22, 2023 – May 27, 2023.
 - Jessica Dibartolomeo, Clerk III/AP Weighmaster, Effective April 2, 2023 – May 27, 2023.
 - Dori Laubach, Clerk III/Weighmaster, Effective April 2, 2023 – May 27, 2023.
 - Cherie Rogers, Assistant Business Manager, Effective April 2, 2023 – May 27, 2023.
 - Heather Snyder, Clerk III/Weighmaster, Effective April 2, 2023 – May 27, 2023.
 - Steven Simms, Business Manager, Effective November 27, 2023 – March 24, 2023.
 - Bethany Stugart, Administrative Specialist/Training Coordinator,

Effective April 2, 2023 – May 27, 2023.

- Request to approve the following employees for Exempt straight-time pay:
 - Budget and Finance:
 - Carissa Seals, Accountant II, Effective December 11, 2022 – May 27, 2023.
 - RMS:
 - Steven Simms, Business Manager, Effective November 26, 2022 – May 5, 2023.

EMS STRONG

READY TODAY. PREPARING FOR TOMORROW.

EMERGENCY MEDICAL SERVICES WEEK, MAY 21-27, 2023

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

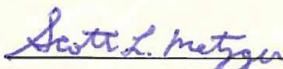
WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, We, Commissioners of the County of Lycoming in the Commonwealth of Pennsylvania, in recognition of this event do hereby proclaim the week of May 21-27, 2023, as

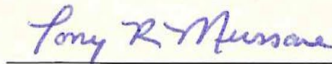
EMERGENCY MEDICAL SERVICES WEEK

With the EMS Strong theme, *EMS WEEK: Where Emergency Care Begins*, We encourage the community to observe this week with appropriate programs, ceremonies, and activities.

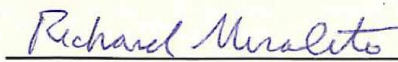
Lycoming County Commissioners



Scott L. Metzger, Chairman



Tony R. Mussare, Vice Chairman



Richard Mirabito, Secretary





**CELEBRATE
EMSC DAY!**
MAY 24, 2023

Emergency Medical Services for Children (EMSC) Day Proclamation

WHEREAS, more than 30 million children receive emergency medical care each year due to illness or injury; and

WHEREAS, the needs of children are different than the needs of adults in medical emergencies; and

WHEREAS, the goal of Emergency Medical Services for Children is to help states and communities prepare for an emergency involving a child through the provision of pediatric-ready emergency departments and emergency medical services agencies; and

WHEREAS, the Emergency Medical Services for Children Program supports research and improvement science to drive transformation of emergency care systems; and

WHEREAS, Emergency Medical Services for Children relies on its established partnership within the Emergency Medical Services (EMS) community, as well as multidisciplinary teams of healthcare providers across the emergency care continuum to help states and communities reduce child and youth disability and death due to severe illness or injury; and

WHEREAS, Emergency Medical Services for Children, the tens of thousands of prehospital and hospital based practitioners and families it serves, and the professional organizations and federal agencies in which it partners are committed to ensure the delivery of high-quality emergency care for children; and

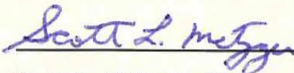
WHEREAS, it is proper and timely to bring recognition to the value and accomplishments of Emergency Medical Services for Children and the dedicated personnel who work tirelessly to improve the delivery of pediatric care across emergency care systems.

NOW, THEREFORE, We, Commissioners of the County of Lycoming in the Commonwealth of Pennsylvania, do hereby proclaim the date of May 24, 2023, as

EMERGENCY MEDICAL SERVICES FOR CHILDREN (EMSC) DAY

as part of National EMS Week in Lycoming County and urge all citizens and health care professionals serving the pediatric population to celebrate the EMS Strong theme, **EMS WEEK: Rising to the Challenge**, to become familiar with EMSC, its programs and activities in our state and nationally, and to support and participate in educational and outreach programs to increase their knowledge of best pediatric medical care practices.

Lycoming County Commissioners



Scott L. Metzger, Chairman



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Richard Mirabito, Secretary



Carla Miller Presentation:

I was sitting at my desk thinking about how to even start a “thank you” letter to my fellow EMS brothers and sisters in arms for everything that you do, that we know you do. However, I can’t help but wonder, does saying, “you are so appreciated,” mean that much when it’s coming from another EMS Provider?

The answer is yes, truly and deeply. And perhaps it is even more so that I appreciate you now because of knowing where you have been and what you have been through.

It is easy to forget about the role of EMS in our lives. It’s a job that works predominantly behind the scenes until they are needed; countless hours training and preparing for whatever comes your way (and usually at 2 or 3 o’clock in the morning). It’s imperative that we always remind ourselves to stop and thank these EMS providers for everything they do. It’s not just a job - it is a dedication to their fellow mankind to make sure they will do everything possible to save your life.

So, every year for one week, the country and the public safety community come together to celebrate and say “Thank You” to our nation’s EMS heroes. For 2023, the American College of Emergency Physicians (ACEP) has partnered together with the National Association of EMT’s (NAEMT) to take on the theme of “**Where Emergency Care Begins.**”

You don’t have to work in EMS for very long to understand how much of a family it truly is. After all we live **together**, get dirty in the trenches **together**, cry **together**, laugh **together**, miss meals **together**, share holidays **together**, feel joy **together**, and feel hurt and pain **together**. We are **stronger together**. Out there, wherever it is that you serve, you are expected at any given second to drop everything that you are doing and prepare for the worst. And while the job is not performed for recognition, it is absolutely deserved.

We often think of EMS as “just a job,” and forget that it is also a total investment of your mind and body. It’s a difficult profession to explain.

We don’t always have loved ones we can pour our hearts out to. Often, we want to protect them from the horrible things we have seen, and sometimes they just don’t want to hear it because it is too much for them to listen to.

Lastly,

More so than ever with suicide and depression being one of the biggest epidemics that our profession is facing, we need each other. Stop for a minute and take this time to **really take care of yourself** and each other. KNOW that you are appreciated. For those of you not in EMS - thank your EMS Providers, show them you care with a simple “thank you,” a cup of coffee, or

let them to the front of the line if they are trying to get food (for the love of all things - let them get food!) We **are absolutely stronger** when we stand as one.

EMERGENCY MEDICAL RESPONDER OF THE YEAR:

Dean Miller Jr,

EMT OF THE YEAR:

Stephanie Neeper

EMS INSTRUCTOR OF THE YEAR:

Kari Wines

RESCUE TECHNICIAN OF THE YEAR:

Kenneth Smith

Final Award....

Kline A. Dewire Memorial EMS Lifetime Achievement Award

It's hard to believe that Kline has been gone 15 years, but it has been such an honor to recognize so many outstanding EMS Leaders in his name. On December 17, 2007, we lost a dear friend and colleague, Kline Dewire who left a huge legacy. It is because of this that the LTS Regional EMS Council honors his memory with an annual recognition of a provider who has exhibited the same commitment that Kline did.

The recipient of the Kline A. Dewire Memorial EMS Lifetime Achievement Award is being presented by Kate and JJ