

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, JUNE 22, 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. Approved 3-0

- 1.5 Public Comment on Agenda Items Only

None

2.0 SERVICE AWARDS

- 2.1 Board of Commissioners – Recognize the following individuals on their service to Lycoming County:
 - District Attorney's Office – Calvin Irvin – 10 years

Matthew McDermott announced that Calvin Irvin was not available today. His award will be presented at next weeks meeting.

- Resource Management Services – Cherie Rogers – 30 Years

Presented by Jason Yorks, Director Resource Management- Mr. Yorks described presenting service awards as the best thing a Department Head gets to do. He used the following adjectives to describe Cherie – Faith, Family and Unwavering Integrity. He expressed that he is grateful that she is still with the department and hasn't retired.

Cherie Rogers – Thanked everyone and gave a brief history of the various roles she has undertaken at RMS, as well as the many changes she has seen over the years. Cherie described her fellow employees as FAMILY.

Mr. Mirabito – Thanked Cherie for her years of service and commented on her integrity and knowledge.

Mr. Metzger and Mr. Mussare also thanked her for her years of service.

3.0 REPORTS

- 3.1** Kalen Barnes – Vote to ratify invoices due through 6/28/23 to be paid on 6/21/23 for \$795,532.84.

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

- 3.2** Kalen Barnes – Vote to ratify the Poll Workers Payment Report for payment on 6/15/23 in the amount of \$85,756.42.

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

Mr. Metzger – Thanked the poll workers for their dedicated service and patience. We are looking at ways to get the money to the poll workers in a quicker manner for the November election.

- 3.3** Kalen Barnes – Vote to ratify Jury Payment Panel #12 Report for payment on June 21, 2023 in the amount of \$5,183.00.

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

Mr. Mussare commented that he has constituents that ask about the jury selection process and the notices that go out. There is a need to look at the amount of jury requests- sixty-five thousand requests is approximately \$30,000. He reported that the number one complaint that he receives is what a waste of time it is when they are told that they aren't needed or aren't even called.

Mr. Metzger responded that they need to look at ways to streamline the system. He noted that it is also frustrating for the courts. One out of every two people get jury notices each year. We need to talk with the courts and research how other counties do this. In addition, the Sheriff's name and number is on the notice. They get all the complaints which puts a burden on the Sheriff's office. They should be included in these discussions.

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).

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

- 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. Mussare 2nd the motion. Approved 3-0

7.0 ACTION ITEMS

- 7.1** Matthew McDermott – Vote to approve the appointment to the following Williamsport Municipal Airport Authority:

- Suzette Snyder

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

Mr. Metzger thanked Suzette for applying for the position on the Airport Authority Board and offered her best wished on the appointment. They are looking forward to working with her on the board and noted that she came highly recommended.

Ms. Snyder introduced herself. She described her background and thanked everyone for the appointment to the board. She is looking forward to serving.

- 7.2** Mya Toon – Vote to approve the rejection of the bid received for Lysock Handicap Ramp Replacement Project.

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

- 7.3** Mya Toon – Vote to approve the award of the bid for Third Street Plaza Reroofing Project to Hulton Contracting Inc. in the amount of \$209,875.00 (2023 budgeted item).

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

- 7.4** Mya Toon – Vote to approve architectural fee proposal with Tony Visco, Jr. in the amount of \$27,200 (2023 budgeted funds available).

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

Mr. Mussare asked if consolidating duties is included in the plan.

Ms. Toom responded that many things are being considered. It is a large undertaking. Looking at developing a directory. There are many details that still have to be worked out.

Mr. Metzger commented that this is fantastic. He announced that the Sheriff's office target date to move back to the courthouse is July 25th, the Coroners office is underway and the offices at the Sharwell building will be moving over to Third Street Plaza by July 31, 2024. The public won't have to jump all over the place once everyone is moved in. Mr. Metzger wants the press and the public to be able to view the plans. He thanked Mya for all of her work on this.

Mr. Mirabito added that they want to be sure that they weren't being duplicative in reception duties. Consolidating functions will be up to the new board and department heads.

Ms. Toon reported that they are looking at the possibility of a public meeting room on the first floor for ease of access for the public.

Mr. McDermott added that they are also looking at what offices have the most walk-in traffic for future flow and accessibility. We are also looking at what the impact will be, as well as the needs when the joinder moves into the building.

- 7.5** Mya Toon – Vote to approve quote for shirts for the Lycoming County Fair Communication Operations team from Roger’s Uniforms in the amount of \$444.48.

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

- 7.6** Ken George – Presented by Mya Toon - Vote to approve Agreement with Ainsworth Inc. in the amount of \$35,600.00 (2023 budgeted item).

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

- 7.7** Beth Baylor – Vote to approve Second Amendment to Agreement with Geisinger Medical Center (2023 budgeted item).

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

- 7.8** Sal Vitko – Vote to approve Pennsylvania Department of Transportation Transportation Planning and Programming Grant Agreement in the amount of \$751,550.00 (2023 budgeted item).

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

Mr. Mussare asked Mr. Vitko what the constituents are saying about the 220 project and what the purpose of the study is.

Mr. Vitko replied that they had met with the Woodward Township supervisors and attended a PennDOT Connects meeting. They suggested that the township supervisors seek supplemental funding to do a study to determine how the 220 project will impact the local infrastructure. The request was just submitted. The purpose of the study is to focus on land development issues that you want to tie into future development. How traffic patterns impact local roads, is there a way to improve those roads, safety concerns, pedestrian infrastructure, efficiency are some of the issues that can be looked at through the study. Currently we are waiting to see if the funding comes through for the study.

8.0 COMMISSIONER COMMENT

Mr. Metzger announced that the closing on the mall property is scheduled for today. We are looking forward to the plans and progress this will bring to the County.

Mr. Mussare announced that they attended a Chamber meeting yesterday. They discussed County government financing certain projects and the priorities of trying to repopulate the County. He described this process as a double edge sword. If we bring in economic development are we cannibalizing the workforce? We all need to look at how we can address

this. Jay Alexander said it best – if we can get government officials to throw as many balls in the air and work as many balls (projects) as we can then that may be part of the solution. Mr. Mussare announced that another opportunity has been presented. First Community is looking to partner with the Chamber, City and County to get another development started. A developer wants to come into the county and invest in the community.

Mr. Metzger interjected that City Council is voting on it tonight. First Community foundation has already voted to move ahead with it as long as everyone else agrees with it.

Mr. Mirabito explained that there are three Federal Tax Opportunity Zones – three areas. There are investment funds available for each of these areas. Investors want to invest in opportunity zones that get tax benefits. They aim to get a return on their investment. First Community approached the City, County and Chamber about the four entities partnering together for the project. Each entity would put in \$1,250,000.00. The Investment fund would put in \$20,000,00.00. This is a lot of money to invest in the community. There are questions that need to be addressed yet. This is a first loss capital. The last capital that gets repaid in the venture are the four investors. It is a risk. The Community Foundation is deciding whether this will be a loan or a grant. It is in our interest to take advantage of opportunities that come our way to help grow the County population.

Mr Metzger added that they will need to decide soon on two developers for the Housing Initiative Program. Two million dollars is committed to the program. One hundred and fifty to one hundred and seventy-five homes will be built in the Loyalsock and Hughesville area. This will address some of the housing needs.

Mr. Mussare added that it is a return on our investment. The only way we are going to hold the line on our taxes is to generate revenue from new home and new business taxes. We are seeing more developers come to the County for money.

Mr. Mirabito reported that they have been told by realtors is that some of the population decline can be attributed to people moving to surrounding counties where there is newer housing available. We need a multi-faceted approach to the issue. Everyone wants the same thing. They want to be in a community that is conducive to raising a family.

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

Mark Mussina, Montoursville – commented on the local housing market. After COVID the prices of houses were jacked up and now many people can't afford to buy a house. People can take a job here, but can't afford the housing, Mark also expressed his view on the jury selection system. He suggested that people be allowed to take phones into the jury room so they can be taking care of their business while waiting. This would help the time go faster and decrease people's frustration so they aren't sitting there thinking about all the things they have to do.

Mr. Mussare responded that the reason cell phones were prohibited from use is that people were taking pictures of the jurors and witnesses which was very threatening. All agreed that the current system needs to be looked at.

Tom Adams, Williamsport. Tom commented on the investment for FAMVEST and shared his views on public private partnerships. Per Tom it is his belief that our founders struggled with similar issues. Tom commented on his view of the story posted in the Sun Gazette about a man who voted twice in an election. Tom quoted proverbs. He expressed his view on the state of the country and relayed some statistics on transgender youth suicides. Tom stated that we need to keep a positive, cheerful attitude. He commented on racism and the teaching of evolution. Tom read a quote from George Washington.

YOU TUBE PUBLIC COMMENT



Jacob StopperFirst

10.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, June 29, 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=etFRhEnawp4>

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Information Technology and Consolidated Services – Heather Leonard, Administrative Specialist, Full-Time Replacement, \$17.96 per hour, 75 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Prison – Matthew Vogel, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 16, 2023.
- Prison – Lauren Walters, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 30, 2023.
- Prison – Kylee Dewitt, Correctional Officer I, Part-Time New Position, \$20.00 per hour, not to exceed 1000 hours, Anticipated Transfer Date: June 25, 2023.
- Register and Recorder – Nydia McNutt, Clerk IV, Full-Time Replacement, \$17.64 per hour, 75 hours per Pay Period, Anticipated Start Date: June 26, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Request to approve the long-term vacancy coverage pay for the following employee effective June 8, 2023:
 - RMS – Dennis Brewer, Resource Recovery Supervisor
- Request to approve the long-term vacancy coverage pay for the following employees, effective June 13, 2023:
 - Information Services – Leslie Bastion, Consolidated Services Manager
 - Information Services – Mark Hulyo, Deputy Chief Information Officer
- Request to add the following position:
 - Prison - Per Diem/Part Time Licensed Practical Nurse, Paygrade 10, not to exceed 1,000 hours annually.

ATTACHMENT (C)

TDA ACTIONS:

- Request to add the following position to the TDA:
 - Prison - Per Diem/Part Time Licensed Practical Nurse, Paygrade 10, not to exceed 1,000 hours annually.