

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, JULY 20, 2023
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Mussare Commissioner Mirabito, Director Matthew McDermott, and Solicitor Chris Kenyon.

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 BID OPENING

- 2.1 Krista Rogers – Open the following bid:
 - RFP for a Total Compensation Study

RFP for Total Compensation Study		
Company Name	Submitted Amount	Date Submitted
Integrity Personnel, Inc.	\$215,000.00	7/14/2023 1:35 PM
Gallagher Benefit Services, Inc.	\$275,000.00	7/13/2023 10:05 AM
Evergreen Solutions, LLC	\$73,500.00	7/13/2023 12:14 PM
MCGRATH HUMAN RESOURCES GROUP	\$105,729.00	7/8/2023 6:48 PM
Bolton	\$66,000.00	7/12/2023 4:57 PM
RKL Virtual Management Solutions	\$101,500.00	7/14/2023 12:32 PM
The Archer Company	\$27,500.00	7/14/2023 3:50 PM

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to ratify invoices due through 7/26/23 to be paid on 7/19/23 in the amount of \$2,201,524.00.

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
Mr. Mirabito explained some of the larger expenditures for the public.

3.2 Kalen Barnes – Vote to ratify Jury Panel #16 payment report in the amount of \$4,148.60.

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

Mr. Mussare commented that the special check runs for the jury panels are to speed up the process of paying the jurors.

Mr. Mirabito thanked all the jurors for their service.

4.0 INFORMATION ITEMS

4.1 Mya Toon – Acknowledge the County will be requesting proposals for the following:

- Brown Farm Fish Habitat Design Project
- Spring Garden Hunting Club Fish Habitat Design Project

5.0 PERSONNEL ACTIONS

5.1 Jessica Seagraves – 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).

Ms. Seagraves noted a correction on Attachment A -For the part time new position it is corrected to read no more than 1000 hours instead of 80 hours per pay period.

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

6.0 ACTION ITEMS

6.1 Kristin McLaughlin – Vote to approve Amendment to Subrecipient Agreement with Williamsport Municipal Water Authority (ARPA funds).

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

6.2 Kristin McLaughlin – Vote to approve Amendment to Subrecipient Agreement with Williamsport Sewer Authority (ARPA funds).

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

6.3 Kristin McLaughlin – Vote to approve and award the following ARPA non-profit grant:

- Garrett Cochran Post 1 American Legion (Williamsport) in the amount of \$12,990.00.

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

6.4 Kristin McLaughlin – Vote to approve and award the following ARPA water and sewer grant:

- Duboistown Borough Cochran Avenue Utility Line Replacement in the amount of \$80,000.00.

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

6.5 Matthew McDermott – Vote to approve Agreement of Sale with Pennsylvania College of Technology.

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

Mr. Patrick Marty, Chief Government & International Relations Officer, Pennsylvania College of Technology read a statement which is attached.

Kathryn Keissling spoke on behalf of the Coroner – Thanked Commissioners for securing a building for them.

Mr. Mussare thanked Penn College and other nonprofits for always working together in a collaborative effort to help solve issues of county government. This collaboration works and we thank you for that cooperation. It helped resolve the Coroner’s problem, it added a number of housing units at the golf course which will help bring more people to our community and stabilize taxation. Mr. Mussare asked Mr. Marty if the Penn College students won the BAHA competition. He responded that they have had two top ten finishes and have won the Euro division. Mr. Marty further explained the program and competition. Mr. Metzger announced that next May Penn College will be hosting this international competition.

Mr. Mussare announced that Penn College is ranked number one in the state on return investment in both the 10 year and 15-year categories. He praised Penn College and the incredible programs that they offer the students.

Mr. Marty explained that the programs offered are essential professions. The industries support the programs, help with the curriculum, the school and on the student level. The industries advise the college on programming and rewards the college with needed equipment for the programs.

Mr. Metzger asked Mr. Marty to thank the Board of Directors for working with the County and their continued cooperation in resolving the three key issues.

Mr. Mirabito thanked Mr. Marty for all that he does in addition to the Board of Directors. He also informed the public that Penn College adds 15 police officers to the community. They are empowered under the state statute.

6.6 Mya Toon – Vote to approve 2023-2024 Medical Assistance Transportation Program Participation Grant Agreement & Assurance of Compliance.

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

Dan Merk, Program Director, STEP - Mr Merk explained and reviewed the transportation programs that would be covered by this grant. In response to Mr. Mussare’s question Mr. Merk explained that they are still recovering from the pandemic so overall are in the red. He reported that they are working with PennDOT with funding and programming. They will have a new transportation garage to house their vehicles due to funding from PennDOT. Mr. Mirabito asked Mr. Merk who should a constituent contact if they have any issues or problems. Mr. Merk responded that they should contact him at 570 -601-9675.

6.7 Mya Toon – Vote to approve and award bid for electric convection oven to Sam Tell & Son Inc. in the amount of \$23,249.07 (2023 budgeted item).

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

- 6.8** Mya Toon – Vote to reject all bids received for the Williamsport Region Relief Well Rehabilitation and Replacement Project.

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

Shannon Rossman, Director of Planning explained that the Army Corp of Engineers was hired to analyze the Northeast and East levees. After doing an extensive study and seeing the wells, the Army Corp agreed that it would be more cost effective to replace only the wells in the current seepage areas that get water and not the entire levee system. The new well drilling standards, new analysis, final design that meets current standards, only replacing the wells in areas where they are critical and needed will save money.

Mr. Mirabito responded that this was good news for the County that less money will be needed for the project. He gave credit to the Army Corp, FEMA and elected officials for coming together to find a solution.

Mr. Mussare stated that he was grateful the original bids weren't accepted. We need agencies to collaborate with us, especially when talking about design, technology and engineering. We hope there is more cooperation and a better understanding in the future when things need to be put out to bid. He asked if an extension of the EDA grant was awarded?

Ms. Rossman in response informed that they must break ground for the cross pipe by November. They are currently working on getting bids out and working with EDA on it. Now everyone is at the table working together doing everything to make sure everything is in place so the grant funding is not lost. Per Ms. Rossman all levels of government are collaborating on this project. This project will protect approximately 4 billion dollars of tax base, not including the infrastructure. She discussed the potential damage if the levee would break.

- 6.9** Jason Yorks – Vote to approve Change Order No. 1 with EnviroCon Systems, Inc. in the amount of \$19,000.00. (2023 budgeted item).

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

- 6.10** Jason Yorks – Vote to approve Agreement with Monitoring Control and Compliance, Inc.

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

- 6.11** Jeff Hutchins – Presented by Beth Baylor -Vote to approve Hazardous Materials Emergency Response Agreement with Eagle Towing & Recovery Inc. (2023 budgeted item).

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

- 6.12** Maleick Fleming – Vote to approve Amendment to Subrecipient Agreement with Cummings Township (Act 13 funds).

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

- 6.13** Kelsey Green – Vote to approve Change Order #2 with Elijah LLC (2014 PHARE funds).

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

6.14 Leslie Kilpatrick – Vote to approve Microsoft Volume Licensing True-Up Order (2023 budgeted item).

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

6.15 Leslie Kilpatrick – Vote to approve Data Licensing Bundle Quotation with Melillo Consulting in the amount of \$22,604.00 (2023 budgeted item).

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

7.0 COMMISSIONER COMMENT

Mr. Mirabito made the following points regarding the cats at the landfill:

We all love pets. The problem is this is a public facility, a place of employment. It would be great if everyone could come to work however they wanted wearing pajamas and bringing their pets to work. Some people have allergies. The issue with the cats at the landfill offices developed due to an employee who had such a severe reaction that they couldn't go into the facility. They couldn't do the job that the taxpayers are paying them to do because of the presence of the cats. We had determined several months ago that the cats had to find new homes. We couldn't have an employee not be able to do their job. Unfortunately, this message wasn't communicated. There was no ultimatum that the cats had to be out within 72 hours, although a deadline was needed. This is about being able to have a public space where anyone can come, including employees who the taxpayers are paying to do a job. This is about making sure that everyone can access the space. This is not a reflection on anyone not appreciating cats, or anything like that. We take this seriously. We can't direct an employee to go into a place to work if that employee is not going to be able to breathe. We hope that the public can understand this. Unfortunately, this is something that has to be done. I read a post where someone asked if this was related to the requests for raises. We are trying to do everything to make sure we have compensation policies that are fair and conducive to people staying with the County. So, it has nothing to do with that.

Mr. Metzger stated that they appreciate the staff at the landfill and acknowledged that they work very hard. They are a very close community and the workers are like family. Often cats are abandoned at the landfill, like many animals today, which is a tragedy. They are stuck in boxes and thrown away with the trash all the time. This is very sad and wrong. We all love our pets. Five years ago, they adopted three cats which have become part of their family. We understand no one wants to lose their pets. However, it is a health issue. We are concerned that they find a good home. If anyone is interested in adopting one or all they can contact Jason Yorks at the landfill.

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

Amy Resh – Assistant Administrator for the Lycoming County Library System and Executive Director of the James V. Brown Library. Ms. Resh thanked the Commissioners for their continued support of the library. She provided an update and reported that every metric is higher than last year. See attached report. Visits to the library are booming with patrons coming in regularly and utilizing the offered services and programs. Ms. Resh

informed the public that from the beginning of January to the end of June of 2023 approximately six million dollars of tax payer money has been saved by people utilizing the library services. Per the request of Commissioner Mirabito Ms. Resh presented her background.

Tom Adams, Williamsport – Mr. Adams quoted psalms and expressed his interpretation of the psalms and how he believes they apply to government today. Mr. Adams stated that he thinks it was great how the different agencies are working together to resolve the levee problems. He doesn't like to be at odds with people and invited people to be forthright with him.

You Tube Public Comment:

Jeff Will Try "The only thing you absolutely have to know, is the location of the library" – Albert Einstein

Jeff Will Try "Cutting libraries during a recession is like cutting hospitals during a plague" — Eleanor Crumblehulme



Jeff Will Try Thank you commissioners for all continued support of our local libraries. It is equivalent to support for our communities.

9.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, July 27, 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=DBETSJa_DUU

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Ratify Agreement with Employee 0712.
- Information Technology – Ronald Weaver, Technology Specialist, Full-Time Replacement, \$22.39 per hour, 75 hours per Pay Period, Anticipated Start Date: July 24, 2023.
- Prison – Robert Paulhamus, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 30, 2023.
- Prison – Kevin Rossman, Correctional Officer I, Part-Time New Position, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: October 22, 2023.
- Corrected to read No more than 1000 hours instead of 80 hours per pay period.
- Prison – Zachary Baylor, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 30, 2023.

Statement read by Mr. Marty

Thank you for the opportunity to speak today, Commissioners.

In October 2020, the Penn College Board of Directors authorized the college administration to sell a 425-acre ridge-top property in Nippenose Township (known as Morgan Valley) that had been utilized for special events and as a retreat center before those uses declined in recent years.

A portion of the resulting sale's proceeds were directed to student scholarship assistance, and the property is now on the County tax rolls.

This is just one example how, over the past few years, the Penn College administration and board of directors have been deliberate in divesting of underutilized properties... properties that have a **higher and better use**, and have instead focused on blight elimination within the institutional zone, on the west side of the Maynard Street Corridor in Williamsport.

There, we are partnered with the County and City on a number of projects, including expansion of the riverwalk on our southern border of campus in Williamsport.

This and other **Public-Private Partnership** activities will support the robust redevelopment of this key gateway to the city at Maynard Street, and they directly align with the proposed brownfield revitalization of at the entry-point to the City along Interstate 180: the **Williamsport Lumber Yards** youth baseball and softball complex.

Today we finalize an agreement that includes three large parcels:

1359 West Third Street in Williamsport has largely functioned as an underutilized parking lot, built to meet the onerous parking requirements of the College. With the long-overdue amendments to the City's parking ordinance under the Slaughter administration, the lot is no longer needed.

The reconfiguration and expansion of County recycling and transfer station operations will benefit the City, too, and will improve traffic safety on West Third Street.

Fritz Station Road in Brady Township is an important puzzle piece that will offer the County the ability to free up federal encumbrances at nearby highly developable properties, ultimately adding to the County and municipal tax base. The College will convey a 64-acre parcel of wooded land, which is largely used as instructional area for forestry and landscape students to do plant identification.

This parcel is just south of the 110-acre parcel we use for our Heavy Equipment training site, which we will retain. (Naturally, curricular plant identification activities can continue, as this would be public land.) The remaining 10 acres represent the ground underneath the railroad right-of-way along the Susquehanna River – on the eastern edge of our training site, but safely far enough away from the instructional area – for future use and a rail-trail extension, another great

public use.

3341 Wahoo Drive in Williamsport was constructed for a state emissions program that was later abandoned by the Commonwealth. We have used it as an advanced automotive lab, but it is underutilized, especially considering the operational costs, and the curriculum will be folded into our existing automotive program space. The 8,000sf building is a high-bay metal structure on two acres.

Knowing that Coroner Kiessling and his staff have been in dire need of a new facility, our administration thought this might be an appropriate building and location to meet many of the stated needs, and we approached the County with that in mind.

We are pleased that this agreement includes a commitment by the county to **extend public water** to Penn College's Schneebeli Earth Science Center on Allenwood Camp Lane, where our popular Diesel, Heavy Equipment, Power Generation, Landscape and Horticulture, and Forestry programs are taught in world-class, industry-supported labs.

That will also be the site for next spring's Baja SAE competition. This is an international event sponsored by the Society of Automotive Engineers, featuring more than 80 collegiate teams who design, fabricate, test and race their vehicles on an enduro track. We thank the County for their partnership on our planning for this exciting event for our community, which will bring in nearly 1000 competitors, along with sponsors, officials and spectators.

We also appreciate the partnership and support by county officials to underwrite the purchase of **two new Penn College Police vehicles**. As you know, our Act 120-certified officers complement other state and local law enforcement through mutual aid agreements, and like their colleagues in other departments have engaged in some harrowing duties. Our new captain, Dave Pletz, earned the Silver Star for Bravery last year while engaging a suspect; he and now-retired Captain Chris Miller made the arrest that led to convictions for multiple charges, including homicide.

Last week, we were able to announce that the College has received another \$2 million grant for the U.S. Economic Development Administration to attract and upskill the current and future workforce to meet the increasing demand for clean energy, architecture, construction and concrete science professionals.

Initiatives include constructing an 1,800-square-foot Clean Energy Center house on formerly blighted properties within the Institutional zone, to train home-energy professionals with in-demand skills and certifications, and updating the Carl Building Technologies Center and its instructional labs, to improve learning experiences for students enrolled in programs related to building construction, service and maintenance.

In earning that grant, we were pleased to enjoy bipartisan and bicameral support from U.S. Senators Casey and Fetterman and Congressman Meuser.

Some other quick points about the College, and where we stand today:

- We maintain greater than **96 percent placement rate** for graduates, with 100 percent in many programs;
- Georgetown University’s 2022 “Is college worth it” study name Penn College best four-year public in the state when evaluating 10- and 15-year return-on-investment.
- We now have industry partnerships with **3,000** Pennsylvania businesses;
- **5,000** incumbent workers and apprentices were trained last year through our robust workforce development division;
- The college now predicts **double-digit** enrollment percentage increases (that’s an increase of several hundred full-time students) for Fall 2023, with some 45 in-demand programs (e.g., Welding, Electrical, Aviation Maintenance) currently beyond capacity and on waitlists.
- Our Board of directors voted in June to **hold tuition flat** for 2023-24.

Please bear in mind that while we are affiliated with the University, Penn College is **not** supported financially by Penn State, and are reliant upon the Commonwealth for our own appropriation, which currently represents **less than 25 percent of our budget.**

Even with the 7.1% increase proposed in both H.B. 612 and H.B. 1456, and despite our remarkable enrollment growth this fall, it still leaves us in a deficit position as we work through two smaller junior and senior classes, due to the pandemic.

Penn College is an expensive endeavor, but because of the low per-student funding from the state, low- and middle-income families have significant challenges accessing the life-changing educational programs we offer in “essential” professions like: welding and CNC machining, polymer engineering, nursing and physician’s assistant, cybersecurity, building automation, aviation maintenance, power generation and construction management.

Penn College’s proven model most effectively prepares future workforce leaders – but the paradox is that there is an affordability problem for the very students (traditional-age and re-skilling students, alike) who society needs to fill these roles.

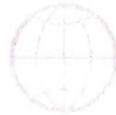
We ask for your support in seeking fair funding from our legislators and governor, and we thank you for our long and fruitful partnership.



Lycoming County Library System services 2022 to 2023



People walk through the doors
2022: 81,490
2023: 96,840



Website visits
2022: 57,037
2023: 59,380



Audiobooks and eBook usage
2022: 24,197
2023: 26,782



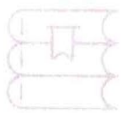
Library cards
2022: 1,669
2023: 1,623



Public wi-fi uses
2022: 42,662
2023: 73,383



Magazine checkouts
2022: 1,607
2023: 1,501



Physical items checked out
2022: 240,678
2023: 247,889



Public access computer usage
2022: 7,488
2023: 8,448



\$52 per person saved
(\$5,928,728/114,000)
According to <https://ilovelibraries.org/what-libraries-do/calculator/>

**Usage based on January 1 - June 30 statistics*