

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 27, 2023  
10:00 A.M.**

**Present: Commissioner Metzger, Commissioner Mussare, Commissioner Mirabito via phone/person, 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. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only

**J**

Jacob Stopper:First

**2.0 REPORTS**

- 2.1 Kalen Barnes – Vote to ratify invoices due through 8/2/23 to be paid on 7/26/23 in the amount of \$3,322,612.82.

**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0**

**3.0 INFORMATION ITEMS**

- 3.1 Tanya Collins – Review projects for the FFY 2023 Community Development Block Grant funds (2023 CDBG funded).
- 3.2 Mya Toon – Acknowledge the County will be requesting proposals for Professional Construction Phase Engineering Services.

**4.0 PERSONNEL ACTIONS**

- 4.1 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 reported that Brandon Hull is no longer a candidate.

**Mr. Metzger made the motion to approve the Personnel actions with the exception of Brandon Hull.**

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

**Mr. Mussare asked why the start date was in September for the Adult Probation hire. Ms. Seagraves was unsure, but indicted many factors affect start dates. She later reported that the person was moving here from out of state.**

## **5.0 ACTION ITEMS**

5.1 Jessica Seagraves – Vote to approve Amendment to All Group Health Plan.

**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0**

5.2 Matthew McDermott – Vote to approve the purchase of network equipment and support for the Prison, the Sheriff’s Office and Third Street Plaza in the amount of \$105,143.13 (2023 non-budgeted items but funds are available).

**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0**

**Mr. McDermott clarified the following: \$43,300.00 for 6 switches for the move to TSP is unbudgeted, \$49,479.12 is a budgeted item for the Prison Upgrade and approximately \$13,000 for 2 switches is also a budgeted item for the Sheriff’s Department.**

**Ms. Toon reported that the prison transferred funds from within their budget for the cost.**

5.3 Mya Toon – Vote to approve Act 13 Agreement with Lycoming Water & Sewer Authority in the amount of \$31,350.00 (Act 13 funded).

**Mr. Mussare moved to approve. Mr. Mirabito 2<sup>nd</sup> the motion. Approved 3-0**

**Ms. Christine Weigle, Executive Director Lycoming County Water and Sewer Authority appreciates the Commissioners consideration for the agreement for Act 13 monies. They will go towards the Mifflin Manor repair and rehabilitation project. The estimated cost of the project is \$45,000.00. Mifflin Township has awarded \$12,000.00 of Act 13 monies toward the project. User fees will pay the balance. The 1970’s infrastructure was previously owned privately and no investments were made toward it. The current residents pay \$145.00 monthly just for the sewer, which does not include their water. The assistance from the County is greatly appreciated.**

**Mr. Mussare commented on the ACT 13 funds which come from the gas impact fees. PA has one of the lowest in the nation at 2%. We try to leverage these funds because they are going to dry up. The lifetime of the funds is 15 years and during the last five years of the program approximately \$10,000 will be received from these funds. The funds were not based off of production. It was based off of a 15-year period. This needs to be reevaluated. This gas will be exported to other states and countries. We are losing opportunities in PA to receive money for our infrastructure and school needs.**

**Mr. Metzger commented that the country controls things by the food and energy sources. American farmers and energy sources are being neglected.**

5.4 Mya Toon – Vote to approve Agreement of Sale with Horizon Federal Credit Union in the amount of \$3,620,000.00.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

**Mr. Metzger relayed that he is thankful that the building is being sold and sold for over the asking price. Per Mr. Metzger this is a win-win for everyone. He thanked Horizon Federal Credit Union for their interest in the building as well as having faith in the community and**

County. Mr. Metzger also thanked Ken George and his staff for the great work that they did completing the Sheriff's office and completing it ahead of schedule.

Mr. Mirabito thanked Horizon Federal Credit Union for purchasing the building and all the shop owners who have kept the downtown alive.

Mr. Mussare is grateful that they were able to keep this campaign promise. He stated that Executive Plaza building is one of the most efficient buildings in the County. If Horizon would build this it would cost 8 million dollars. He acknowledged and thanked Ken and his staff for the great job they do with the upkeep of the building.

5.5 Mya Toon – Vote to approve the FY 23-24 State Food Purchase Program Plan Operation and Agreement.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

**Tracy Haas Ungard, Agency Services Manager for the Central PA. Food Bank spoke. Comments are attached.**

5.6 Nancy Ackley – Vote to approve Agreement with GEO Reentry Services, LLC (2023 budgeted item).

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

5.7 Nancy Ackley – Vote to approve Agreement with Central Counties Youth Center (2023 budgeted item).

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

5.8 Ken George – Vote to approve Agreement with Air Management Technologies, Inc. in the amount of \$125,600.00 (2023 budgeted item).

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

5.9 Jason Yorks – Vote to approve the purchase of a replacement leachate loading pump from N. Braydon LLC in the amount of \$33,994.00 (2024 budgeted item; ordering now due to lead time).

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

5.10 Eric Endresen – Vote to approve Master Services Agreement with Rapid Financial Solutions, LLC (2023 non-budgeted items but funds are available).

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> the motion. Approved 3-0**

## **6.0 COMMISSIONER COMMENT**

**Mr. Mussare talked about the presentation he attended with the Superintendent of the South Williamsport School District on active shooters in schools. He presented the following information from the presentation:**

**The average length of time of an active shooter to get inside and do damage is 1.9 minutes.**

**Average response time for the police to arrive is 9 minutes.**

**49% of shootings start in the parking lot.**

**100% of the shootings were by one person.**

**100% of shooters advertised it some way on social media but weren't listened to.**

**It takes time for people to react, realize what's happening and call 911.**

**The gentleman spoke about prevention. Now there is technology to help with that. There are now cameras that can recognize a gun, and send an alert out – into the schools, faculty and local law enforcement. It identifies where the shooter is and what actions to take. The odds of the Run, Hide or Fight working are low. Another example of new technology is a ballistic door that is on a cart and can be installed over a classroom door in just a few minutes to protect those inside. Mr. Mussare is looking to share this information with the school districts and public to see if there is anything that they can do to protect the children of the community.**

**Mr. Metzger added that the most important thing is to be prepared. You should never think that it can't happen here. Twenty-five years after Columbine we are much further ahead with training and technology. Awareness is vital. If you see something on social media report it, if you see someone in a parking lot that is suspicious and/or has a gun report it. It starts with the students recognizing and reporting things, as well as befriending someone who is being bullied.**

**Mr. Mirabito reported that he attended the Drug Treatment Court 25<sup>th</sup> Anniversary Graduation. The Drug Treatment Court was started by Judge Butts in 1998 and she continues to be involved with the court. Many partners who work with the program attended along with a lot of people whose lives have been impacted and saved by the program. Many spoke about their addictions, their experiences and how the treatment Court helped them. When the program started public perception of drug and alcohol addictions was much different and less tolerant than it is today. There were a lot of people at the ceremony that attended the program. They are now working and contributing to the community and have overcome their addictions. Mr. Mirabito stated that he hopes the future Commissioners will continue to be supportive of the program. Judge Butts made the point that there needs to be an understanding among younger people how they can make an impact to this situation. Representative Flick presented a citation. The experience was very inspirational.**

**Mr. Metzger reported that they met with the Airport Authority Board. He requested that people in the community reach out to Senator Casey and Senator Fetterman regarding the Williamsport Airport and described the community's input as critical. The agents at the airport were taken out last October. Now they are talking about removing the TSA equipment by the end of the year. It is difficult to get it back once it is gone. We saw this with the Emergency Air Service. Congressman Meuser is doing the best he can to get that returned to us. It is critical to get air service returned to rural PA. We need to pressure them. It is critical that you reach out to them via phone, mail or email. The more people that reach out the greater the impact.**

**Mr. Mirabito added that when he attended the Marcellus Shale Coalition luncheon he asked them to have their trade associations contact the Senators and Congressmen regarding the airport. Per Mr. Mirabito, we need to get the various trade associations and organizations, as well as those with lobbyists in Harrisburg and Washington, to realize that**

not having an airport affects the County's ability to engage in commerce. This goes beyond tourism. We also need to see if CCAP can assist us.

Mr. Mussare informed all that they do not have the ability to get into see other representatives, besides our own when they go to Harrisburg or Washington. It is frustrating. If the other representatives don't know our story they can't understand our dilemma. He reported that he is contacting the Chairman of the Republican Party and asking Mr. Mirabito to do the same with the Democratic party to ask that the Chairman's of the all the counties in PA lobby our legislators. We aren't asking for money . We probably can subsidize it ourselves. If it isn't the EAS then let them come up with a new piece of legislation. Our community should have the airport service.

Mr. Mirabito informed that with the deregulation in 1978 we gave the airlines the ability to not to have to service every airport. No airline would exist without the public subsidy given to the airports. The airlines have received money to run their business. The quid pro quo of this is that they should have to provide service to all people, not just the areas with the most money.

Mr. Mussare reported that in the past he has been critical of the Airport Authority board. After attending the meeting this past week, he stated that they are doing a great job. They understand the problems that face our community with the airport and they have a good strategy for moving forward. I want to thank them all for their service.

#### **7.0 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 commented on how people in governing authority and positions of responsibility respond to issues based on their belief and views in the bible. It is his opinion that the battle is between two world views; one that cares about what happens to people and one that doesn't care. He talked about how this impacts views, ideology and decisions. Mr. Adams tied this into the government's decisions about the airport.**

#### ***You Tube Public Comment:***

Jacob Stopper:First

#### **8.0 NEXT SCHEDULED MEETING**

The next Commissioners' Public Meeting will be held on Thursday, August 3, 2023, at 10:00 A.M. in the Commissioners' 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=ZKpao6mFG70>

## ATTACHMENT (A)

### PERSONNEL ACTIONS:

- Adult Probation – Brenna Wright, Adult Probation Officer II, Full-Time Replacement, \$23.82 per hour, 80 hours per Pay Period, Anticipated Start Date: September 26, 2023.
- Budget & Finance – Emily Snyder, Accountant I, Full-Time Replacement, \$47,794.50 per year, 75 hours per Pay Period, Anticipated Start Date: August 14, 2023.
- Consolidated Services – Hannah Uber, Clerk III – Mailroom, Full-Time Replacement, \$14.73 per hour, 75 hours per Pay Period, Anticipated Start Date: August 7, 2023.
- Consolidated Services – Arianna Fox, Records Retention Coordinator, Full-Time Replacement, \$16.70 per hour, 75 hours per Pay Period, Anticipated Start Date: August 7, 2023.
- Department of Public Safety – Samantha Gordner, PT Telecommunicator II, Part-Time Replacement position, not to exceed 1000 hours annually, \$22.29 per hour, Anticipated Transfer Date: August 6, 2023.
- Emergency Management Agency – Emmalynn Gillen, PT EMA Clerk III, Part-Time Replacement position, not to exceed 1000 hours annually. \$14.44 per hour, Anticipated Start Date: July 31, 2023.
- Emergency Management Agency – Stacey Folk, Emergency Management Specialist – Planning, Full-Time Replacement, \$41,203.50 per year, 75 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Facilities Management – Heather Haight, Custodial Worker, Full-Time Replacement, \$14.08 per hour, 75 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Facilities Management – Brandon Hull, Maintenance III HVAC, Full-Time Replacement, \$29.68 per hour, 75 hours per Pay Period, Anticipated Start Date: August 14, 2023.
- Correction – No longer a candidate per Ms. Seagraves.
- Prison – Ellen Oakes, LPN, Full-Time Replacement, \$30.00 per hour, 80 hours per Pay Period, Anticipated Start Date: August 14, 2023.
- Resource Management Services – Cheryl DiBernardo, Recycling Laborer, Full-Time Replacement, \$14.50 per hour, 80 hours per Pay Period, Anticipated Start Date: July 31, 2023.
- Veterans Affairs – Jeffery Hamilton, Veteran’s Affairs Assistant, Full-Time Replacement, \$20.97 per hour, 75 hours per Pay Period, Anticipated Transfer Date: August 6, 2023.



- We are operating at 3% below where we were at the height of the pandemic in 2021.
- The demand for food assistance has skyrocketed by 15% in our service territory since the SNAP Emergency Allotments expired at the end of March.
- With the current rate of inflation, the average family in our service territory is spending on average \$503 more per month for their expenses, including 10.4% more for food, and 41.5% more for fuel.
- Hunger remains a crisis, it's just quieter.
- In FY2022, CPFEB:
  - Provided nearly 47 million meals
  - Distributed more than 13 million pounds of produce
  - Delivered more than 5 million servings of milk
- In addition to food pantry partners, we reach those in need through our Youth Programs, Elder Share, Military Share, Fresh Express Mobile Distributions, healthcare partnerships, and the agricultural community.

The following 11 different agencies (also indicating zip service areas) have been approved to receive funding in the 2023/2024 Fiscal Year. In all, 11 different emergency food distribution programs will be funded.

Name of Distribution site	Street Address	City	Zip Code
American Rescue Workers	643 Elmira Street	Williamsport	17701
Antioch Baptist Church	514 High Street	Williamsport	17701
Footprints of Montgomery	Bower Street Ext.	Montgomery	17752
The New Love Center	229 S. Broad Street	Jersey Shore	17740
Salvation Army-Williamsport	457 Market Street	Williamsport	17701
Son Light House	130 Carpenter Street	Muncy	17756
United Churches Food Pantry	202 East Third Street	Williamsport	17701
West End Christian Community Center	901 Diamond Street	Williamsport	17701
West End Food Pantry	911 Diamond Street	Williamsport	17701
Sojourner Truth Ministries	501 High Street	Williamsport	17701
Diamond Street Christian Church FP	822 Diamond Street	Williamsport	17701

[www.centralpafoodbank.org](http://www.centralpafoodbank.org)

3908 Corey Road Harrisburg, PA 17109-5929 Phone: (717) 564.1700 Fax: (717) 561.4636  
 3301 Wahoo Drive Williamsport, PA 17701-9205 Phone: (570) 321.8023 Fax: (570) 321.8024

The official registration and financial information of the Central Pennsylvania Food Bank may be obtained from Pennsylvania Department of State by calling toll-free, within Pennsylvania, (800) 732.0999. Registration does not imply endorsement.



#### SFPP 22-23

- Twelve SFPP programs distributed more than 275,887 pounds of food last year. This inventory, valued by KMPG at \$1.92 per pound, was equal to approximately \$529,703.04 on the wholesale market. The total budget for Lycoming County SFPP was \$186,274.81.
- 1,793 families per month served (duplicated) with SFPP funds.
- Soup kitchen and shelter programs served approximately 3,388 meals per month with SFPP funds
- Foods to Encourage (F2E) percentage was 65%.
- CFPB has a total of 67 partners in Lycoming County that distributed 3,450,179 pounds of food last year.

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