

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, JULY 6, 2023
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Mussare Commissioner Mirabito and Solicitor J. David Smith. Director McDermott not present.

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

Ms. Toon read on line Comment:

ShatteredUniverseParade in JS tonight, possibility of getting rained on. It's basically tradition that the town festival gets rained on

2.0 BID OPENING

- 2.1 Krista Rogers – Presented by Nicki Gottschall - Open the following bid:
 - Bid for an Electric Convection Oven

Convection Oven		
Company Name	Submitted Amount	Date Submitted
RICE'S FOOD EQUIPMENT & CONSULTING, INC	\$29,396.00	6/15/2023 2:46 PM
Pueblo Hotel Supply	\$26,041.21	6/23/2023 2:58 PM
ConServ Flag Company	\$ 28,889.00	6/22/2023 4:26 PM
Sam Tell and Son Inc	\$23,249.07	6/22/2023 11:14 AM

3.0 REPORTS

- 3.1 Kalen Barnes – Vote to ratify invoices due through 7/12/23 to be paid on 7/5/23 in the amount of \$929,965.70.

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

4.0 PERSONNEL ACTIONS

- 4.1** Jessica Segraves – Presented by Allison Wolfe- 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** Mya Toon – Vote to approve the following salary board actions as outlined in Attachment (B).

Ms. 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 – Presented by Allison Wolfe - 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** Mya Toon – Vote to approve the U.S. Department of Homeland Security Federal Fiscal Year 2021 Building Resilient Infrastructure and Communities Grant Agreement in the amount of \$258,129.00.

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

- 7.2** Mya Toon – Vote to approve the 2023-2024 Radiation Emergency Response Fund Grant Agreement in the amount of \$5,876.00.

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

- 7.3** Mya Toon – Vote to approve Memorandum of Understanding with the Lycoming County Housing Authority to conduct environmental reviews.

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

- 7.4** Austin Daily – Vote to approve Change Order #2 with Ryland Construction Company, Inc. for Bridge Bundle #3 in the amount of \$39,748.89 (non-budgeted item).

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

Mr. Metzger noted that this is a non-budgeted item and asked how it was going to be paid.

Discussion was held on possible funds to pay this with. Ms. Toon suggested that it be

discussed at the funding meeting next week so the best funding source can be found and agreed upon. Commissioners agreed and voted to approve the amount to be paid.

7.5 Beth Baylor – Vote to approve Agreement with United Power System, Inc. in the amount of \$17,400.00 (2023 budgeted item).

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

7.6 Ken George – Vote to approve Agreement with Air Management Technologies Inc. in the amount of \$79,000.00 (CRBG payroll convenience funds).

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

8.0 COMMISSIONER COMMENT

Mr. Mirabito wished Mr. Mussare Happy Birthday. Both Mr. Mirabito and Mr. Mussare thanked Mr. Metzger for the cake.

Mr. Metzger reminded everyone about the Jersey Shore Parade taking place tonight. He also commented on his experience announcing the Loyalsock – Keystone Little League Game. He noted that it is great watching the youth excel and have fun. He wished all the Little League players well and success in their quests.

Mr. Metzger also commented on the email he received from the Sheriff highlighting some of the recent tragedies in law enforcement. Law Enforcement jobs are getting more dangerous. It is a very difficult job. Mr. Metzger asked everyone to keep law enforcement personnel in their prayers and pray for their safety. There are less individuals who want to serve in this capacity. We thank them for what they do. Without them we would have total chaos and no one to answer the call. We recently loss a Trooper in the community, an outstanding young man and there is another one recovering from his injuries We pray for his full recovery.

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

Tom Adams, Williamsport – Mr. Adams wished Commissioner Mussare a Happy Birthday. He read psalms. Mr. Adams expressed his view on the benefits of fearing the Lord and the consequences for those who don't. He commented that we all need to diffuse our own anger and help those around us to diffuse theirs. Mr. Adams also stated that we all need to exercise patience with one another to avoid violence and learn from history. Mr. Adams commented on experiments he believes are being done on fetuses at the University of Pittsburgh.

You Tube Public Comment:

ShatteredUniverseParade in JS tonight, possibility of getting rained on. It's basically tradition that the town festival gets rained on

10.0 NEXT SCHEDULED MEETING

The next Commissioners' Public Meeting will be held on Thursday, July 13, 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=3gQI-q5G_l4

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Prison – Jennifer Tedesco, Clerk III – Inmate Phone Monitor, Full-Time Replacement, \$14.87 per hour, 80 hours per Pay Period, Anticipated Start Date: July 24, 2023.
- Prison – Jordan Adams, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 16, 2023.
- Prison – Tammy Dunlap, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: July 16, 2023.
- Resource Management Services – Dawn Miller, Clerk III, Full-Time Replacement, \$16.17 per hour, 80 hours per Pay Period, Anticipated Start Date: July 24, 2023.
- Resource Management Services – Tina Ayers, Support Associate, Full-Time Replacement, \$16.46 per hour, 80 hours per Pay Period, Anticipated Start Date: July 24, 2023.
- Department of Public Safety – Rachel Cortright, Telecommunicator Trainee, Full-Time Replacement, \$18.72 per hour, 80 hours per Pay Period, Anticipated Start Date: July 10, 2023.
- Budget and Finance – Desierre Higley, Payroll/AP Specialist, Full-Time Replacement, \$19.59 per hour, 75 hours per Pay Period, Anticipated Transfer Date: July 23, 2023.
- Information Technology and Consolidated Services – Rhonda Bodle, Voter Services Elections Specialist, Full-Time New Position, \$24.35 per hour, 75 hours per Pay Period, Anticipated Transfer Date: July 23, 2023.
- Information Technology and Consolidated Services – John Noble, Technical Analyst, Full-Time Replacement, \$55,000 per year, 75 hours per Pay Period, Anticipated Transfer Date: July 9, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Information Technology and Consolidated Services – Request to change Records Retention Coordinator position from a Paygrade 6 to a Paygrade 5.

ATTACHMENT (C)

TDA ACTIONS:

- Information Technology and Consolidated Services – Request to change Records Retention Coordinator position from a Paygrade 6 to a Paygrade 5.