

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, AUGUST 10, 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 2<sup>nd</sup> the motion. Approved 3-0**

- 1.5 Public Comment on Agenda Items Only

**2.0 BID OPENING**

- 2.1 Krista Rogers – Open the following bids:
  - Brown Farm Fish Habitat Project
  - Spring Garden Fish Habitat Design Project

<b>Spring Garden Habitat Design Project</b>		
<b>Company Name</b>	<b>Submitted Amount</b>	<b>Date Submitted</b>
Glenn Hallbaker	\$112,310.00	8/4/2023 4.44pm
Smith Excavating	\$51,964.00	8/4/2023 3:01pm
Aquatic Resource & Restoration Company	\$74,998.00	8/4/2023 2.33pm
Watson Excavating Inc.	\$58,600.00	8/4/2023 10.01am

<b>Brown Farm Fish Habitat Project</b>		
<b>Company Name</b>	<b>Submitted Amount</b>	<b>Date Submitted</b>
Watson Excavating Inc	\$67,600	8/4/2023 8.52am

**Ms. Rogers noted that they opened RFP's for the Actuarial Services.**

### **3.0 REPORTS**

- 3.1** Kalen Barnes – Vote to ratify invoices due through 8/16/23 to be paid on 8/09/23 in the amount of \$4,666,001.34.

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> 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).

**Ms. Seagraves noted that the wording new position for Bradley Beaver was not accurate. This was a promotion from PO1 to PO2.**

**Mr. Metzger responded that it is a replacement position as no new positions have been added.**

**Ms. Seagraves announced that all of the recycling and labor positions have been filled.**

**Mr. Mirabito moved to approve. Mr. Mussare 2<sup>nd</sup> 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).

**Ms. Rogers moved to approve. Mr. Mussare 2<sup>nd</sup> 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).

**Loni Gamble from CAPP – Community Alliance for Progressive Positive Action spoke. He provided a brief description of the program, it's history and its' goals for the youth of the community. Mr. Gamble also outlined the benefits of the program. The program restarted in July. The program currently is on Saturdays and is mainly performing arts and enrichment. On August 19<sup>th</sup> the students have been invited to perform at the Dauphin County Cultural Festival. They are working towards building the academic enrichment program for after school. Upon request, Mr. Gamble described the awards the program has received in the past, the most prestigious being the U.S. Dept. of Justice OJJDP Organization of the Year Award in 2011. Mr. Gamble introduced some members of CAPP – Denise Grey, Vice President, Caroline Perry, Executive Assistant and Daryl Grey, Volunteer. Mr. Gamble thanked the Commissioners for all their support for the program.**

**Mr. Mirabito shared that he has heard and read many of the testimonials from alumni of the program and the positive impact the program made on their lives. He also informed the public that the program puts on shows at the Performing Arts Center.**

**Mr. Mussare reported that he has had the opportunity to visit the program. There are students of all colors and nationalities that participate in the program. He reported that he was very impressed with Mr. Gamble's ability to connect with the children. Per Mr. Mussare he observed the structure and discipline of the program. In his opinion it is important for programs such as this to be funded by the communities they serve. These programs help break down the barriers and prevent things from happening.**

**Mr. Gamble added that it is important to engage the children. The program works to be proactive rather than just responding to problems. For children to be able to concentrate on academics they need to have their basic needs met and feel good about themselves. COVID put many of our youth behind academically. They hope to help fill this gap.**

**Mr. Metzger read a portion of a letter which is attached. Mr. Metzger commented based on the letter that the community has seen the value of the program, Mr. Gambles work and the benefits the program offers to the community. Per Mr. Metzger, it is a community intervention project. It is for the community, for the kids and for our future. It's for our kids that we support this.**

**Mr. Gamble responded that this is how the name of the program came together, Community Alliance for Progressive Positive Action. Mr. Gamble pointed out that we have a wonderful community here and there are many places that don't have that sense of community.**

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

## **7.0 ACTION ITEMS**

- 7.1 Mya Toon/Susan Kolletzki – Vote to approve Act 13 Agreement with Community Alliance for Progressive Positive Action (CAPP) in the amount of \$25,000.00 (Act 13 funds).**

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

- 7.2 Mya Toon/Susan Kolletzki – Vote to approve FY 2023-2024 Lycoming County Probation with Restrictive Conditions grant award from Pennsylvania Commission on Crime and Delinquency in the amount of \$380,000.00 (2023 budgeted item).**

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

- 7.3 Mya Toon/Susan Kolletzki – Vote to approve Subrecipient Agreement with SEDA-COG for the Whole Home Repair Program in the amount of \$1,105,133.00 (2023 budgeted item).**

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

**Mr. Metzger commented that this is a great opportunity for grant monies to be funded into the County through STEP. It is good for seniors and those on a fixed income to be able to get home repairs done.**

**Mr. Mirabito commented that this is also a great opportunity for local contractors and jobs will be created from this.**

**Mr. Mussare thanked STEP for administering the program. Per Mr. Mussare the 4% administrative fee is used to establish, disperse, allocate and account for the funds. It is often a several year commitment for that agency.**

7.4 Mya Toon/Susan Kolletzki – Vote to approve Professional and Technical Services Agreement with SEDA-COG for the Whole Home Repair Program in the amount of \$80,000.00 (CRBG Payroll Convenience Funds).

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

**Mr. Mussare reported that they learned at the CCAP conference that through the ARPA funds more money will be allocated to the home repair programs. PA has one of the oldest populations in the nation. This will help the most needy population.**

**Mr. Mirabito commented that when we can keep seniors in their home we save the overall cost of people aging. Nursing homes cost a huge amount of money. When we make seniors homes more accessible so that they can stay in their home society saves billions of dollars and seniors have a better quality of life. It is called Aging in Place.**

7.5 Leslie Kilpatrick – Vote to approve Addendum to Agreement with T-Mobile USA (2023 budgeted item).

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

7.6 Leslie Kilpatrick – Vote to approve (2) Amendments to Agreement with Marco Technologies (2023 budgeted item).

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

7.7 Ken George – Vote to approve Amendment to Agreement with Port Elevator, Inc. (2023 budgeted item).

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

7.8 Jeff Hutchins – Vote to approve the purchase of a 2023 Ford F-350 for Department of Public Safety from Maguire’s Ford in the amount of \$59,005.00 (100% reimbursed by North Central Task Force and SARA fees).

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

**Mr. Hutchins describe the North Central Task Force and SARA funds.**

7.9 Jeff Hutchins – Vote to approve Agreement with Eagle Towing (2023 budgeted item).

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

#### **8.0 COMMISSIONER COMMENT**

**Mr. Mussare reported that at the CCAP breakout session they were told that the legislature voted against putting a thirty-cent fee for 911 on cell phones. Mr. Mussare asked Mr. Hutchins what the request was and what was the money going to be used for.**

**Mr. Hutchins responded that the current fee is \$1.65. The request was for it to be raised to \$2.05. The money is broken down between 911 and 988., 5% for suicide prevention. The increase was requested due to the aging infrastructure, cost increases and maintenance of the 911 system. FEMA collects that money from all the phone system providers and funds the 911 centers for a good majority of their operations.**

**Mr. Mirabito added that he doesn't think it was voted down, but hasn't yet been passed in the fiscal code yet.**

**Mr. Mussare reported that they were asked to lobby our legislature.**

**Mr. Mirabito asked the public to contact their legislatures to approve the increase. There can't be a 911 center/service with 24-hour coverage without the money to pay for it. The 911 center is 100% reimbursed through those fees. Public should know it is important if we want to continue to have the 911 service.**

**Mr. Hutchins clarified that it covers 98% of the cost. Pennsylvania is one of the first states to have a statewide 911 phone system. This was done on July 12<sup>th</sup> and the change is happening throughout the state. Instead of the phone providers providing the calls directly to each 911 center they now go through the state over a fiber optic network and then dispersed.**

**Mr. Mussare stated that it would be \$3.05 for the year, per phone. Per Mr. Mussare, it is also important to understand the legislators that are against this increase. It is important for the government to review all programs and determine which ones are efficient and if they aren't cut them out. We must seek ways of finding revenue and prioritizing it into the right departments. We can't continue to continue down this path of spending.**

**Mr. Metzger added that he spoke with a local legislator. His concern was that if the fee was going to be increased, how long is it going to be increased for and the out of control spending. There a lot of programs out there that aren't working and need to be cut.**

**Mr. Mirabito responded that they can be looked at as two different issues. The 911 fee is being raised by a source directed to 911. Whether we need to look at ways to cut spending is a different issue. If the fees aren't collected through the phone revenues for 911 they will have to come out of county taxes.**

**Mr. Mussare reported that at the CCAP Conference they were awarded some awards. They were approached by other Commissioners around the state on different issues on what they have implemented and how they are doing things. Per Mr. Mussare, Commissioners make**

**decisions based on the information they have. If we believe that it will improve the quality of life and safety of our community we make the tough decisions, and try new ways and initiatives. Many asked about the bridge bundling projects.**

**Mr. Mirabito – it is important for new commissioners and boards to look at and review what has been done to determine if programs are still working and what needs to be changed.**

**Mr. McDermott – It is easy to observe that we might be spending money or it looks that way. He used the health center as an example. The money used was not new money, but money already budgeted.**

**Mr. Mirabito, Mr. Metzger – We are trying to invest money. It is going in the right direction. We have been able to reduce the budget.**

**Mr. Mirabito commented on the other counties that did not enact the Act 89 five-dollar fee due to constituent push back. He invited Austin Dailey and Mark Murawski to speak about the bridge bundling project and the award the county received for the project.**

**Austin Dailey reported that they submitted the information for the award in partnership with Bassett Engineering, the engineering firm for the project. They were originally going to wait until all the bridges were completed, but since 17 were completed they decided to submit the application for the award. Per Mr. Daily this was a large project that spanned several years and involved many people. We wanted the outgoing Commissioners to be part of it if we won the award due to their efforts and backing for the project. The bridges in the project are all over the county, used by many and over 50% are on school bus routes. We are thankful that we received the award. CCAP thanked us for our innovation. Mr. Daily talked about the timeline of the completed bridges. Mr. Daily stressed that this project was a huge undertaking for many people and listed several that were involved. The award is for everyone who made the project happen and be a success.**

**Mr. Murawski remarked that this County tries to find creative ways to solve problems and minimize the burden to the taxpayer. Mr. Murawski talked about the decline of the bridges, time line needed for repairs and how the idea for the project was developed. Mr. Murawski pointed out the Commissioners told the people when they passed the ACT 89 ordinance that money would be used to repair and replace bridge. This is now a promise made and a promise kept to the taxpayer, as well as transparency. Mr. Murawski spoke of a prior Commissioner who inspired him to be a “Doer” Mr. Murawski gave Mr. Daily accolades for the work he did and all that he learned in the process. Mr. Murawski pointed out that from the State’s standpoint the award shows that they recognize not only the achievement, but they realize more leadership can happen. The Commissioners demonstrated this leadership through the program especially by fixing bridges not owned by the County, but recognizing the need to assist the municipalities.**

**Mr. Metzger credited Mr. Murawski’s knowledge, expertise, vision, leadership skills, connections, willingness to mentor staff and teamwork. Mr. Metzger described him as the foundation and stated that none of this would have come to fruition without him. Mr.**

**Metzger stated that the County has been blessed to have him with the County.**

**Mr. Mussare announced that we need to have more enabling legislation. We need to be able to say what the County needs. At the County level we have to get it done and you must communicate with the citizens. Mr. Mussare noted that the bridges were financed through a debt loan. They borrowed seven million dollars knowing that the fees would pay for the debt service. The dilemma for the next board of Commissioners is how to continue to work to protect the roads and bridges. “Be Bold and have faith in your staff”.**

**Mr. Mirabito added that our transportation department has taught us that if we intervene on the bridges before they need to be replaced, keep up with the maintenance we will save millions of dollars. That is the next step. Mr. Mirabito told all County employees that they are the boots on the ground. The Commissioners are elected engines of change. The human capital of potential looking at problems. Employees should not be afraid to bring their ideas to the Commissioners. Everything needs to be fixed at some point. We want employees to understand how important they are and their role is. Organizations thrive when people thrive.**

**Mr. Metzger added that they pledged the ARPA monies to be generational. These are monies that have been committed, promise has been kept and these bridges are for generations.**

**Mr. Mirabito noted that ACT 89 allows us to use the money for other infrastructures. The next board will need to look at what is needed and how the money can be utilized.**

#### **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 CAPP program. Youth are looking for places to belong and excel. The more programs we can provide the better it is for the children of the community. Mr. Mussina agreed that not all children/youth are sports minded so there needs to be programs geared to other interests.**

**Bob Pryer, Mifflin Township, Mr. Pryer requested information on the Spring Garden Fish Habitat project and the Brown farm Fish Habitat. Ms. Rogers gave him the website information and Mr. Metzger took his phone number to have someone contact him regarding the projects.**

**Tom Adams, Williamsport – Mr. Adams read proverbs. He referenced a letter that was printed in the Sun Gazette regarding climate destruction. Mr. Adams stated that everyone must look at things to find the truth and related this to the CAPP program. Mr. Adams agreed that the CAPP program is a good support for the children. Schools can't do it all. It takes a close community. Per Mr. Adams, government programs can put strings on us and there needs to be a balance.**

**Mr. Mirabito commented that the way to keep our youth out of trouble is to keep them**

**engaged.**

**YOU TUBE PUBLIC COMMENTS:**

William Fenderson Here were the non profit come into play to pay there share

**10.0 NEXT SCHEDULED MEETING**

The next Commissioners' Public Meeting will be held on Thursday, August 17, 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=nbKDqOt-SOE>



## ATTACHMENT (A)

### PERSONNEL ACTIONS:

- Resource Management Services – Benjamin Winters, Equipment Operator, Full-Time Replacement, \$20.34 per hour, 80 hours per Pay Period, Transfer Date: August 20, 2023.
- Prison – Timothy McElroy, Correctional Officer II, Full-Time Replacement, \$21.48 per hour, 80 hours per Pay Period, Transfer Date: August 6, 2023.
- Adult Probation Office – Bradley Beaver, Probation Officer II, Full-Time New Position, \$23.82 per hour, 80 hours per Pay Period, Transfer Date: August 20, 2023.
- Resource Management Services – Kurt Nagel, Recycling Laborer, Full-Time Replacement, \$14.50 per hour, 80 hours per Pay Period, Start Date: August 14, 2023.
- Resource Management Services – Jonah Inch, Recycling Laborer, Full-Time Replacement, \$14.50 per hour, 80 hours per Pay Period, Start Date: August 21, 2023.
- Prison – Howard Engle, Correctional Officer I, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Start Date: August 27, 2023.

## **ATTACHMENT (B)**

### **SALARY BOARD ACTIONS:**

- Request to approve long-term vacancy coverage pay for the following employees, effective August 6, 2023:
  - Information Services – Cody Myers, Senior Network Engineer
  - Information Services – John Noble, Technology Analyst
  
- Request to eliminate three full-time Gas Technician positions from Resource Management Services from the TDA.

## ATTACHMENT (C)

### TDA ACTIONS:

- Request to retitle Law Clerk II, and Law Clerk II with Experience to Law Clerk.
- Request to eliminate three full-time Gas Technician positions from Resource Management Services from the TDA.

***Excerpt from letter that Mr. Metzger read:***

In the past, CAPPa has received substantial funding and community support from various sources, i.e, Department of Justice, Office of Juvenile Justice Delinquency Prevention, PA Educational Improvement Tax Credit (EITC), Lycoming County United Way, Lycoming County Housing Authority, Comcast Foundation, PA Council for the Arts, Lycoming County Children and Youth Services, First Community Foundation Partnership of PA, Eph and Bess Baker Foundation, Lycoming County District Attorney's Office, Million Dollar Round Table Foundation, Giant Food Stores, Inc., Staples Foundation, PA Office of Economic & Community Development, City of Williamsport Block Grant, and various local banks and businesses.