

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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COUNTY of LYCOMING
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**LYCOMING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETING MINUTES
THURSDAY, FEBRUARY 16, 2023
10:00 A.M.**

Present: Commissioner Metzger, Commissioner Mussare (via telephone), Commissioner Mirabito, Director Matthew McDermott, and Solicitor J. David Smith, via telephone.

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

****Start with 4.0**

2.0 BID OPENING

- 2.1 Krista Rogers - (presented by Nicki Gottschall)Open the following bid:
Overhaul and re-write of both the County's Zoning Ordinance and County
Subdivision and Land Development Ordinance

Company Name	Submitted Amount	Date Submitted
Klavon Design Associates	\$ 72,925.37	2/10/2023 10:38 AM
Urban Research & Development Corp.	\$ 72,200.00	2/10/2023 2:45 PM
CEDARVILLE Engineering Group, LLC	\$ 70,250.00	2/10/2023 1:13 PM
Michael Baker International	\$ 75,000.00	2/10/2023 4:58 PM

3.0 REPORTS

- 3.1 Kalen Barnes - Presented for ratification are invoices due through February 22, 2023 to be paid on February 15, 2023 in the amount of \$1,470,570.09

Mr. Mirabito moved to approve. Mr. Mussare 2nd 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).

Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0
Recess Commissioners' Public Meeting/or the Salary Board

5.0 SALARY BOARD

5.1 Convene Salary Board.

5.2 Matthew McDermott - Vote to approve 2023 TDA and Salary Schedule.

Ms. Gottschall moved to approve. Mr. Mirabito 2nd the motion. Approved 4-0

5.3 Matthew McDermott - Vote to approve administrative correction for Elected Official Salary Schedule.

Tabled

Ms. Gottschall moved to approve tabling. Mr. Mirabito 2nd the motion. Approved 4-0

5.4 Matthew McDermott - Vote to approve the following salary board actions as outlined in Attachment (B).

Ms. Gottschall moved to approve. Mr. Mirabito 2nd the motion. Approved 4-0

5.5 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 INFORMATION ITEMS

7.1 Mya Toon - (via telephone, presented by Matthew McDermott) Acknowledge the County will be requesting bids for the following:

- Janitorial Services for the County Health and Wellness Center
- Williamsport Region Relief Well Rehabilitation and Replacement Project

8.0 ACTION ITEMS

8.1 Matthew McDermott - Vote to approve 2023 TDA and Salary Schedule.

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

8.2 Matthew McDermott - Vote to approve administrative correction for Elected . Official Salary Schedule.

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

8.3 Matthew McDermott - Vote to approve the reappoint of Christopher A. Logue and William J. Martin to the Williamsport Municipal Airport Authority effective 1/1/2023 to 12/31/2027.

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

8.4 Matthew McDermott - Vote to approve Emergency Resolution 2023-02 for repairs to plumbing system (2023 budget funds available).

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

8.5 Jason Yorks - Vote to approve Resolution 2023-03 for acceptance of offer from GSA for the purchase of the Federal Correctional Complex (2023 budgeted item).

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

- 8.6 Matthew McDermott- Vote to approve Resolution 2023-04 for authorizing reimbursement of prior expenditures from the proceeds of tax-exempt obligations in connection with the purchase of real estate.

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

- 8.7 Ken George - Vote to approve Amendment to Agreement with Lutron Services Co., Inc. (2023 budgeted item).

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

- 8.8 Ken George - Vote to approve Amendment to Agreement with Johnson Controls Fire Protection LP (2023 budgeted item).

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

- 8.9 Forrest Lehman- Vote to approve Settlement Agreement with U.S. Department of Justice

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

9.0 COMMISSIONER COMMENT

Mr. Mussare wishes there was more time to prepare for the new requirements for polling places.

10.0 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 Chairman.

Thomas Adams/ Williamsport: Topics: Railways/ Scripture reading Proverbs/ Poverty/ Fossil Fuels / Stem Cell Research

YouTube Public Comment

Em

50:06Em Geels it possible to move the podium to face the commissioners? Some speakers are not admonished to turn to directly address the commissioners while others are not.

11.0 NEXT SCHEDULED MEETING

The next Commissioners Public Meeting will be held on Thursday, February 23, 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 recorded meeting online - use the link below:

<https://www.youtube.com/watch?v=XCKJpIV1e0s>

ATTACHMENT (A)

PERSONNEL ACTIONS:

- Prison – Chloe Perrin, Correctional Counselor, Full-Time Transfer, \$24.29 per hour, 80 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Courts – Erika Grimes, Magisterial District Court Supervisor, Full-Time Transfer, \$18.99 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Tax Assessment – Pam Kovaleski, Tax Claim Assistant/Financial Technician, Full-Time Transfer, \$25.75 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Tax Assessment – Cindy Black, Clerk IV Tax Claim, Full-Time Transfer, \$18.58 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- District Attorney’s Office – Gabriella Wise, Victim Witness Coordinator, \$20.97 per hour, 75 hours per Pay Period, Anticipated Transfer Date: February 19, 2023.
- Pre-Release Center – David Couch, Resident Supervisor I, Full-Time Replacement, \$17.18 per hour, 80 hours per Pay Period, Anticipated Start Date: February 27, 2023.
- Prison – Nathan Straub, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 6, 2023.
- Prison – Hunter Hess, Correctional Officer I Relief, Full-Time Replacement, \$20.00 per hour, 80 hours per Pay Period, Anticipated Start Date: March 6, 2023.
- Prison – Karen Benson, Licensed Practical Nurse, Full-Time Replacement, \$33.60 per hour, 80 hours per Pay Period, Anticipated Start Date: March 6, 2023.

ATTACHMENT (B)

SALARY BOARD ACTIONS:

- Information Technology – Request to add a Full-Time, Senior Technology Administrator with a starting pay of \$65,000 per year.

ATTACHMENT (C)

TDA ACTIONS

- Information Technology – Request to add a Full-Time, Senior Technology Administrator with a starting pay of \$65,000 per year.