

Commissioners:

R. JACK MCKERNAN
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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**Minutes of the Meeting of
July 12, 2018
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan - Present
Commissioner Mussare - Present
Commissioner Mirabito - Present

Solicitor Smith - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting 10:04 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. McKernan opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

2.1 ADOPT RESOLUTION 2018-19. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved updating the list of county solicitors.

2.2 AWARD CONTRACT TO OLDCASTLE PRECAST, INC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved for 8- Concrete Manhole Box Structures in the amount of \$94,600.

2.3 APPROVE AMENDMENT TO PSA WITH NMS LABS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for the District Attorney's office.

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- 2.4 APPROVE MATP GRANT AGREEMENT WITH PA DHS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved in the amount of \$94,600.
- 2.5 APPROVE LEASE AGREEMENT WITH ECAN. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.
- 2.6 APPROVE PURCHASE OF BUNKER & FIELD RAKE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved a 60 month lease from John Deere in the amount of \$12,500.
- 2.7 APPROVE PSA WITH SCHUYLKILL MOBILE FONE. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (3-0), approved not to exceed \$56,000.
- 2.8 APPROVE UPDATE TO TDA. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved to update Sergeant and Deputy Sheriff positions as Union.
- 2.9 APPROVE GRANT APPLICATION TO THE PA BOARD OF PROBATION & PAROLE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3- 0) in the amount of \$1,168,824.
- 2.10 APPPOINT JEFF BOWER TO THE BOARD OF ASSESSMENTS APPEALS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0). Tom Heap offered details on appealing taxes. Mr. Mussare stated the system has to be corrected. Mr. Mirabito to partially correct this would take a reassessment. Mr. Heap a full reassessment would cost \$3.1 million, or \$2.4 to \$2.5 million without technology.
- 2.11 APPROVE THE FOLLOWING PERSONNEL ACTIONS: A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0).
Collections – Reese L. Homes as full time replacement Administrative Enforcement Officer – Pay grade 7 - \$18.08/hour effective 7/15/18.
Fiscal Services – Tina L. Jedrziwski as part time replacement Clerk III – Pay grade 4 - \$12.96/hour effective 7/16/18, not to exceed 1,000 hours annually.
Information Services – Michael Gehr as full time replacement Network Engineer - \$42,179.89/annually effective 7/17/18.
Maintenance – Doug Hasko as full time replacement Custodial Worker – Pay grade 1 – \$10.84/hour effective 7/16/18.
Courts – Judge Linhardt – Zachary S. Stirparo as full time replacement Law Clerk – Pay grade 8 – \$38,548.49/annually effective 9/4/18.
District Attorney – Lisa D. DiMassimo as full time replacement Clerk III – Pay grade 4 – \$13.95/hour effective 7/16/18.

Mr. McKernan recessed the Commissioners' Meeting at 11:01 a.m.

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3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Board of Assessment Revision at 11:01 a.m. Roxanne Greico and Deputy Controller Brelsford present.

3.2 APPROVE UPDATE TO SALARY SCHEDULE. A motion by Ms. Brelsford and seconded by Mr. Mirabito and passed (4-0), approved to update Sergeant and Deputy Sheriff positions as union.

3.4 ADJOURN SALARY BOARD. A motion by Ms. Brelsford and seconded by Mr. Mirabito and passed (4-0), adjourned the Board of Assessment Revision at 11:03 a.m.

4.0 BOARD of ASSESSMENT REVISION

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. McKernan convened the Board of Assessment Revision at 11:01 a.m.

4.2 APPROVE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

4.3 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Board of Assessment Revision at 11:03 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 11:03 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Present service pins:

20 years

John Nixon of JPO

10 years

Trevor Bowes of Prison

5.2 Recognize Marci Hessert upon her retirement.

6.0 COMMISSIONER COMMENT. Mr. McKernan opened the floor to commissioner comment and the following were received:

- Mr. Mussare asked for an explanation of his statement that RMS mentioned that bids should be put out at different times. An example is , “not during the busy season) to get better rates.
- Mr. McKernan stated that Workers’ Comp payroll Audit 2017 was \$700,000 less than 2016.
- Mr. Mirabito talked about the Early Intervention Program. The consultants will review each department and the number of employees. CCAP has this on its platform.
- Mr. Mussare explained the reducing spending trend on the Federal and State levels is transferring costs to the counties and local municipalities.

7.0 PUBLIC COMMENT. Mr. McKernan opened the floor to public comment and the following were received:

- David Abernathy – City of Williamsport - Is the ECAN lease at market rate? Mya Toon responded that the lease is based off of market rated. He is also concerned with GIA application and money received. Why the disparity? He is questioning the number of positions.
- Mr. McKernan answered all positions meet criteria Lycoming County is not alone with this problem. A solution is to push the State Reps to get the work done.

- Chad Riley –Cogan House Township – He saw the Sheriffs have created a union. He supports this, but the budget will increase. He also expressed concerned if other departments will create unions now.
- Mr. McKernan, We haven’t lost our management authority, even if union.
- Dave Smith- Commissioners don’t approve formation of unions, that is employee driven. Commissioners only approve the contract.
- Mr. Mussare- Departments are becoming more efficient – also want to increase revenues without raising taxes.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, July 17, 2018.

9.0 ADJOURN COMMISSIONERS’ MEETING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners’ Meeting at 11:28 a.m.