

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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COUNTY of LYCOMING
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**Minutes of the Meeting of
October 2, 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. The meeting was convened at 10:07 a.m.

Bids were opened for the following:

Recycling Baler Materials and Supplies

Accent Wire Products

Recycling Equipment Corporation

Solicitor Smith stated that each bid was deemed appropriate.

2nd Bid Cycle Recycling Mixed Glass Product

No bids received.

2.0 ACTION ITEMS

2.1 APPROVE CASH REQUIREMENTS REPORT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved accounts payable cash requirement report through October 10, 2018, for payment on October 3, 2018, in the amount of \$ 822,776.43.

2.2 APPROVE JUVENILE PROBATION CONTRACTS: A motion by Mr. Mirabito and seconded Mr. Mussare and passed (3-0), approved the following contracts:
FY 2018 -2019 contract with Glen Mills for Juvenile Probation Placements.
FY 2017- 2018 amendment to agreement with Adelphoi Village.

October 2, 2018

FY 2018-2019 contract for Community Specialists for adolescent inpatient drug and alcohol and residential services.
FY 2018 – 2019 contract Summit School Inc dba Summit Academy

2.3 AWARD PURCHASE AND RENTAL AGREEMENTS WITH KROFF CHEMICAL COMPANY, INC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0).

2.4 APPROVE ACCENT WIRE TIES FINAL INVOICE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0) in the amount of \$10,151.50.

2.5 APPROVE PENNDOT LETTER ASSUMING LEAD ROLE FOR THE 2020-2024 NATIONAL BRIDGE INSPECTION SYSTEM (NBIS) CYCLE. A motion by Mr. Mussare and seconded Mr. Mirabito and passed (3-0) all 39 municipalities have approved a consent form agreeing to this proposal.

2.6 APPROVE OLD CITY REVITALIZATION TRANSPORTATION IMPROVEMENT PROJECT AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0) approved an agreement with the City of Williamsport for work related towards transportation improvements planned for the Connect Williamsport - Old City/East Third Street Development Project.

2.7 APPROVE CONTRACT HUNTER AND LOMISON. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3- 0) approved Hunter and Lomison to provide professional services to include but not be limited to the following; Supply and Start Up Kohler Generators.

2.8 APPROVE U.S. DEPARTMENT OF HOMELAND SECURITY GRANT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0) approved the FFY 2018 State Homeland Security Grant Program Agreement.

2.9 APPROVE PERSONNEL ACTION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0) approved:
District Attorney – Kirsten A. Gardner – a new position as full time
Assistant District Attorney – ADA - \$60,609.43 annually effective 10/7/18.

Recessed the Commissioners' Meeting

4.0 Board of Assessment Revision

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. McKernan convened the Board of Assessment Revision at 10:46 a.m.

4.2 APPROVE REAL ESTATE EXEMPTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare passed (3-0) approved real estate exemptions as listed in Attachment A.

4.3 APPROVE REAL ESTATE REFUNDS: A motion by Mr. Mirabito and seconded by Mr. Mussare passed (3-0) approved real estate refund as listed:

07-392-104.A – 4 Girton Drive - \$5,383.58

4.4 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Mussare and seconded by Mr. Mirabito passed (3-0) adjourned the Board of Assessment Revision at 10:52 a.m.

Reconvene the Commissioners' meeting at 10:52 a.m.

6.0 COMMISSIONER COMMENT. The floor was opened to commissioner comment and the following were received:

Mr. Mirabito asked Brooke Wright how many appeals have they handled this month?

Ms. Wright replied , “ 162 for South Williamsport, 29 for Muncy and 20 were normal appeals, the balance were appeals that reached a mutual agreement. “

Mr. Mirabito questioned what happens when a constituent needs more time?

Ms. Wright detailed the schedule and time lines. The information can be found on the Lycoming County website.

<http://www.lyco.org/Departments/Assessment>

7.0 PUBLIC COMMENT. The floor was opened to public comment and no comments were received:

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting to be held Tuesday, October 9, 2018. No meeting will be held on Thursday, October 4, 2018.

9.0 ADJOURN COMMISSIONERS' MEETING. The meeting was adjourned at 11:02 a.m.