

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
January 14, 2016
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Smith - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting 10:02 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mussare and seconded by Mr. Mirabito 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 APPROVE AMENDMENT TO AGREEMENT WITH USGS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved 2nd amendment to agreement with U.S. Geological Survey for Water Resource Investigation extending it to June 30, 2016.
- 2.2 APPROVE HMRF GRANT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved 2015/2016 Hazardous Materials Response Fund grant contract with Pa Emergency Management Agency in the amount of \$46,108.

- 2.3 APPROVE 2016 EOP. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved 2016 Lycoming County Emergency Operations Plan.
- 2.4 APPROVE MILTON WASTE HAULER APPLICATION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Milton waste hauler application for a period of five years.
- 2.5 APPROVE INVOICE FROM DOMINION VOTING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved invoice from Dominion voting in the amount of \$20,799.75 for software license.
- 2.6 APPROVE CERTIFICATION OF FUNDS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved certification of funds for Farmland Preservation for 2016 in the amount of \$51,768.
- 2.7 APPROVE PSA WITH CHRIS KESSLER. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Chris Kessler for Juvenile Probation Office.
- 2.8 APPROVE PSA WITH PATH. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with Pa Treatment & Healing (PATH) Community Based programs for Juvenile Probation Office.
- 2.9 APPROVE PURCHASE FROM APPLE CHEVY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved purchase of 2016 Chevy Impala from Apple Chevy off of state contract in the amount of \$18,538 including cage.
- 2.10 DESIGNATE COMMISSIONER RESPONSIBILITIES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), designated Commissioner responsibilities to the following areas:
- Commissioner McKernan: Human Resources, Collections/Assessment, Fiscal Services, Resource Management Services (RMS), Public Defender.
- Commissioner Mussare Department of Public Safety (DPS), Maintenance, Resource Management Services (RMS), Information Services (IS) (Includes mailroom, printshop, voter services).
- Commissioner Mirabito: Planning & Community Development (PCD), Cooperative Extension, Resource Management Services (RMS), Prison (and pre-release), Veterans Affairs.
- 2.11 APPROVE UPDATES TO POLICY MANUAL. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved

updates to the following policies of the county policy & procedures manual:

- 100 - Introduction.
- 400 - Job Code Listing.
- 401 - County Pay Plans.
- 900 - Loss Prevention.
- 1300 - Right to Know Requests.

2.12 REAPPOINT TO HOUSING AUTHORITY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), reappointed to Alfreda Baer to the housing authority with term expiration of 12/31/2020.

2.13 APPOINT TO LCWSA. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), appointed Frank Forscha to the Lycoming County Water & Sewer Authority with term expiration of 1/1/2019 filling unexpired term of Richard Haas.

2.14 REAPPOINT TO LCWSA. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), reappointed to Don Konkle and Mike Miller to the Lycoming County Water & Sewer Authority with term expiration of 1/1/2021.

Mr. McKernan recessed the Commissioners' Meeting at 10:23 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 MAINTENANCE - A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-1, Rogers), approved Cameron James Boyer as full time replacement Maintenance I - Pay grade 4 - \$13.81/hour effective 1/19/16.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (4-0), adjourned the Salary Board at 10:24 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 10:24 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Michael Hnatin announced LCRMS is requesting bids for concrete product.

- 5.2 Michael Hnatin announced LCRMS is requesting bids for rental equipment.
- 5.3 Michael Hnatin announced LCRMS is requesting bids for Aggregate Products.
- 5.4 Michael Hnatin announced LCRMS is requesting bids for Equipment Tires & Tire Repair.

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

Al Boyer, Supervisor from McIntyre Township raised the following concerns:

- The impoverished community of Ralston.
- The drug issues in Ralston.
- The desire for increased transparency.
- The comprehensive plan, and the instructions to the participants not discuss it.

Mr. Mirabito spoke to the issue of poverty in the county.

Mr. Mussare detailed the difficulties in being a public servant.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, January 19, 2016.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting at 10:40 p.m.