

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
February 4, 2016
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 10:03 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 PSA WITH ACCENT WIRE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to agreement with Accent Wire for baler material & supplies.
- 2.2 APPROVE AMENDMENT TO PSA WITH RECYCLING EQUIPMENT CORP. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to agreement with Recycling Equipment Corp for baler material & supplies.
- 2.3 APPROVE PSA WITH TIOGA COUNTY DEPARTMENT OF HUMAN SERVICES. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with

Tioga County Department of Human Services for the Juvenile Probation Department.

- 2.4 APPROVE QUOTE FROM EPLUS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved quote from EPlus for Smartnet Nexus in the amount of \$16,243.85.
- 2.5 APPROVE AMENDMENT TO PSA WITH CGI COMMUNICATIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to agreement with CGI Communications for County Video.
- 2.6 APPROVE NUTRIENT TRADING CONTRACTS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved nutrient trading contracts with the following:
- | | |
|------------------|------------|
| Rogers | London. |
| Dincher | Bishcroft. |
| Buddendorf/McCoy | Schrack. |
- 2.7 APPROVE PSA WITH KEYSTONE COMMUNICATIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with Keystone Communications.
- 2.8 APPROVE PURCHASE FROM FLAG ZONE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved purchase from Flag Zone in the amount of \$10,296 for two years of flags for veterans' graves.
- 2.9 APPROVE UPDATE TO POLICY 1306. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved update to policy 1306 - Integrity Policy of the County's policy & procedures manual.

Mr. McKernan recessed the Commissioners' Meeting at 10:25 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent. Prothonotary Fedele was present for item 3.3.
- 3.2 DISTRICT ATTORNEY - A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved one full time assistant county detective - union - \$18.305/hour effective 2/8/16.
- 3.3 PROTHONOTARY - A motion by Mrs. Fedele and seconded by Mr. Mussare and passed (4-0), approved Konni Jo Fonderoli as full

time replacement Clerk III - Pay grade 4 - \$13.81/hour effective 2/8/16.

3.4 COURTS - JUDGE MCCOY - A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Jennifer E. Linn as full time replacement Law Clerk II - Pay grade 11 - \$50,047.87/annually effective 2/29/16.

3.5 DPS - COMMUNICATIONS - A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Zachary Hess as full time replacement Telecommunicator I - Pay grade 6 - \$16.42/hour effective 2/16/16.

3.6 FISCAL SERVICES - A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Susan J. Saylor as full time replacement General Accountant - pay grade 9 - \$41,762.27/annually effective 2/29/16.

3.7 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Salary Board at 10:28 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 10:28 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented service pins to the following:
10 years
 Kimber Smith.
 Randy Sandstrom.
20 years
 Marci Hessert.
30 years
 Craig Robbins.
40 years
 Ken Osokow.

6.0 PUBLIC COMMENT. Mr. McKernan opened the floor to public comment and the following were received:
Sheriff Lusk offered information on the seminars that were being sponsored by Representatives Everett and Wheeland regarding the 2nd amendment and the castle doctrine.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, February 9, 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 10:33 a.m.