

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
February 25, 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 10:02 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 the following were received:

Ed Lyon of Williamsport representing LNDC spoke about the importance of home ownership as relating to the senior housing projects.

2.0 ACTION ITEMS

2.1 APPROVE AGREEMENT WITH SCI MUNCY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved recycling service agreement with State Correctional Institution at Muncy.

2.2 APPROVE AMENDMENT 3 TO KEYSTONE STAFFING AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0),

approved amendment #3 to agreement with Keystone Staffing for Temporary employee staffing at RMS.

2.3 APPROVE SUPPORT LETTERS FOR SENIOR HOUSING PROJECTS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved support letters for senior housing projects as follows:

Muncy Greene: \$800,000 of 2016 PHARE funds (or combo of 2 yrs).
\$ 50,000 of County Act 137 (2yr allocation).
Clark Street: \$550,000 of 2016 PHARE funds.

2.4 APPROVE PSA WITH NHS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional services agreement with NHS for the Juvenile Probation Office.

2.5 APPROVE UPDATE TO TA. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved update to TDA - PCD - Addition of one temporary zoning/subdivision officer position.

2.6 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mussare and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:
Domestic Relations - Heather M. Snyder as full time replacement Clerk I - Pay grade 2 - \$11.67/hour effective 2/29/16.
PCD - promotion of Dana A. Strunk as full time replacement Land Records Database Coordinator - Pay grade 6 - \$16.42/hour effective 3/13/16.
Courts - Judge Butts - Susan Saba Roinick as full time replacement Law Clerk II - Pay grade 11 - \$50,047.87/annually effective 2/29/16.

2.7 ACCEPT HUMAN RESOURCES REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), accepted the Human Resources Report through February 29, 2016.

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

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Deputy Controller Collins was present.

3.2 APPROVE UPDATE TO SALARY SCHEDULE. - A motion by Mrs. Collins and seconded by Mr. Mussare and passed (4-0), approved the update to salary schedule through February 29, 2016.

3.3 ADJOURN SALARY BOARD. A motion by Mr. and seconded by Mr. and passed (-), adjourned the Salary Board at 10:12 a.m.

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

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

Frank Steckel of Williamsport told about his issue with Eric Linhardt and the District Attorney's office.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, March 1, 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 10:37 a.m.