

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
March 24, 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.

Mr. Mirabito stated that he wants more detailed minutes.
Mr. Mussare questioned whether those entities that have more detailed minutes have more staff and public relations.

2.0 ACTION ITEMS

2.1 ENACT ORDINANCE 2016-01. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (Mussare-yes; Mirabito-yes; McKernan-yes; 3-0), enacted Ordinance 2016-01 for LERTA. John Grade from the City of Williamsport was present in favor of the LERTA ordinance.

2.2 APPROVE FEE WAIVER FOR GREAT AMERICAN CLEANUP. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved waiver of fees for the 2016 Pick It Up PA Days from

April 16 through May 9 as part of the Great American Cleanup of PA.

- 2.3 APPROVE UPDATE TO AGREEMENT WITH SWANA. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved update to agreement with SWANA changing the action taken on 3/10/16 for \$13,990 to \$15,040.
- 2.4 APPROVE GRANT SUBMISSION TO PCCD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved submission of Intermediate Punishment Grant application to PCCD in the amount of \$1,030,530.10.
- 2.5 APPROVE PURCHASE FROM SUNBURY MOTORS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved purchase of a 2016 Ford Explorer for the Sheriff's Office in the amount of \$38,431.47 from Sunbury Motors off state contract.
- 2.6 APPROVE PSA WITH NATIONAL MEDICAL SERVICES. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with National Medical Services, INC. for the District Attorney's Office.
- 2.7 APPROVE PSA WITH DR. O'BRIEN II, MD. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement Dr. O'Brien II, MD, JD. For the District Attorney's Office not to exceed \$20,000.
- 2.8 APPROVE SUB CONTRACT WITH WEST BRANCH D&A. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved subrecipient contract with West Branch D&A for Act 152 in the amount of \$215,234.
- 2.9 APPROVE SUB CONTRACT WITH WEST BRANCH D&A. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved subrecipient contract with West Branch D&A for BHSI in the amount of \$507,485.
- 2.10 APPROVE CONTRACT WITH CAC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved grant and monitoring contract with the Community Arts Center in the amount of \$90,000.
- 2.11 APPROVE AMENDMENT TO AGREEMENT WITH MAILROOM SYSTEMS, INC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved amendment to agreement for flats and priority mail with Mailroom Systems, Inc.

2.12 APPROVE AMENDMENT TO AGREEMENT WITH PALMETTO POSTING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to agreement with Palmetto Posting to extend contract for one year.

2.13 APPOINT TO INTELLECTUAL DISABILITY SUB COMMITTEE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Commissioner R. Jack McKernan to the Lycoming-Clinton Joinder's Human Services Advisory Board (Intellectual Disability Sub-Committee) to fill a vacant seat with a term ending 6/30/18.

2.14 APPROVE PERSONNEL ITEMS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel items:
Collections - Madalyn L. Smith as full time replacement Clerk III - Pay grade 4 - \$13.81/hour effective 3/27/16.
Fiscal - Lori A. Wallis as full time replacement Fiscal Technician - Pay grade 5 - \$15.75/hour effective 3/27/16.
Maintenance - Amber L. Luke as full time replacement Custodial Worker - Pay grade 1 - \$10.73/hour effective 3/28/16.
PCD - reclassification of Kurt P. Schmitt as full time replacement Zoning Administrator - Pay grade 8 - \$38,166.82/annually effective 3/27/16.
PCD - David L. Hubbard as full time replacement Temporary Zoning/Subdivision Officer - Pay grade 6 - \$32,001.58/annually effective 3/28/16.
DPS - reclassification of Benjamin C. Murray as full time replacement Telecommunicator (WE) - Pay grade 7 - \$17.90/hour effective 3/27/16.
Pre-Release - reclassification of Katelyn A. Wisniewski as full time replacement Female Resident Supervisor - Pay grade 6 - \$16.58/hour effective 3/27/16.
APO - Vicki L. Kling as full time replacement Clerk III - Pay grade 4 - \$14.95/hour effective 3/27/16.

Mr. McKernan recessed the Commissioners' Meeting at 10:38 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (5-0), approved as special county detectives the attached list for DUI checkpoints and roving patrols. 1.

Mrs. Rogers moved to approve this item as per county code and the court order, for the timeframe of 1/1/16-12/31/17, and have it noted in the minutes that these special county detectives are paid by the law enforcement department they primarily work for and those departments are reimbursed by a PennDot grant managed by Old Lycoming Township and thus there is no cost to the County.

3.3 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Mirabito and passed (5-0), approved as special county detectives the attached list for working the DUI processing Center.

Mrs. Rogers moved to approve this item as per county code and the court order, for the timeframe of 1/1/16-12/31/17, and have it noted in the minutes that these special county detectives will be filling part-time positions that already exist on the County's table of distribution and authorization and thus there is not increase in cost to the county.

3.4 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (4-0), adjourned the Salary Board at 10:43 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 10:43 a.m.

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

Elaine Decker from Hepburn Township asked about the JMT contract for \$31,000, and the map that is incomplete and incorrect.

Mim Logue commended Mr. Mirabito as a taxpayer and asked for focus on Newberry and Williamsport not so much as Lycoming County.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, February 12, 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 10:51 a.m.