

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
September 29, 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 10:07 a.m.

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 AWARD CONTRACTS FOR FOOD PRODUCTS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), awarded contracts for food products to Benjamin Foods LLC, Feesers Inc, Keyco Dist. Inc. and Sysco Central Pennsylvania on a per item and as needed basis.

2.2 APPROVE REVISION TO POLICY 504.1. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved revision to Policy 504.1 - Travel and Business Related Expense Policy of the County's Policy and Procedures Manual.

2.3 APPROVE UPDATE TO PURCHASE PRICE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the update to the total purchase price of maintenance equipment for White Deer Golf Course from TESCO & Finch as approved on June 9, 2016 from \$149,980.63 to \$158,430.17.

Mr. Mirabito commented that this money is coming from the 2012 bond money.

2.4 APPROVE PURCHASE FROM FINCH SERVICES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved purchase of 2 turbine blowers in the amount of \$14,000 from Finch Services, Inc. for the White Deer Golf Course off of state contract.

2.5 APPROVE AGREEMENT WITH TIOGA COUNTY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved agreement with Tioga County for inmate housing in the amount of \$60/inmate/day.

2.6 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 LLC not to exceed \$35,755.22.

2.7 APPROVE RERF GRANT AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved PEMA Radiation Emergency Response Fund Grant agreement in the amount of \$5,876.

2.8 APPROVE 904 RECYCLING GRANT APPLICATION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved 2015 904 recycling performance grant application for 2015 tonnage of 16,714.92.

2.9 APPROVE PSA WITH LARSON DESIGN GROUP. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with Larson Design Group for engineering services not to exceed \$13,500.

Ken George explained this is to address the courthouse basement flooding issue.

2.10 ACCEPT HR REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), accepted Human Resources report through September 30, 2016.

2.11 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:
Prison - Kelly A. DeLand as full time replacement LPN - Pay grade 6 - \$18.42/hour effective 10/3/16.
Pre-Release - Zachary O. McCloskey as full time replacement Resident Supervisor - Pay grade 5 - \$15.07/hour effective 10/3/16.

Pre-Release - Coby M. Cotner as full time replacement
Resident Supervisor - Pay grade 6 - \$16.42/hour effective
10/3/16.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 The Commissioners presented service pins to the following:
30 years:
Cathy Stover MDJ Solomon.
Mark Murawski PCD.
- 5.2 The Commissioners presented the award from AM Vets the county
received for hiring veterans.
Mr. McKernan explained this is a national award.
- 5.3 The Commissioners presented the Five Star Service award to
Veterans Affairs.
Mr. Heiges announced this is the fifth year in a row that Lycoming
County received this award. It represents over \$1.5 million
in claims.
- 5.4 Mya Toon announced that Lycoming County is requesting bids
for sale of real property. This is for 12.41 acres on
Warrensville Road. The minimum reserve is \$300,000.
- 5.5 John Yingling provided an explanation of the September 22,
2016 communications outage information. The 911 system and
CAD were not affected. Contingencies were in place to deal
with this.

6.0 COMMISSIONER COMMENT.

Mr. Mirabito reminded the public that the airport will be present
on Tuesday, October 4, to do a presentation on the need for a
new terminal building.

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

Jim Dunn from Armstrong Township asked the Commissioners to make
good use of Act 13 funds during this budget season. Consider
the impacts on nature and housing.

Scott Miller from Williamsport suggested that the county create a
"tour de Lycoming" to bring in people. He would like to see
more bicycle paths.

Frank Steckel from Williamsport said that a three minute comment
time is not enough. He also commented on issues he is having
with the Adult Probation Office and Judge Butt. He thanked

Mr. Mirabito for offering to help in his official capacity, although he is unsure what the status is on this.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, October 4, 2016.

9.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting at 11:02 a.m.