

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  
October 27, 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 10:05 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. McKernan recessed the Commissioners' Meeting at 10:15 a.m.***

Mr. McKernan opened the Final Public Hearing for 2016 CDBG and turned it over to Kristin McLaughlin from SEDA COG. Kristin McLaughlin discussed the amounts allocated and to whom. Mr. McKernan opened the floor to public comment and none were received.  
Mr. McKernan closed the public hearing at 10:19 a.m.

***Mr. McKernan reconvened the Commissioners' Meeting at 10:19 a.m.***

**2.0 ACTION ITEMS**

2.1 ADOPT RESOLUTION 2016-24. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), adopted resolution 2016-24 for ffy 2016 CDBG application.

Projects Selected for Funding:

<b>LYCOMING COUNTY</b>	<b>allocation \$250,675</b>
1. STEP, Inc. Homes in Need	\$100,000
2. Montgomery Sewer Lateral Repair	\$105,515
3. Administration	\$ 45,160

<b>JERSEY SHORE BOROUGH</b>	<b>allocation \$85,877</b>
1. Meadow Alley Reconstruction	\$70,427
2. Administration	\$15,450

<b>MONTOURSVILLE BOROUGH</b>	<b>allocation \$87,967</b>
1. Curbcuts Phase II	\$72,167
2. Administration	\$15,800

<b>SOUTH WILLIAMSPORT BOROUGH</b>	<b>allocation \$102,479</b>
1. Church Street Reconstruction	\$84,039
2. Administration	\$18,440

2.2 APPROVE MODIFICATION TO 2015 CDBG PROGRAM. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved budget modification to FFY 2015 CDBG program.

2.3 APPROVE 2015 CDBG CONTRACT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved FFY 2015 CDBG contract between State/DCED.

2.4 ADOPT RESOLUTION 2016-25. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved resolution 2016-25 for Fair Housing for CDBG.

2.5 APPROVE PURCHASE FROM DRS IMAGING GROUP. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved purchase of ScanPro 2000 microfilm scanner from DRS Imaging Group in the amount of \$12,268.

2.6 APPROVE AMENDMENT 3 WITH US DEPARTMENT OF AGRICULTURE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment 3 to lease agreement with US Department of Agriculture.

Mya Toon explained it is at the same rate as before.

2.7 APPROVE AGREEMENT WITH UNIVERSITY OF PITTSBURGH. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved child welfare education for leadership (CWEL) agreement with the University of Pittsburgh, School of Social

Work to provide paid tuition for one CYS Caseworker for the purpose of obtaining a Masters in Social Work (MSW) degree.

2.8 APPROVE AGREEMENT WITH DIAKON FAMILY LIFE SERVICES. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved agreement with Diakon Family Life Services for JPO.

2.9 APPROVE AGREEMENT WITH HESCO. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved agreement with Highway Equipment & Supply Company for the purchase of 1- New Volvo L350F Articulating Wheel Loader with accessories and the trade-in for a total of \$521,604 off of COSTARS contract.

2.10 APPROVE PSA WITH DEACON EQUIPMENT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Deacon Equipment Company, Inc. for a five year period on an as needed basis.

2.11 APPROVE TDA CHANGES. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved TDA changes - RMS - Resource Recovery - change Collection Supervisor to Resource Recovery Supervisor; PCD - remove GIS Graphics/Field Work Coordinator position, reclassify GIS/Data Systems Analyst grade 7/8 position to GIS Analyst grade 8/9, reclassify GIS Supervisor/Technician grade 8/9 position to grade 9/10.

Mr. Mussare said that this is due to eliminating positions and redistributing tasks to save money.

2.12 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the following personnel actions:

Prison - Becky J. Steppe as full time replacement Clerk III - Pay grade 4 - \$18.176809/hour effective 11/6/16.

PCD - reclassification of Amy M. Fry as full time GIS Supervisor/Technician - Pay grade 10 - \$26.41/hour effective 11/6/16.

PCD - reclassification of Edward Feigles as full time GIS Analyst - Pay grade 9 - \$28.85/hour effective 11/6/16..

2.13 APPROVE PENNVEST AGREEMENT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved PENNVEST agreement for nutrient credit auction on November 2, 2016.

***Mr. McKernan recessed the Commissioners' Meeting at 10:34 a.m.***

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Deputy Controller Collins was present.

3.2 UPDATE SALARY SCHEDULE - A motion by Mrs. Collins and seconded by Mr. Mussare and passed (4-0), approved update to salary schedule:  
RMS - Resource Recovery - change Collection Supervisor to Resource Recovery Supervisor; PCD - remove GIS Graphics/Field Work Coordinator position, reclassify GIS/Data Systems Analyst grade 7/8 position to GIS Analyst grade 8/9, reclassify GIS Supervisor/Technician grade 8/9 position to grade 9/10.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Salary Board at 10:35 a.m.

***Mr. McKernan reconvened the Commissioners' Meeting at 10:35 a.m.***

## **5.0 REPORTS / INFORMATION ITEMS.**

- 5.1 The Commissioners recognized Wayne Benson upon his retirement.  
Jason Yorks provided details on his tenure and added that he is very dedicated open minded and flexible.  
Wayne Benson said he had a great crew and had a great time working for RMS.
- 5.2 Jason Yorks announced LCRMS is requesting bids for seed fertilizer and erosion control.
- 5.3 Marci Hessert announced that Lycoming County is requesting bids for Food Products 1st half 2017.
- 5.4 Marci Hessert announced Lycoming County is requesting bids for Bread Products 1st half 2017.

## **6.0 COMMISSIONER COMMENT.**

Mr. Mussare said that Kristin McLaughlin of SEDA COG is a very good ally who works well with the County.  
Mr. McKernan commented on the budget.  
Mr. Mussare said that health care and pension are two huge issues.

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

Jim Dunn of Armstrong Township commented on the uses for ACT 13 funds and encouraged the Commissioners to allocate them to address impacts. The remainder should be used for infrastructure and bridge bundling programs.

Mr. McKernan commented on ACT 89 and said that is another way of funding bridges.

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, November 1, 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 10:52 a.m.