

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
November 3, 2016
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan - Present
Commissioner Mussare - Absent
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. Mirabito and seconded by Mr. McKernan and passed (2-0), 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:

Al Boyer from McIntyre Township spoke about the devastation from the recent flooding in that municipality. He asked for help with garbage removal and engineering services for water flow in the Marsh Hill area.

Matt McDermott asked if the mini disaster recovery center helped. Mr. Boyer said yes they were listening but not correcting anything. The garbage needs to be removed.

2.0 ACTION ITEMS

2.1 AWARD CONTRACT TO PARK HOME. A motion by Mr. Mirabito and seconded by Mr. McKernan and passed (2-0), awarded contract for Sale of Real Property on Warrensville Road to Park Home in the amount of \$325,000 contingent upon not reasonably with holding surface activity by park home.

The two contingencies were to remove the reverter clause and to ask permission before doing anything with regard to the mineral rights (but no surface activities).

2.2 AWARD CONTRACT TO VASSALLO ENGINEERING. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), awarded contract for professional Land Surveyor services to Vassallo Engineering.

2.3 AWARD CONTRACT TO SIGNET. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), awarded contract for Bunker Renovation for White Deer Golf Course to Signet contingent upon inspection by BCG with contractor.

Mr. Mirabito said the repairs to the bunkers may help draw in more players.

Mr. McKernan said that more people are signing up for memberships.

2.4 AWARD CONTRACT TO SYNATEK. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), awarded contract for Bunker Sand & Gravel for White Deer Golf Course to Synatek, the only responsive bidder.

2.5 APPROVE PURCHASE FROM ATLANTIC IRRIGATION. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved purchase of irrigation system upgrade and greens head project in the amount of \$142,226.04 from Atlantic Irrigation Specialties, Inc. for White Deer Golf Course.

Mya Toon said this is phase three irrigation system upgrade.

2.6 APPROVE AMENDMENT TO PSA WITH HARRY VANVLIET. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved amendment to professional service agreement with Harry Vanvliet for Investigative Services for the PD's office not to exceed \$20,000.

2.7 APPROVE PHFA FUNDS. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved 2016 PHARE conditional award of funds letter from PHFA in the amount of \$3.1 million.

2.8 APPROVE AGREEMENT WITH SUNGARD. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved agreement with Sungard for EFinance upgrade to 5.1 in the amount of \$61,230.

2.9 APPROVE AGREEMENT WITH TELEOSOFT. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved software license agreement with Teleosoft for court scheduling software in the amount of \$56,320.

2.10 APPROVE AGREEMENT WITH TELEOSOFT. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved maintenance agreement with Teleosoft for court scheduling software in the amount of \$11,264.

2.11 APPROVE QUOTE FROM DEACON. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved quote from Deacon Equipment Company, Inc., for the tubgrinder repairs in the amount of \$17,742.03.

2.12 ACCEPT HR REPORT. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), accepted the Human Resources report through October 31, 2016.

2.13 APPROVE PERSONNEL ACTION. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), approved the following personnel action:
Domestic Relations - Erika N. Young as full time replacement
Clerk I - Pay grade 2 - \$11.67/hour effective 11/7/16.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Jason Yorks announced LCRMS is requesting bids for Consumable Energy Products.

5.2 Jason Yorks announced LCRMS is requesting bids for 4 Used Dry Cargo Van Trailers (2nd request).

6.0 COMMISSIONER COMMENT.

Mr. McKernan announced that the proposed 2017 budget will be placed on display on November 15 at 10:00 a.m. There will be outreach meetings on November 15, 16, and 17 from 6-8 p.m.

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

Jim Dunn from Armstrong Township plead to the Commissioners to invest in the community and use ACT 13 funds as impact fees. They should be used for infrastructure. Do the right thing!

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, November 15, 2016. No meetings November 8 & 10, 2016.

9.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mirabito and seconded by Mr. Mckernan and passed (2-0), adjourned the Commissioners' Meeting at 10:51 a.m.

