

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 17, 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 10:08 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.

**2.0 ACTION ITEMS**

- 2.1 ADOPT RESOLUTION 2016-27. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), adopted resolution 2016-26 for surplus items valued under \$1,000.
- 2.2 ADOPT RESOLUTION 2016-27. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), adopted resolution 2016-27 for surplus items valued over \$1,000.
- 2.3 APPROVE PCCD GRANT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Lycoming County Intermediate Punishment Program grant from PCCD in the amount of \$954,631.

- 2.4 APPROVE AGREEMENT FOR SAVIN. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved maintenance and service agreement for SAVIN for the Prison for a period of one year in the amount of \$4,319.52.
- 2.5 APPROVE CORRECTION TO AGENDA ITEM. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved correction to agenda item 2.2 from October 20, 2016, changing the quote from Watertronics to Atlantic Irrigation for vertical turbine proposal for WDGC in the amount of \$18,100.
- 2.6 APPROVE CORRECTION TO AGENDA ITEM. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved correction to agenda item 2.3 from October 20, 2016, changing the quote from Watertronics to Atlantic Irrigation for control panel proposal for WDGC in the amount of \$54,727.
- 2.7 APPROVE PSA WITH BEST LINE LEASING. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Best Line Leasing, LLC for a period of ten years on an as needed basis.
- 2.8 AWARD CONTRACT TO SEEDWAY INC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved contract to Seedway, Inc. for Seed & Fertilizer & Erosion Control Materials & Supplies on an as needed basis.
- 2.9 APPROVE AMENDMENT TO AGREEMENT WITH STEP. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to subrecipient agreement with STEP for Medical Assistance Transportation Program (MATP).
- 2.10 APPROVE CONTRACT WITH CAPITAL REGION WATER. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved nutrient credit trading contract with Capital Region Water.
- 2.11 APPROVE AMENDMENT 3 TO PSA WITH TRC ENVIRONMENTAL CORP. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved amendment 3 to professional services agreement with TRC Environmental Corp. for environmental assessment service for the Brownfields Program.
- 2.12 APPROVE AMENDMENT 4 TO AGREEMENT WITH PENN COLLEGE OF TECHNOLOGY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved amendment 4 to agreement with Pennsylvania College of Technology for the ShaleNET program extending it to December 31, 2017.

2.13 APPROVE PSA WITH ECIWIRELESS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with eciWireless not to exceed \$24,940.

2.14 APPROVE HMRF GRANT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved grant agreement with Commonwealth of PA for Hazardous Materials Response Fund in the amount of \$38,956.

2.15 APPROVE POLL WORKER PAY INCREASE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Poll Worker Pay increase as follows effective January 1, 2018:

Base Compensation for Election Day  
Judge of Elections \$130.00  
Inspector of Elections \$120.00  
Clerk .... \$120.00  
Machine Operator \$120.00  
Constable \$120.00  
Half-Day Worker \$ 60.00  
Equipment Pickup before Election Day  
\$ 5.00 per voting machine  
(Paid to 1 election worker) \$ 6.00 for supplies  
\$ .44 per mile  
Equipment Return on Election Night  
\$ 20.00  
(Paid to 2 election workers) \$ .44 per mile for 1 worker only  
Annual Training \$ 25.00  
(Paid to Judges and Inspectors)

Mr. McKernan said that this is justified and vital to democracy.

2.16 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:  
RMS - Resource Recovery - Jason R. McCollum as full time replacement Truck Driver (drop-off) - Pay grade 6 - \$21.2466/hour effective 11/20/16.  
RMS - Dennis M. Brewer as full time replacement Resource Recovery Supervisor - Pay grade 7 - \$18.72/hour effective 11/20/16.  
Prison - Zachariah J. Zelewicz as full time replacement Maintenance III - Pay grade 8 - \$19.61/hour effective 12/19/16.  
Domestic Relations - Cynthia M. Burnett as full time replacement Clerk III - Pay grade 4 - \$13.81/hour effective 11/21/16.  
Prothonotary - Roxanne N. Myers as full time replacement Clerk III - Pay grade 4 - \$13.81/hour effective 11/21/16.

Mr. Mirabito said that budget, hiring and challenges with pay increases by reducing current positions while maintaining quality of work. He will be looking more closely at attrition.

Mr. Mussare said he has the same concerns. RMS garbage tonnage is down, but recycling is up. He relies on the Department Heads to give correct data and provide good service to the public.

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

5.1 Josh Schnitzlein announced that Lycoming County is requesting proposals for floodplain housing remediation.

Mr. Mussare told Mr. Schnitzlein he is doing a good job.

John Yingling, DPS Director commented on what is available for those who were affected by the flash flooding event.

Mr. Mussare said it took a lot of diligence to compile numbers to provide to the governor's team.

Mr. Mirabito thanked all involved.

Mr. McKernan also extended thanks to the Governor.

5.2 Mya Toon announced that LCRMS is requesting bids for Tire Recycling.

5.3 Matt McDermott presented a check on behalf of the Hartman agency for 2015 workers compensation in the amount of \$379,393. He thanked all involved, especially the workforce.

Mr. McKernan agreed that safety is important.

## **6.0 COMMISSIONER COMMENT.**

Mr. McKernan commented on the PANDA POWER ribbon cutting. It is an impressive plant, clean burning and current technology. It is the 2<sup>nd</sup> of three projects. He welcomes PANDA and its workforce.

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

Jim Dunn of Armstrong Township suggested that the Commissioners leverage ACT 13 funds with other funding for example: Pleasant Stream Corridor and a bridge bundling program. You can only cut so much from a budget.

Larry Stout commented that PANDA is an American company.

## **8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, November 29, 2016. No meetings November 22 & 24. There will be an outreach meeting this evening at Jersey Shore Library on the budget from 6-8 p.m.

**9.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting at 11:08 a.m.