

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
January 26, 2017
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.
- 1.2 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 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH EI HAB HUMAN SERVICES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the PSA with EI HAB Human Services for Juvenile Probation Shelter Care Services.
- 2.2 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH C. TOWNSEND VELKOFF. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the PSA with Townsend Velkoff for counseling services and assessments for Juvenile Probation.
- 2.3 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH ALTERNATIVE REHABILITATION COMMUNITIES. A motion by Mr. Mirabito and

seconded by Mr. Mussare and passed (3-0), approved the PSA with Alternative Rehabilitation Communities for treatment services for Juvenile Probation.

- 2.4 APPROVE EQUITABLE SHARING AGREEMENT AND ANNUAL CERTIFICATION REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the Equitable Sharing Agreement and Annual Certification with the District Attorney.
- 2.5 APPROVE PAYMENT OF INVOICE TO CYBERGENETICS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the payment of the CyberGenetics invoice in the amount of \$15,033.
- 2.6 APPROVE RFP FOR PLANNING AND ZONING SOLICITOR SERVICES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the RFP for Planning and Zoning Solicitor services to McCormick Law Firm.
- 2.7 APPROVE DELL MARKETING LP PROFESSIONAL SERVICE AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the Dell Marketing LP PSA.
- 2.8 APPROVE PAYMENT OF INVOICE FROM BIOINFORMATIC SERVICES INC. A motion by Mr. Mirabito and seconded by Mr. McKernan and passed (3-0), TABLED this item to a later date. It will be placed on the February 7 and 9, 2017 public meeting so that Mr. Miele can be present to answer questions.
- 2.9 APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN COUNTY OF LYCOMING AND CHAD RILEY, CONSTABLE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the MOU between Lycoming County and Chad Riley.
- 2.10 APPROVE THE JANUARY 2017 HUMAN RESOURCES REPORT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the January, 2017 Human Resources Report.
- 2.11 APPROVE ALEXANDRIA H. GSTALDER - COOPERATIVE EXTENSION - FULL TIME REPLACEMENT 4-H PROGRAM ASSISTANT - PAYGRADE 7 - \$18.08 PER HOUR - EFFECTIVE 1/30/17. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved this human resource action.
- 2.12 APPROVE LESLIE KILPATRICK - INFORMATION SERVICES - RECLASSIFICATION TO FULLY QUALIFIED SYSTEMS SUPPORT MANAGER - PAYGRADE 11 - \$67,888.78 PER YEAR - EFFECTIVE 1/29/17 A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0) approved this human resource action.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Lycoming County is requesting bids for Food Products for the 2nd Quarter, 2017.

6.0 COMMISSIONER COMMENT.

Commissioner McKernan shared the Commissioner's experience observing the 911 center recently and shared how much more aware they are of the 911 dispatcher's qualifications and training necessary to fulfill their duties.

Commissioner Mirabito seconded that and added that the public could be made more aware of this if the newspaper did a segment on the 911 Dispatchers.

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

Larry Stout shared that he did write an article about the 911 Center in August 2015. He also shared that he supports keeping tax collectors and giving them a fair wage to keep them working so taxpayers can enjoy the more personal service rather than an automated system.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, February 7, 2017.

9.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:50 a.m.