

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

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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

**Minutes of the Meeting of  
March 2, 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 10:06 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 PSA WITH WINDSTREAM. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with Windstream for a period of five years in the amount of \$3,246.52/month.
- 2.2 APPROVE AMENDMENT TO PSA WITH KARL BALDYS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with Karl K. Baldys for zoning hearing board solicitor services. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved extension through May 31, 2017, contingent upon contractor acceptance.

- 2.3 APPROVE PSA WITH SEDA COG. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with SEDA COG for floodplain housing remediation program.
- 2.4 AWARD CONTRACT FOR PHASE I TO STAHL-SCHAEFFER ENGINEERING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved contract to Stahl-Schaeffer Engineering for Phase I flood mitigation basement evacuation in the amount of \$1,455,250.
- 2.5 REJECT BIDS FOR PHASE II. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved bids for Phase II flood mitigation house raising.
- 2.6 APPROVE AGREEMENT WITH CONSTABLE CRUM. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved agreement with Constable Stanley Crum for use of police frequency 1.
- 2.7 APPROVE AGREEMENT WITH SNYDER COUNTY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved agreement with Snyder County for inmate housing on an as needed basis in the amount of \$72/day/inmate.
- 2.8 APPROVE DEP GRANT AGREEMENT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved grant agreement from Department of Environmental Protection, Office of Water Management in the amount of \$250,000.
- 2.9 APPROVE USDA GRANT AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved grant agreement from U.S. Department of Agriculture in the amount of \$663,693.
- 2.10 APPROVE TDA CHANGE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved TDA change in Conservation District - create part time West Nile Virus Technician not to exceed 1000 hours annually grade 7/8.
- 2.11 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:  
Prothonotary - Mary Harman as full time replacement Clerk III - Pay grade 4 - \$13.95/hour effective 3/12/17.  
Pre-Release - Cassin J. Diggs as full time replacement Resident Supervisor I - Pay grade 5 - \$15.22/hour effective 3/6/17.

Information Services - Kris D. Black as full time replacement Senior Network Engineer - Pay grade 10 - \$46,137.13/annually effective 3/6/17.

*Mr. McKernan recessed the Commissioners' Meeting at 10:31 a.m.*

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Deputy Controller Collins was present.

3.2 SALARY SCHEDULE UPDATE - A motion by Mrs. Collins and seconded by Mr. Mussare and passed (4-0), approved the update to salary schedule.

3.3 ADJOURN SALARY BOARD. Mr. McKernan adjourned the Salary Board at 10:32 a.m.

*Mr. McKernan reconvened the Commissioners' Meeting at 10:32 a.m.*

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

5.1 Mya Toon announced that Lycoming County is requesting proposals for Vending Service.

5.2 Mya Toon announced that Lycoming County is requesting bids for fire protection upgrade.

**6.0 COMMISSIONER COMMENT.** Mr. McKernan opened the floor to Commissioner comment and none were received.

**7.0 PUBLIC COMMENT.** Mr. McKernan opened the floor to public comment and none were received.

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

**9.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting at 10:33 a.m.

