

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
March 23, 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 10:02 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 TRISHA HOOVER-JASPER. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Trisha Hoover-Jasper for conflict attorney services in the amount of \$40,000/annually.
Adrienne J. Stahl explained this is one of four conflict attorney positions.
- 2.2 APPROVE AGREEMENT WITH LYCOMING FIRE POLICE ASSOC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved grant and monitoring agreement with Lycoming Fire Police Association in the amount of \$1,000.
Mya Toon explained this is for training for the volunteers.

2.3 AWARD CONTRACTS FOR FOOD ITEM. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved contract for food products on a per item as needed basis to the following: Benjamin Foods, Feeser's Inc, Keyco Dist, and Sysco Central PA.

2.4 APPROVE PSA WITH GEISINGER. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Geisinger/ Dr. Pat Bruno for the District Attorney's office on an as needed basis.

2.5 APPROVE AMENDMENT 2 TO PSA WITH BASTIAN. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment 2 to professional service agreement with Bastian Tire & Auto Center for vehicle maintenance and repair.

Mya Toon explained this extends the contract to June 30, 2017, in order to prepare to bid the service.

2.6 APPROVE PSA WITH PHILLIPS SUPPLY HOUSE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Phillips Supply House for copier maintenance for 2017.

Mya Toon detailed the cost saving measures that have been under way relating to this contract.

2.7 APPROVE AGREEMENT WITH SELINGSGROVE BORO. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved drop off recycling agreement with Selingsgrove Borough.

2.8 APPROVE AGREEMENT WITH SUSQUEHANNA CRANE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved equipment rental agreement with Susquehanna Crane Services in the amount of \$2,380 for two days.

Jason Yorks explained this amount includes the crane operator.

2.9 APPROVE AGREEMENT WITH DIRECT ENERGY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved agreement with Direct Energy for Natural Gas for Prison for 2017-2020.

2.10 APPROVE AGREEMENT WITH DIRECT ENERGY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved agreement with Direct Energy for Natural Gas for other county facilities 2017-2020.

2.11 APPROVE QUOTE FROM PA WINDOW TINT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved quote from PA Window Tint, Inc. in the amount of \$23,712.

2.12 APPROVE PURCHASE FROM NORTHERN MACHINE WORKS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved purchase of programmable paper cutter from Northern Machine Works for the Print Shop in the amount of \$15,515. Leslie Kilpatrick noted that this will replace a cutter purchased in 1985.

2.13 APPROVE PERSONNEL ACTION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel action:
Courts - Tiffany N. Sechrist as part time replacement Clerk III - pay grade 4 - \$12.96/hour effective 3/27/17, not to exceed 1,000 hours annually.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented the following service pins:

10 year

Yvonne Hughes

DJ Solomon.

Carey Entz Rine

Conservation District.

20 year

Witold (Vito) Malek

PRC.

40 year

Lynn Cunningham

PCD.

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, April 4, 2017. No meetings March 28 and 30, 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 10:40 a.m.