

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
October 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 10:02 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare 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 T&T LANCO. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with T&T Lanco for a period of three years in the amount of \$5,700/annually.

2.2 APPROVE INVOICE FROM SIGNET GOLF ASSOC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved invoice from Signet Golf Associates II, Inc. for removal and installation of sprinkler heads at the WDGC in the amount of \$19,690.

Mr. Mussare said he has received many comments about the improvements that have been made at the Golf Course.

2.3 APPROVE AMENDMENT 4 TO PSA WITH WSP USA CORP. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved amendment 4 to professional service agreement with WSP USA Corp for Aerial Photo Mapping Service in the amount of \$7,400.

2.4 APPROVE APPLICATION TO PA DEPARTMENT OF HEALTH. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved county/regional application to the PA Department of Health for intranasal naloxone kits and designate the Lycoming County LTS EMS Council to serve as the centralized coordinating entity.

2.5 APPROVE MOU WITH SRBC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved memorandum of understanding with Susquehanna River Basin Commission for United States Army Corps of Engineers Project.

Josh Schnitzlein explained this is a \$15,000 cash plus \$15,000 in kind match.

2.6 APPROVE NUTRIENT CREDIT SALES AGREEMENT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved nutrient credit sales agreement with the Pennsylvania Infrastructure Investment Authority.

Mr. Mussare voiced a desire to see some of the best management practices.

2.7 APPROVE CONTRACTS FOR C&Y. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the following contracts for Children & Youth:

- Child Welfare Services Contract with KidsPeace National Centers, Inc. for foster care and residential care services at per diems ranging from \$55.19/day to \$333.08/day for the period July 1, 2016 through June 30, 2017.
- Patricia A. Shipman, Esq. to provide Substitute Guardian Ad Litem services for the period July 1, 2017 to June 30, 2018 at the rate of \$65/hour.
- Greevy and Taylor Law Office to serve as substitute solicitor on an as-needed basis for Lycoming County Children and Youth Services at the rate of \$120/hour for the period July 1, 2017 to June 30, 2018.
- Lycoming County Health Improvement Coalition for the provision of Strengthening Families Program services for the period July 1, 2017 through June 30, 2018 not to exceed \$18,000.
- UMPC Susquehanna Health Home Care and Hospice for the provision of Nurse Family Partnership Program services for the period July 1, 2017 through June 30, 2018 not to exceed \$75,000.
- Susquehanna Valley CASA – Voices for Children for the provision of child advocate services to dependent children for the period July 1, 2017 through June 30, 2018 not to exceed \$30,000.

- 2.8 APPROVE HSDF CONTRACTS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the following Human Services Development Fund contracts for the period July 1, 2017 to June 30, 2018:
- Confer Home Health Services, LLC for adult homemaker services in the amount of \$20,000.
 - Favors Forward for Information and Referral services in the amount of \$3,000.
 - American Rescue Workers for emergency shelter services in the amount of \$10,000.
 - YWCA, Liberty House for emergency shelter services in the amount of \$10,000.
 - Community Alliance for Progressive Positive Action, CAPP for life skills educational services in the amount of \$16,000.
 - Firetree Place for life skills educational services in the amount of \$16,000.
 - Jersey Shore Summer Recreation, Inc., for life skills educational services in the amount of \$4,000.
 - Project CoffeeHouse for the Montgomery Summer Alive program in the amount of \$2,000.

2.9 APPOINT TO LCWSA (PHILBIN). A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), appointed Mike Philbin to the LCWSA with term expiration of January, 1 2021.

2.10 APPROVE UPDATE TO TDA. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved update to the TDA: in Fiscal Services add one part-time Clerk III position pay grade 4, not to exceed 1000 hours annually, in Planning change one full time Clerk I(II) pay grade 2 to part time, not to exceed 1000 hours annually, and in Sheriff Office add four part-time Deputy Sheriff positions, pay grade 7, not to exceed 1000 hours annually.

2.11 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:
District Attorney – Joseph C. Ruby as full time replacement Assistant District Attorney - ADA - \$52,506.69/annually effective 11/6/17.
District Attorney – David S. Yael as part time replacement Central Processing Officer – Pay grade CPO - \$15.64/hour effective 11/6/17, not to exceed 1,000 hours annually.
District Attorney – Robert A. Mausteller as part time replacement Central Processing Officer – Pay grade CPO - \$15.64/hour effective 11/1/17, not to exceed 1,000 hours annually.
Courts – Amanda K. Bess as full time replacement Clerk III – Pay grade 4 - \$13.95/hour effective 11/5/17.
Sheriff – Sidney E. Gable as part time Deputy Sheriff – Pay grade 7 - \$18.08/hour effective 11/5/17, not to exceed 1,000 hours annually.

Sheriff – Derron M. Farber as part time Deputy Sheriff – Pay grade 7 - \$18.08/hour effective 10/30/17, not to exceed 1,000 hours annually.
Sheriff – Arnold D. Duck, Jr. as part time Deputy Sheriff – Pay grade 7 - \$18.08/hour effective 10/30/17, not to exceed 1,000 hours annually.
Sheriff – Kevin G. Stiles as part time Deputy Sheriff – Pay grade 7 - \$18.08/hour effective 10/30/17, not to exceed 1,000 hours annually.

Mr. McKernan recessed the Commissioners' Meeting at 10:37 a.m.

3.0 SALARY BOARD

3.1 Convene Salary Board. Deputy Controller Collins was present.

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

3.4 Adjourn Salary Board. The Salary Board was adjourned at 10:38 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 10:378 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced Lycoming County is requesting bids for Trash Removal Services.

5.2 Mya Toon announced Lycoming County is requesting proposals for Master Leasing.

5.3 Jason Yorks announced LCRMS is requesting proposals for Processing and Recycling of Electronic Waste.

5.4 The Commissioners present Job Well Done award to Jerri Rook for the work she has accomplished regarding the awareness of Domestic Violence. Judge McCoy detailed her participation.

6.0 COMMISSIONER COMMENT. Mr. McKernan opened the floor to commissioner comment and the following were received:

Mr. Mussare told about recently speaking to some employees. He commented about how far behind he is in reading emails. He related this to the stress that must be on the employees due to technology.

Mr. Mirabito agreed and suggested that people pick up the phone and call.

Mr. Mirabito spoke about a tax increase and the cost of government. He is working to try and reduce government.

Mr. Mussare announced that the following week is when they hope to display the budget.

Mr. Mirabito talked about the effort being made by the directors and department heads.

Mr. McKernan said that Monday, November 6, 2017, at 5:30 p.m. at Lycoming College there will be a Lyme disease meeting. This is a serious issue in Lycoming County.

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

Todd Lauer of Jersey Shore asked a question of Jason Yorks relating to DEP regulations and the transfer station.

Mr. Yorks said that they do what they can to prevent issues, but they learn and move forward.

Larry Stout said that it is his privilege to cover the county for the past 18 months. He has yet to meet a county employee who isn't needed or isn't doing his/her job. An incredible value is had for what is being spent.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, October 31, 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 11:01 a.m.