

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  
November 16, 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 10:04 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 CITIZEN & NORTHERN BANK AGREEMENTS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following agreements with C&N:  
Fee agreement (Post Closure Fund).  
Fee agreement.  
C&N Investment Policy Statement (Post Closure Fund).  
C&N Investment Policy Statement.  
C&N Investment Policy Statement (Insurance Fund).  
Sam Lush and Philip Prough from C&N Bank were present.

2.2 AWARD CONTRACT TO TULPEHOCKEN MOUNTAIN SPRING WATER INC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), awarded contract for bottled water service for RMS to Tulpehocken Mountain Spring Water, Inc. on an as needed per item basis.

2.3 APPROVE QUOTE FROM PRODUCTIVITY PRODUCTS AND SERVICES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved quote from Productivity Products and Services, Inc. dba Topcon Solutions Store for the annual Carlson Command Office software subscription in the amount of \$2,995.

2.4 APPROVE AMENDMENT TO PSA WITH MAHANTANGO. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment 1 to professional service agreement with Mahantango Enterprises, Inc., for tire recycling.

2.5 AWARD AGREEMENT TO ROBERT LOSELL. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), awarded sales agreement to Robert Losell in the amount of \$35,300.00 for the 2007 Sterling Acterra PT-1000 20-Cubic Yard Packer Truck.

Jason Yorks explained that this truck was partially funded through a recycling grant so a portion of the money needs to be returned to DEP.

2.6 APPROVE PSA FOR JPO. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreements with the following for the Juvenile Probation Office:

Northampton County	Youth Services Agency	
Mid Atlantic Youth Services	Glen Mills	Clear Vision

2.7 APPROVE AGREEMENTS FOR INMATE HOUSING. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved agreement for inmate housing with the following:  
Clinton County for \$70/inmate/day.  
Centre County for \$65/inmate/day.

2.8 APPROVE ADDENDUM TO AGREEMENT WITH PYRAMID COMMUNICATIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved addendum to master agreement with Pyramid Communications for In-vehicle repeaters.

Mya Toon explained that this is a piggyback on the NASPO contract.

2.9 APPROVE BILLS OF SALE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved bills of sale for the following that were auctioned on Municibid:

2008 Ford Explorer sold for \$1,000.00 to David Columbine.  
2002 Ford E350 Van sold for \$1,850.00 to Michael Greco.  
1999 Chevrolet Tahoe sold for \$1380.00 to Larry Mullen.

Snow Blower sold for \$111.00 to Randy Knipe.

2.10 APPROVE AMENDMENT TO AGREEMENT WITH WBRA. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to agreement with West Branch Regional Authority for Rt15 Corridor Sanitary Sewer.

Mr. Mirabito asked where the other \$100,000 was going to come from. Josh Billings explained it will come from grants, PennVest loans, and DCED.

2.11 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions: Fiscal Services – Karen F. Wright as part time Clerk III – Pay grade 4 - \$13.756557/hour effective 11/19/17, not to exceed 1,000 hours annually. Sheriff – reclassification of Jennifer Hartley as full time replacement Clerk III – Pay grade 4 - \$16.02/hour effective 11/19/17.

RMS – Operations – promotion of Randy Sandstrom as full time replacement Assistant Operations Manager – Pay grade 9 - \$25.37/hour effective 11/19/17.

Pre Release – Tanya Hall as full time replacement Work Crew Foreman – Pay grade 8 - \$19.81/hour effective 12/18/17.

Pre Release – Erin E. Frantz as part time replacement Resident Supervisor – Pay grade 5 - \$14.14/hour effective 11/20/17, not to exceed 1,000 hours annually..

2.12 APPOINT TO HOUSING AUTHORITY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Brian Brooking to serve on the Lycoming County Housing Authority with term expiration of December 31, 2022.

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

5.1 Mya Toon announced that Lycoming County is requesting bids for Early Intervention Program.

Mr. Mirabito said that other counties do this.

5.2 The Commissioners presented a JWD award to Paula Simpler for excellence in constituent services.

5.3 The Commissioners presented a 10 year service pin to Jerry Kennedy, Jr.

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

Mr. McKernan announced the help offered by River Valley Health & Dental for signing up for healthcare on the Marketplace. Also UPMC is offering health plans.

**7.0 PUBLIC COMMENT.** Mr. McKernan opened the floor to public comment and the following were received:  
Rebecca Burke of Williamsport and member of the Airport Authority thanked the board for support of the airport. November 29 the new jet service will begin. She anticipates the service will improve in inclement weather.  
Mr. Mussare thanked Mrs. Burke and the board for the undertaking of the airport terminal project.  
Mrs. Burke added that the terminal is about 35% complete.

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, November 28, 2017. No meetings November 21 or 23.

**9.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting at 10:58 a.m.