

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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**Minutes of the Meeting of
December 14, 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 10:05 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 ADOPT RESOLUTION 2017-36. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), adopted Resolution 2017-36 for renewal of collateral security note for the Joinder Board line of credit. Beth Johnston explained this is an annual renewal for a line of credit.

2.2 APPROVE PSA WITH CONTRAST COMMUNICATIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Contrast Communications, not to exceed \$100,000.

2.3 APPROVE QUOTE FROM MITEL BUSINESS SOLUTIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved quote from Mitel Business Systems in the amount of \$13,167.14.

Leslie Kilpatrick explained this is support for the phone system.

2.4 APPROVE PSA WITH BARTON ASSOCIATES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Barton Associates in an amount not to exceed \$16,900.

Ken George explained this is for evaluation of the four main buildings.

Mr. Mussare said that the county owns too many buildings.

Mr. Mirabito said that the future needs should be taken into consideration.

2.5 APPROVE AMENDMENT 2 TO AGREEMENT WITH SOUTH WILLIAMSPORT.

A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment 3 to Act 13 Agreement with South Williamsport extending the agreement to November 30, 2017.

2.6 APPROVE PSA WITH TETRA TECH. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Tetra Tech, Inc. not to exceed \$74,000.

Kurt Hausammann said this is for the calendar year 2018, and is on an as-needed basis to secure state and federal funds.

2.7 APPROVE PSA WITH DELTA DEVELOPMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved professional service agreement with Delta Development not to exceed \$124,000.

Kurt Hausammann said this is for the calendar year 2018, and is on an as-needed basis to secure state and federal funds.

2.8 APPROVE UPDATE TO POLICY 410. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved update to policy 410 - Reclassification and Promotion - of the county policy & procedure manual.

2.9 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the following personnel actions:

Courts – Lois I. Ulmer as part time replacement Clerk III – Pay grade 4 - \$12.96/hour effective 12/18/2017, not to exceed 1,000 hour annually.

Treasurer – Katherine A. Zay as full time replacement Clerk III – Pay grade 4 - \$13.95/hour effective 12/18/2017.

Maintenance – Charles Young as full time replacement Custodial Worker – Pay grade I - \$10.84/hour effective 12/18/2017.

District Attorney – promotion of Kacey L. Prichard as full time replacement Clerk III – Pay grade 4 - \$13.95/hour effective 12/31/17.

Pre-Release – promotion of Witold Malek as full time replacement Resident Supervisor II – Pay grade 8 - \$26.89/hour effective 12/17/17.

Coroner – Jennifer L. Nolan as part time replacement Deputy Coroner/On Call – Pay grade 7 - \$21.54/hour effective 12/31/17, not to exceed 1,000 hours annually.

Coroner – Olivia A. Forney as full time replacement Deputy Coroner - Pay grade 7 - \$18.08/hour effective 12/31/17.

Mr. McKernan spoke about the 2018 staff reduction initiative.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners recognized the Leadership Lycoming Class of 2018, who were in attendance.

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

Mr. McKernan mentioned that the appointments for the different boards and authorities. He said they are always looking for people interested in serving.

Mr. Mirabito encouraged people to run for office. Voices need to be heard.

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

Al Boyer, Supervisor of McIntyre Township, said that more people need to show up and confront things. He spoke highly of the Planning Department and all they do. He also commended the commissioners on their work.

Larry Stout from Montgomery Area Historical Society announced an event on Saturday at 3 p.m. on the Federal Bureau of Prison grounds at the stone church being a candlelight service. Paintings of the former settlement Elvira, done by inmates, will be on display.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, December 19, 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 11:01 a.m.