

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
January 11, 2018
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan - Present
Commissioner Mussare - Present
Commissioner Mirabito - Present

Assistant Solicitor Wiley - 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. 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 AG PRESERVATION CERTIFICATION . A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved 2018 Certification of Funds for the Ag Preservation Program.

2.2 APPROVE PSA WITH GEORGE JR REPUBLIC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with George Jr. Republic for JPO.

2.3 APPROVE PAYMENTS FOR WHITE DEER GOLF COURSE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved payment not to exceed \$139,000 for the Accounts Payables for White Deer

Golf Course and payment not to exceed \$300,000 for the Line of Credit at Citizens and Northern Bank for White Deer Golf Course.

2.4 APPROVE AGREEMENT WITH CVS CAREMARK. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved agreement with CVS Caremark for Prescription Benefit Services for retirees.

2.5 APPROVE INTERIM AGREEMENT WITH CORESOURCE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved interim agreement with Coresource.

2.6 ACCEPT HUMAN RESOURCES REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the Human Resource report through 12/31/2017.

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

DA – DUI Processing Center – Christopher Salisbury as part time replacement Special Detective – DET/DUI - \$15.64/hour effective 1/16/18, not to exceed 1,000 hours annually.

DA – Alisha M. Fields as part time replacement Clerk I – pay grade 2 - \$10.94/hour effective 1/16/18, not to exceed 1,000 hours annually.

Pre-Release – Brandy L. Perchinski as part time replacement Female Resident Supervisor – Pay grade 5 - \$14.14/hour effective 1/22/18, not to exceed 1,000 hours annually.

Pre-Release – Arlene L. Lopez as part time replacement Pre-Release Driver – Pay grade 4 - \$12.96/hour effective 1/16/18, not to exceed 1,000 hours annually.

Pre-Release – Karla A. Hanner as part time replacement Pre-Release Driver – Pay grade 4 - \$12.96/hour effective 1/16/18, not to exceed 1,000 hours annually.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented JWD awards to Deb Bennett and Josh Schnitzlein for their excellent constituent services. Fran McJunkin detailed their help to two property owners and the time crunch they were working under. The Commissioners also presented Josh Schnitzlein a pin recognizing that he passed his test to become a Certified Floodplain Manger.

5.2 Marci Hessert announced that LCRMS is requesting bids for rental equipment.

5.3 Nicki Collins announced that Lycoming County is requesting proposals for investment consulting services for the retirement fund.

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, January 16, 2018.

9.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting at 10:31 a.m.