

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
February 8, 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 10:02 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.
A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved

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 GRANT FROM PA DCED. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved grant agreement with Pennsylvania Department of Community and Economic Development for Riverwalk Connector in the amount of \$180,000.

Mr. Mussare said that there would be no county tax money being used toward this. Any monetary match would come from Growing Greener funds.

2.2 APPROVE AMENDMENT TO PSA WITH JUSTICE WORKS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment to professional service agreement with Justice Works for the Juvenile Probation Department.

2.3 AWARD CONTRACTS FOR RENTAL EQUIPMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), awarded contracts for rental equipment on a per item as needed basis to the following:

1. Allison Crane & Rigging, Inc.
2. Best Line Equipment
3. Blue Line Rentals, LLC.
4. Cleveland Brothers Equipment Company, Inc.
5. Commonwealth Equipment Corporation
6. Five Star Equipment, Inc.
7. Groff Tractor
8. Herc Rentals, Inc.
9. Lundy Construction Company, Inc/Susquehanna Crane Service
10. United Rentals (North America), Inc.

2.4 APPROVE AMENDMENT TO PSA WITH BRINJAC ENGINEERING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved amendment 4 to professional service agreement with Brinjac Engineering extending it until February 28, 2018.

2.5 APPROVE EMERGENCY SOLUTIONS GRANT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Emergency Solutions Grant agreement in the amount of \$30,000.

Mr. Mirabito suggested using the YWCA as part of a Re-entry program.

Mr. McKernan said that the county needs a Re-entry Coordinator.

2.6 APPROVE SUB AGREEMENT WITH YWCA. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved subrecipient agreement with the YWCA for Emergency Solutions Grant in the amount of \$30,000.

2.7 APPROVE UPDATE TO POLICY 903. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved update to Policy 903 - Workers' Compensation – of the County's Policy and Procedure Manual.

2.8 ACCEPT HUMAN RESOURCES REPORT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), accepted the Human Resources report through January 31, 2018..

2.9 APPROVE PERSONNEL ACTION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the following personnel action:
Public Defender – Susan Saba Roinick as full time replacement Assistant Public Defender – union - \$52,764.08/annually effective 2/11/18.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that LCRMS is requesting bids for Equipment Tires & Tire Repair.

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

Mr. McKernan announced that Charles Lupert resigned from the assessment review board. He thanked him for his services. The county is now looking for someone to fill that position, who has an understanding of real estate.

Mr. Mussare asked if Mr. Lupert commented on keeping that board.

Mr. McKernan said that Mr. Lupert did not say either way.

Mr. Mirabito mentioned that the Board of Commissioners should also sit as the Board of Assessment Appeals, and not have that be an independent board.

Mr. McKernan added that Mr. Lupert complimented Brooke Wright, Chief Assessor on her knowledge and professionalism.

Mr. McKernan mentioned a large oak tree at Lysock View that is dying. He would like to have someone do a carving into it to create an historic item, but that is fairly expensive.

Mr. McKernan also announced that the Girl Scouts have a STEM project at PCT on Saturday, February 17 from 12-4.

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, February 13, 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 10:28 a.m.