

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
March 1, 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. 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 PSA WITH DR. BRUNO. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Dr. Pat Bruno for the District Attorney's office.

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

- Best Unity 1 8KVA UPS sold for \$56.00 to David Searles.
- Miscellaneous Lot 3 sold for \$150.00 to Toni Taylor.

March 1, 2018

2.3 APPROVE PURCHASE FROM FLAGZONE LLC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved purchase of flags from Flagzone LLC in the amount of \$10,576.80.

Mya Toon explained this is for the Veteran's Affairs Office for placement on veterans' graves.

2.4 APPROVE PSA WITH PALMETTO POSTING. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Palmetto Posting for the collections office.

2.5 APPROVE RMS REORGANIZATION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the plan for the Operations Division Reorganization at Resource Management Services:
Effective March 11, 2018- change TDA and salary schedule to reflect the following:

- elimination of assistant operations supervisor, pay grade 6/7.
- re-creation of operations supervisor at pay grade 7/8.
- change one (1) equipment operator position to a lead equipment operator, pay grade 7.

Effective March 11, 2018 change the starting rate for a fully qualified equipment operator to \$18.00/hour due to market conditions.

Roxanne Grieco explained that this suggested change is due to market conditions.

Mr. Mirabito said that this is being done in accordance with policies and is a recommended action by Human Resources. He also said that the equipment being operated is not small equipment.

2.6 APPROVE PERSONNEL ACTION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the following personnel action:
RMS – Resource Recovery – Joseph Strausser as full time replacement Truck Driver – Pay grade 5 - \$15.22/hour effective 3/5/18.

2.7 ACCEPT HR REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), accepted the Human Resources report through February 28, 2018.

2.8 APPROVE CASH REQUIREMENT REPORT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved accounts payable cash requirement report through March 14, 2018, for payment on March 7, 2018, pending review and approval by commissioners.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners present a Job Well Done award to Leslie Kilpatrick for her money saving negotiation skills. Karl Demi detailed the cost saving measures that she was able to achieve.

The Commissioners present a Job Well Done award to Jerry Kennedy for his money saving negotiation skills. Karl Demi detailed the cost saving measures that he was able to achieve.

5.2 Kim Wheeler presented the Fragmentation portion of the Comprehensive Plan.

Mark Truman from Susquehanna Regional EMS explained that EMS response is critical in the community. The medical aspect of public safety is important. He added that UPMC Susquehanna EMS is attempting to get community buy in of regional ambulance service. He detailed the presentations that have begun to be given to communities regarding this.

John Yingling said that the goal is efficient effective delivery of services. He said there is not a “one size fits all” solution.

Larry Stout from Clinton Township commended Kim Wheeler on her hard work. He suggested holding an annual municipal summit and invite elected officials. Also, he feels that elected officials should be better briefed on all issues, as well as those who want to run for office.

Forrest Lehman, Director of Elections said that elected officials all over the state struggle with these issues. There are problems with finding polling places in small townships, as well as a lack of physical engagement.

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 the following were received:

John Yingling provided an update on the intense weather that is expected over the next 48 hours to include rain, snow and wind.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, March 6, 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 11:21 a.m.