

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
May 3, 2018
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan – Present via phone for items 2.2 and 2.3

Commissioner Mussare - Present

Commissioner Mirabito - Present

Solicitor Smith - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare convened the Commissioners Meeting 10:02 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Mussare opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

2.1 APPROVE PSA WITH DR. LEO KADEHJIAN. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved professional service agreement with Dr. Leo Kadehjian, not to exceed \$10,000, for expert toxicology services for APO.

2.2 AWARD CONTRACT FOR MASTER LEASING . A motion by Mr. McKernan and seconded by Mr. Mussare and passed (2-0, Mr. Mirabito abstained), awarded contract for Master Leasing to Transitional Living Centers. Mr. Mirabito explained that his abstention did not mean that he did not support this. He thanked the housing coalition. Kim Wheeler exclaimed that this is an exciting moment.

May 3, 2018

Roseann Pelleschi agreed this was an important moment.

2.3 APPROVE SUBRECIPIENT AGREEMENT WITH TLC. A motion by Mr. McKernan and seconded by Mr. Mussare and passed (2-0, Mr. Mirabito abstained), approved Master Leasing Sub-recipient Agreement with Transitional Living Centers in the amount of \$292,500.

2.4 ACCEPT HR REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), accepted Human Resources report through 4/30/2018.

2.5 APPROVE UPDATE TO TDA. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved update to the TDA – Veteran’s Affairs – addition of Temporary Part-time Veterans Affairs Assistant.

2.6 APPROVE PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved the following personnel actions:
Prison – Stephen S. George as full time replacement Rover – CO2 - \$22.47/hour effective 6/3/18.

Prison – promotion of Michael D. Minier to full time replacement Intake Officer – CO2 - \$17.99/hour effective 6/3/18.

Prison – Jason C. Eiswerth as full time replacement Central Control Operator – CO2 - \$20.96/hour effective 6/3/18.

Prison – Amilee Miller as full time replacement Correctional Officer Female relief M/F – CO1 - \$16.01/hour effective 5/21/18.

Pre-Release – reclassification of Jamie L. Shoemaker to full time resident Supervisor – Pay grade 6 - \$17.95/hour effective 6/3/18.

Assessment – Ashley M. Beatty as full time replacement Field Assessor – Pay grade 5 - \$15.22/hour effective 5/9/18.

Veterans Affairs – Frank J. Passaniti as part time Temporary Veterans Affairs Assistant – Pay grade 7 - \$16.83/hour effective 5/6/18.

District Attorney – full time replacement Assistant County Detective – NEU - AD - \$22.042365/hour effective 5/6/18.

Mr. Mussare recessed the Commissioners’ Meeting at 10:30 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Salary Board at 10:30 a.m. Deputy Controller Brelsford was present.

3.2 APPROVE UPDATE TO SALARY SCHEDULE. A motion by Ms. Brelsford and seconded by Mr. Mirabito and passed (3-0), approved update to the salary schedule to include the Temporary Part-time Veterans Affairs Assistant.

3.3 APPOINT SPECIAL COUNTY DETECTIVES. A motion by Ms. Brelsford and seconded by Mr. Mirabito and passed (3-0), appointed special county detectives individuals for the Narcotics Enforcement Unit.

3.4 ADJOURN SALARY BOARD. Mr. Mussare adjourned the Salary Board at 10:31 a.m.

Mr. Mussare reconvened the Commissioners' Meeting at 10:31 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners recognized Kevin DeParlos on his retirement. Brad Shoemaker commented on Warden DeParlos' extensive service to the county since 1981.

Kevin DeParlos commented that he worked for the county for 2/3 of his life. He had awesome coworkers and great support. He is very thankful.

5.2 Mya Toon announced that Lycoming County is requesting bids for food products for the prison and pre-release center.

5.3 R Mya Toon announced that Lycoming County is requesting bids for bread products for the prison and pre-release center.

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

Mr. Mussare asked Solicitor Smith to read the following statement regarding sanctuary counties:

"Simply put, Lycoming County is not a sanctuary county. It does not shelter illegal immigrants, nor does it interfere with any law enforcement effort to identify and remove illegal immigrants from our community. Lycoming County complies with all mandatory orders of immigration authorities, and it cooperates with those authorities as required by law."

7.0 PUBLIC COMMENT. Mr. Mussare opened the floor to public comment and none were received.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Mussare announced the next regularly scheduled meeting as a work session on Tuesday, May 8, 2018.

9.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), adjourned the Commissioners' Meeting at 10:33 a.m.