

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
August 2, 2018
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. The meeting was convened at 10:04 a.m.

2.0 ACTION ITEMS

2.1 APPROVE CASH REQUIREMENTS REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved accounts payable cash requirement report through August 15, 2018, for payment on August 8, 2018, in the amount of \$1,860,690.21.

2.2 PROCLAIM AUGUST AS CHILD SUPPORT AWARENESS MONTH IN LYCOMING COUNTY. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (3-0). Stephanie Tribble also recognized the Domestic Relations department for consistently placing first in their Federal Performance numbers of 5th Class Counties.

2.3 ENACTED ORDINANCE 2018 -03. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Tax Collection guidelines.

2.4 APPROVE PURCHASE OF CARPET FOR THE COURTHOUSE FLOORS 3 AND 4 FROM SHAW INTEGRATED SOLUTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the purchase in the amount of \$75,292.26.

July 17, 2018

2.5 APPROVE PURCHASE OF CARPET FOR DOMESTIC RELATIONS . A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved in the amount of \$9,084.39.

2.6 APPROVE HUNTER AND LOMISON CONTRACT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved for a 911 Generator in the amount of \$78,276.00.

2.7 APPROVE CJAB TECHNICAL ASSISTANCE AND TRAINING GRANT APPLICATION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0). Approved in the amount of \$1,440. The grant will be used to reduce recidivism and to assist with analyzing data.

2.8 APPROVE HUMAN RESOURCE REPORT. A motion by Mr. Mirabito seconded by Mr. Mussare and passed (3-0), approved the report through 7/31/2018.

2.9 APPROVE PERSONNEL ACTIONS:

Pre-release – Keely S. Whipple – Full time replacement (Temporary)
Resident Supervisor – Pay grade 5 - \$15.22/hour effective 8/12/18.

Maintenance – Lisa E. Welch – Full time replacement Correctional Officer
Relief – Pay grade C01 - \$16.01/hour effective 8/12/18.

Prison – Rhomello J. Martin – as Full time replacement Correctional Officer
Relief - Pay grade C01 - \$16.01/hour effective 8/13/18.

2.10 REJECT OLD CASTLE BID PACKAGE: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0). Approved to reject the bid package received for the 2nd bid cycle Concrete Manhole Boxes for a Force main Waterline Project for non-compliant bid.

2.11 APPROVE PSA WITH R AND G SPRING WORKS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0). Approved for Rear Suspension Replacement Parts and Labor for a 2004 Mack Truck in the amount of \$11,263.49.

Recess Commissioners' Meeting 10:28 a.m.

3.0 SALARY BOARD.

3.1 CONVENE SALARY BOARD: Mr. McKernan convened the Salary Board at 10:28 a.m. Deputy Controller Brelsford was present.

3.2 APPROVE DISTRICT ATTORNEY'S REQUEST. A motion by Ms. Brelsford and seconded by Mr. Mirabito and passed (3-0), approved to renew a motion for special county detectives to participate in the DUI Center.

3.3 ADJOURN THE SALARY BOARD: McKernan adjourned the Salary Board at 10:32 a.m.

4.0 BOARD OF ASSESSMENT REVISION.

4.1 CONVENE BOARD OF ASSESSMENT. Mr. McKernan convened the Board of Assessment Revision at 10:33 a.m.

4.2 APPROVE THE FOLLOWING EXONERATIONS: A motion by Mr. Mussare and seconded by Mr. Mirabito passed (3-0), approved.

4.3 APPROVE REAL ESTATE REFUNDS: A motion by Mr. Mussare and seconded by Mr. Mirabito passed (3-0), approved

4.4 ADJOURN BOARD OF ASSESSMENT.

5.0 REPORTS/INFORMATION ITEMS.

6.0 COMMISSIONER COMMENTS.

9.0 ADJOURN COMMISSIONERS' MEETING. Mr. McKernan adjourned the meeting at 10:51 a.m.