

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
April 18, 2019
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. 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.

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 ACCOUNTS PAYABLE CASH REQUIREMENT REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved through April 24, 2019, for payment on April 18, 2019 in the amount of \$2,747,788.65.

2.2 APPROVE DEP 903 RECYCLING COORDINATOR GRANT APPLICATION: A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved in the amount of \$35,340.02.

2.3 APPROVE FFY2018-2019 PERSEUS HOUSE CONTRACT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approve for juvenile probation residential placements.

2.4 APPROVE FFY 2018-2019 YOUTH SERVICES AGENCY CONTRACT COMPANY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for juvenile probation.

2.5 APPROVE FFY 2018 - 2019 AMENDMENT TO AGREEMENT WITH C. VELKOFF. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.6 APPROVE FFY2018 -2019 TIOGA COUNTY HUMAN SERVICES CONTRACT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.7 APPROVE CHANGES TO TDA. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

Planning-Creation of a Temporary Part-Time P&CD Special Projects position paygrade 15 for the Planning Department.

Planning – Reclassification of Assistant Transportation Planner, pay grades 7/8 to Transportation planner, paygrades 8/9 for the Planning Department.

Pre-Release

Female Caseworker Counselor, paygrades 8/9 to Pre-Release Counselor, pay grades 8/9.

Resident Counselor, pay grades 8/9 to Pre- Release Counselor, pay grades 8/9.

2.8 APPROVE FOLLOWING PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

Courts – MDJ Kemp – Tanya M. Smith as a full time replacement Clerk III – pay grade 4 - \$13.95 per hour effective 4/24/19.

Planning & Community Development – Kurt Hausammann Jr. as new position temporary Planning and Community Development Special Projects – pay grade 15- \$50.00 per hour effective 5/6/19 not to exceed 1000 hours annually.

2.9 APPROVE FFY2018 DCED CDBG CONTRACT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Lycoming County, Montoursville, Jersey Shore, and South Williamsport in the amount of \$573,282.00.

2.10 APPROVE FFY2019-2020 STEP, INC ACT 137 HIN MONITORING AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved to assist low to moderate income families in Lycoming County with making home improvements to include, handicap accessibility in the amount of \$150,000. The program has been in existence

since 2005. 151 households have been served, to include 50% that are senior citizens.

2.11 APPROVE PROFESSIONAL SERVICES AGREEMENT WITH STATHILL

INVESTIGATIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for the public defender's office on an as needed basis. A renewal contract.

2.12 APPROVE INTERIM ADDENDUM TO THE PROGRAM MANAGEMENT FOR

TEFAP- CENTRAL PENNSYLVANIA FOOD BANK. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.13 APPROVE PURCHASE AGREEMENT WITH ATLANTIC TACTICAL, EAGLE

POINT GUN AND WITMER PUBLIC SAFETY GROUP. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved for ammunition in the amount of \$11,628.93. The annual purchase of ammunition for training purposes for five departments; APO, JPO, Detectives, Sheriff and Prison to maintain their certifications.

2.14 APPROVE AGREEMENT WITH AMERICAN FEDERATION OF STATE,

COUNTY AND MUNICIPAL EMPLOYEES AFL-CIO (AFSCME). A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved for the prison union. Highlights are 5 year contract, 2.5 % pay increase per year.

Mr. McKernan recessed the Commissioners' Meeting

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Board of Assessment Revision. Nicki Brelsford Deputy Controller was present.

3.2 APPROVE CHANGES TO SALARY SCHEDULE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (4-0), approved.

Planning:

Creation of a Temporary Part-time P & CD Special Projects position, paygrade 15
Reclassification of Assistant Transportation Planner, pay grades 7/8 to
Transportation Planner, pay grades 8/9.

Pre-Release:

Female Caseworker Counselor, pay grades 8/9 to Pre-Release Counselor, pay grades 8/9.

Resident Counselor, pay grades 8/9 to Pre-Release Counselor, pay grades 8/9

3.3 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Salary Board.

Mr. McKernan reconvened Commissioners' Meeting.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Bill Siegel, Executive Director of SEDA-COG to provide an update and answer questions.

He spoke of the significance and importance of the planning department to administer and manage the tax money brought back to the municipalities. SEDA-COG relies heavily on the planning department to assist with the management of grant monies and funding. SEDA-COG is a council of governments that has been in existence for 60 years and our focus is in planned development of our region and to help compete with more urban areas. The rural nature of our communities and region require a need to partner up and team up and work regionally and collectively to build strength and capacity.

5.2 Award 20 year service pin to Brett Meckley 4/26/1999 Bailing Operator.

Director Jason Yorks did not need notes to speak about him being a super employee and a man of faith. He leads his life as his beliefs are, a teacher of the bible, he leads groups in Prison. He found a brand new bible in plastic wrap in recycling; the bible sits on my desk right now. He has guided me with his wisdom. Commissioners extended their appreciation for Mr. Meckley's dedication to Lycoming County, his faith and his work in the community.

5.3 FFY2019 Community Development Block Grant (CDBG) schedule. Kristin McLaughlin from SEDA-COG announced the new schedule. Introduced Mitzi Gallagher-Long as a new addition to the SEDA-COG team. (See attached).

5.4 Lycoming County is requesting a RFP for the Riverwalk Extension.

6.0 COMMISSIONER COMMENT. Mr. McKernan opened the floor to commissioner comment and none were received:

Questions regarding Mr. Hausammann's position after retirement were asked on the Sun-Gazette. Commissioner McKernan stated the retiring Director's position, he is retiring in May. We are asking him to come back on a part time basis. The Planning Department is losing a lot wisdom and knowledge with the retirement of Mr. Murawski, we are in the process of hiring a new Director, so we will need his expertise over the next twelve months. He will be working without benefits and will be working no more than 1, 000 a year. The County needs his expertise while searching for a new Director. He does not receive benefits or holiday pay.

Commissioner Mirabito – Planning Department handles millions of dollars, we need to have people in the interim who have a broad understanding of the department and to be in compliance with all legal regulations and obligations.

Commissioner Mussare – Fran McJunkin is stepping up to the plate. We handle 23 other municipalities, it is critical to have a key staff in place. Municipalities would have to hire their own people, if we did not have the planning department. Transportation Planner is paid for through PennDOT.

Commissioner McKernan- Noticed on the radio, 911 Dispatcher week was announced. On behalf of the Commissioners, I applaud our 911 staff for their work and their professionalism. They work under pressure, and I know they get a ton of calls; it takes a special person to be a 911 dispatcher. The County is always in need in of dispatchers. If any there is any one who is interested in this type of work, please consider working for Lycoming. Today is also County Health Day. I would like to give all the County employees for signing up for the Wellness program, we may have launched it too early, and however we wanted to get it off the ground. We ended up getting 70% participation from the employees and that is great to get in front of illnesses. This wellness program is instrumental in preventing diseases from becoming catastrophic and reduces medical costs. We will be having a wellness committee.

Commissioner Mirabito- The County is a self-funded health fund.

Commissioner McKernan – All three Commissioners are committed to driving down the medical costs. We are looking into clinics, and drug-gene testing, pharmacogenetics. Pharmacogenetics is the study of how your genes affect your body's response to medication. So that the tax payer do not waste money at the pharmacy, they will know what medications will and will not work for their bodies. Ultimately, pharmacogenetics provides information that can reduce medical costs.

7.0 PUBLIC COMMENT. Mr. McKernan opened the floor to public comment and the following were none received:

Larry Stout – I just returned from four days of the Pennsylvania State Association of Township supervisors. Ten townships were represented from Lycoming County, there are a total of 42 townships in our county. A few highlights, of the issues brought up were Broadband in rural PA, RESTOREPA, and the severance tax debate. The Governor attended. Broadband is a complex problem, with no real solution. By the time, we replace all of the old technology it will be out date and obsolete. There is bipartisan support for solutions for the volunteer fire companies After attending the conference and comparing what is happening in other municipalities, I am impressed with all that happens in these meetings and would like to commend the Commissioners for their work in addressing the common issues that are happening across the Commonwealth.

Commissioner Mirabito- We need people to move to the area. The County's population has diminished since I moved here. We need to create a program that supports people moving here and building businesses.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, April 16, 2019. The next public meeting will be held on Thursday, April 18, 2019. Both meetings begin at 10:00 a.m. Commissioner's Briefing Room. 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

9.0 ADJOURN COMMISSIONERS' MEETING. Mr. McKernan adjourned the Commissioners' Meeting.