

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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COUNTY of LYCOMING  
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**Minutes of the Meeting of  
May 28, 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. The meeting was convened at 10:06 a.m.

Bids were opened for the Riverwalk Extension. (3 bidders) This is a professional service agreement.

1. ATC Group Services
2. Herbert, Rowland & Grubic, Inc.
3. Larson Design Group

**2.0 ACTION ITEMS**

2.1 APPROVE CHANGES TO TDA AND TOTALS REPORT: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Planning and Community Development – Reclassification of GIS Supervision/Technician, pay grades 9/10 to GIS Supervisor, paygrades 10/11.

2.2 APPROVE THE FOLLOWING PERSONNEL ACTIONS: A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved Pre-Release – Jamie L. Shoemaker as fully qualified full time Resident Supervisor due to a Prison Contract Adjustment-

- Pay grade 6 – \$ 16.73 per hour effective 1/1/18
- Pay grade 6 - \$ 18.40 per hour effective 6/3/18
- Pay grade 6 - \$ 18.86 per hour effective 1/1/19

Prison – Brittany L. Hardy – reclassification to fully qualified full time Bail Release Officer – pay grade 9 - \$22.86 per hour effective 6/2/19.

Domestic Relations – Joseph Peluso – as full time replacement Clerk III – Pay grade 4 – \$20.17 per hour effective 6/2/19.

Planning & Community Development – Amy M. Fry - reclassification to fully qualified GIS Supervisor – as Pay grade 11 - \$61,266.79 annually effective 6/2/19.

Planning & Community Development – Salvatore R. Vitko- as full time replacement/promotion Transportation Planner – Pay grade 9 - \$42,773.50 annually effective 6/2/19.

Information Services – Cody Myers – as full time replacement/promotion to Network Engineer – Pay grade 8 - \$40,308.97 annually effective 6/2/19.

Maintenance – Andrew S. Soboleski – as full time replacement Maintenance I – Pay grade 4 - \$13.95 per hour effective 6/3/19.

2.3 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH JEANA LONGO, ESQ. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the conflict attorney for the public defenders’ office. Ms. Longo will have 65 new cases during the time period Jun 1, 2019 – May 31, 2020.

2.4 APPROVE CHILD WELFARE SERVICES CONTRACTS: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved

- Contract with **Children’s Service Center of Wyoming Valley, Inc.** for foster care and residential care services at per diems ranging from **\$51.26/day to \$225.43/day** for the period July 1, 2018 through June 30, 2019.
- Contract with Taylor Mullholland, Esq. to provide Substitute Guardian Ad Litem services for the period April 1, 2019 to June 30, 2020 at **\$75/hour**. On an as needed basis.

2.5 APPROVE PURCHASE AGREEMENT WITH THE PROFESSIONAL EDGE, INC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for countywide supervisor training in the amount of \$10,103.61. It is the first invoice for the four module training. Includes materials.

***Mr. McKernan recessed the Commissioners’ Meeting at 10:12 p.m.***

5.0 SALARY BOARD Mr. McKernan convened the Salary Board. Krista Rogers, Controller was present.

5.1 APPROVE CHANGES TO TDA AND TOTALS REPORT. A motion by Mrs. Rogers and seconded by Mr. Mirabito and passed (4-0), approved:

Planning & Community Development – Reclassification of GIS/Technician, Pay grades 9/10 to GIS supervisor, Pay grades 10/11.

3.3 ADJOURN SALARY BOARD. Mr. McKernan adjourned the Salary Board.

***Mr. McKernan reconvened the Commissioners' Meeting at 10:14 p.m.***

**6.0 COMMISSIONER COMMENT.** The floor was opened to commissioner comment and none were received:

Mr. McKernan announced STEP, Inc. will be providing Veggie Vouchers for senior citizens. Please see attachment for flyer.

There was discussion regarding the Clear Ballot item to be voted on Thursday, May 30<sup>th</sup>. All counties, Lycoming County included are looking to roll out the new voting machines in this upcoming General election in order to work through any issues prior to the upcoming 2020 Presidential Election. It is not wise to use new equipment and a Presidential election. This primary had a record turnout of 42%. Forrest Lehman did a thorough evaluation of voting machine companies and determined Clear Ballot was the best fit for the Lycoming County voters. The upfront costs were less; some of the maintenance costs are included in the upfront costs and may be eligible for reimbursement by the State, which has not yet been determined. Factors considered were the size of the voting machine, the ability to be placed in private vehicles, ADA compliance, less logistical issues and cost, paper ballots, small discount for paying up front and less legacy costs. Clear Ballot when the total costs were calculated came in lower over ten years than the other companies. If the item is not approved soon, it will be impossible to have the rollout completed before the Presidential election. The item will be voted on at the next public meeting.

Mr. Mussare questioned what votes are actually counted on Election Day?

Mr. Lehman stated that the election results on Election Day are unofficial. In the 7-10 days following the election, the absentee, military and provisional votes are counted. Write ins votes are also tallied and counted.

Forrest Lehman acknowledged the fantastic job the poll workers did with the high voter turnout. Problems were minor and on the most part handled by the precincts.

Mr. Lehman encouraged everyone to please thank the 400 volunteer poll workers for their contributions to an excellent election day with high voter turnout.

Lycoming County is always looking for more poll workers.

Mr. Mirabito stated the Candidates running in all of the races should also be appreciated and acknowledged for their efforts and contributing to the extraordinary turnout. He congratulated them for all of their efforts. It is not easy to run for office.

**7.0 PUBLIC COMMENT.** The floor was opened to public comment and none was received:

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting to be held Thursday, May 30, 2019 at 10:00 a.m. at the Executive Plaza, 330 Pine Street, 1<sup>st</sup> Floor Commissioners' Briefing Room.

**9.0 ADJOURN COMMISSIONERS' MEETING.** The meeting was adjourned at 11:26 a.m.