

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  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

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**Minutes of the Meeting of  
October 3, 2019  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner McKernan - Present  
Commissioner Mussare - Present  
Commissioner Mirabito - Present  
Director of Administration McDermott - Present

Solicitor Smith - Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting 10:06 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare 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 one was received.

Scott Metzger - For over 17 years, I worked domestic violence cases. It is a very serious issue. I would like to thank all the people involved in helping the victims.

**2.0 ACTION ITEMS**

2.1 APPROVE HR ACTIVITY REPORT FOR SEPTEMBER 2019. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

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

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October 3, 2019

- RMS- Support Services – Jarod J.Engel – as full time new position Industrial Maintenance Specialist – pay grade 8 - \$21.132053 per hour effective 10/06/19.
- Pre Release- Bobbi Pfleegor – as a full time replacement Female Resident Supervisor/Cook – pay grade 5 - \$15.22 per hour effective 10/06/19.
- Prison – Caleb Blank – as a full time promotion/replacement Bail Release Officer- pay grade 8 - \$22.25 per hour effective 10/06/19.

2.3 APPROVE CONTRACTS BELOW \$10,000 FOR SEPTEMBER 2019. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.4 APPROVE AMENDMENT TO LEASE ARD (ALTA/ANADARKO), LLC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved for the County Farm Road Reconstruction in the amount of \$311,703.50.

2.5 APPROVE 2019 EMERGENCY MANAGEMENT PERFORMANCE GRANT AGREEMENT. A motion by Mr. Mirabito and seconded by Mr. McKernan and passed (2-1), approved in the amount of \$334,049.90.

2.6 APPROVE MUTUAL TERMINATION OF BENJAMIN FOODS CONTRACT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.7 APPROVE 2019 CDBG PROJECT SELECTION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

**LYCOMING COUNTY**

1. STEP, Inc. Homes in Need	\$ 100,000
2. Muncy Library RAB	\$ 131,491
3. Administration	\$ <u>46,500</u>
TOTAL	\$ 277,991

**JERSEY SHORE BOROUGH**

4. Meadow Alley Reconstruction – Phase II	\$ 77,401
5. Administration	\$ <u>16,500</u>
TOTAL	\$ 93,901

**MONTOURSVILLE BOROUGH**

1. Montoursville Borough Building Entrance RAB	\$ 79,558
2. Administration	\$ <u>16,900</u>
TOTAL	\$ 96,458

**SOUTH WILLIAMSPORT BOROUGH**

1. Spot Slum/Blight Removal	\$ 94,816
2. Administration	\$ <u>19,400</u>
TOTAL	\$ 114,216

**3.0 SALARY BOARD**

**4.0 BOARD of ASSESSMENT REVISION**

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 Judge McCoy was joined by Court Staff, YWCA, Law Enforcement Agencies and others in support of the proclamation of Domestic Violence Awareness Month in Lycoming County.

5.2 Award of Service Awards:

Barry Hutchins	40 Year	DPS	Senior Public Safety GIS
Christie Shimp	30 Year	Sheriffs	Administrative Specialist
Richard Whalen	20 Year	DPS	Telecommunicator
Leslie Kilpatrick	20 Year	IS	System Support Manager
Karey Snook	10 Year	PRC	Female Caseworker

5.3 Request for Qualifications – Lycoming County Levee Relief Well Improvement project.

5.4 LCRMS is requesting bids for Recycling Baler Material & Supplies.

**6.0 COMMISSIONER COMMENT.** Mr. McKernan opened the floor to public comment and the following were recorded

**7.0 PUBLIC COMMENT.** Mr. McKernan opened the floor to public comment and the following were recorded:

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, October 10, 2019.

**9.0 ADJOURN COMMISSIONERS' MEETING.** Mr. McKernan adjourned the Commissioners' Meeting at 11:30 a.m.