

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  
February 14, 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 10:06 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 none were received.

**2.0 ACTION ITEMS**

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

2.2 APPROVE THE FOLLOWING PERSONNEL ACTIONS:

Prison – Joshua Lichter- as a full time replacement Maintenance III- Pay grade 8 - \$19.81/hourly effective 2/25/19. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-1), approved. Mr. Mirabito casting a no vote.

2.2A. APPROVE THE FOLLOWING PERSONNEL ACTIONS:

Prothonotary – Ryan Workman- as full time replacement Clerk III- Pay grade 4 - \$13.95/hourly effective 2/19/19.

Prison – Brittany L. Hardy – as a full time replacement/promotion Bail Release Officer – Pay grade 8 - \$20.78/hourly effective 2/24/19.

Prison- Adam C. Welteroth, Sr. – as full time new position/promotion Bail Release Officer- Pay grade 8 - \$20.23/hourly effective 2/24/19.

Treasure – Penelope J. Cummings- as full time replacement 2<sup>nd</sup> Deputy Treasurer – Pay grade 7 - \$35,289.56 annually effective 2/10/19.

A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0) approved.

2.3 APPROVE PROFESSIONAL SERVICES AGREEMENT WITH KEYSTONE COMMUNICATIONS, LLC. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.4 APPROVE 1<sup>ST</sup> AMENDMENT TO AGREEMENT WITH SELECT SECURITY, INC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved:

2.5 APPROVE RENEWAL PSA WITH JOHN S. O'BRIEN, II MD, JD. A motion by Mr. Mirabito and seconded by Mr. McKernan and passed (3-0), approved for Forensic Psychiatric Evaluation and Testimony for the District Attorney's office.

2.6 APPROVE GRANT AND MONITORING AGREEMENT WITH THE LYCOMING COUNTY FIRE POLICE ASSOCIATION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved in the amount of \$1,500.

2.7 APPROVE FY2019 GRANT AND MONITORING AGREEMENT WITH AMERICAN RESCUE WORKERS A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved in the amount of \$21,000 for a one time request for gap funding for roof.

2.8 APPROVE FY 2019 PURCHASE OF FLAGS FROM FLAGZONE A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved in the amount \$10,764.00 for the Veteran's Affairs Office.

2.9 AWARD PURCHASE AGREEMENTS TO MCCARTHY TIRE SERVICES AND SERVICE TIRE SERVICES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved on an as needed basis; as per bid item pricing for LCRMS.

2.10 APPROVE EQUIPMENT RENTAL AGREEMENT WITH LUNDY CONSTRUCTION COMPANY, INC./SUSQUEHANNA CRANE SERVICE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 Job Well Done Award Court Dog Team

5.2 Update to the annual renewal of the Efinance Software maintenance agreement.

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

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

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, February 19, 2019. The next public meeting will be held on Thursday, February 20, 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 at 10:29 a.m.