

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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WILLIAMSPORT, PA 17701

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**Minutes of the Meeting of  
March 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. The meeting was convened at 10:04 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 THE FOLLOWING PERSONNEL ACTIONS: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Public Defender – Elizabeth McCray- as full time replacement Paralegal- Pay grade 6 - \$16.59 per hour effective 3/25/19.  
Adult Probation- Vicki L. King - as full time reclassification Administrative Case Officer- Pay grade 7 - \$20.31 per hour effective 4/7/19.  
Prison – Tyler P. Amos – as full time replacement Correctional Officer Relief – Pay grade CO1- \$16.01 per hour effective 3/17/19.

2.2 APPROVE AMENDMENT TO 2015 PHARE SUB-RECIPIENT AGREEMENT WITH CITY OF WILLIAMSPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved agreement with City of Williamsport for the Rental Property Rehabilitation Program- Brodart Neighborhood Improvement Program (BNIP), extending the contract to give the City of Williamsport to complete the project.

2.3 APPROVE AWARD OF SALES AGREEMENT TO SCOT SAMPLE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved

**5.0 REPORTS/INFORMATION ITEMS.**

5.1 Lycoming County proclaims Sunshine Week – Your Right to Know for March 10-16, 2019. (Commissioner Mirabito)

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

**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 Tuesday, March 19, 2019 at 10:00 a.m. at the Executive Plaza, 330 Pine Street, 1<sup>st</sup> Floor Commissioners’ Briefing Room. For planning purposes, there will be no meeting March 26<sup>th</sup> and March 28<sup>th</sup>. Commissioners will be in Harrisburg, attending the 2019 Spring CCAP conference.

**9.0 ADJOURN COMMISSIONERS’ MEETING.** The meeting was adjourned at 10:19 a.m.