

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  
June 13, 2019  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner McKernan - Present  
Commissioner Mussare - Present  
Commissioner Mirabito - Absent

Solicitor Wiley - Present

**1.0 OPERATIONS**

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting 10:00 a.m.
- 1.2 Moment of Silence in honor of Montgomery Police Officer and EMT Angel McLaughlin 1973-2019
- 1.3 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.
- 1.4 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 COUNTY'S CONTRIBUTION OF RETIREMENT FUNDS. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved the County's contribution of retirement funds to Kevin Dent's retirement in the amount of \$2,715.53 for his active military duty from 09/06/18 to 06/05/19.

June 13, 2019

- 2.2 APPROVE DEP GRANT AGREEMENT FOR THE EMERGENCY WATERSHED PROTECTION PROGRAM. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved.
- 2.3 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH DENNIS ANDREWS PHD. A motion by Mr. McKernan and seconded by Mr. Mussare and passed (2-0), approved.
- 2.4 2.4 APPROVE PSA WITH SAVIN MAINTENANCE
- 2.4 APPROVE PSA WITH SAVIN MAINTENANCE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.
- 2.5 APPROVE PSA WITH LEXIS NEXIS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.
- 2.6 APPROVE AMENDMENT TO AGREEMENT WITH LYCOMING COUNTY SHERIFF'S OFFICE AND THE LYCOMING COUNTY DOMESTIC RELATIONS SECTION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.
- 2.7 APPROVE CHANGES TO TDA AND TOTALS REPORT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.  
RMS- Create one (1) Temporary Equipment Operating Position at Pay grades 5/6.
- 2.8 APPROVE THE FOLLOWING PERSONNEL ACTIONS: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.  
Pre-Release – Julie Shetler – as a part time replacement Pre-Release Driver – Pay grade 4 - \$12.96 per hour effective 6/17/19 not to exceed 1000 hours annually.  
Treasurer- Morgan E. Heap – as part time replacement Clerk I – Pay grade 2-\$10.94 per hour effective 7/8/19 not to exceed 1000 hours annually.
- 2.9 APPROVE RENEWAL OF THE 2019-2024 NEOPOST/MAIL FINANCE LEASE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.
- 2.10 APPROVE AGREEMENT OF SALE WITH THE RAKESTRAW GRANTOR IRREVOCABLE REALTY TRUST. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.
- 2.11 APPROVE RESOLUTION 2019-08 OPPOSITION TO THE CHANGES BEING MADE TO THE MEDICAL ASSISTANCE TRANSPORTATION

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

2.12 APPROVE RENEWAL OF THE 2019-2024 NEOPOST/MAIL FINANCE LEASE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.12 APPROVE RENEWAL OF THE 2019-2024 NEOPOST/MAIL FINANCE LEASE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.13 APPROVE APPOINTMENTS TO THE LYCOMING COUNTY LIBRARY SYSTEM BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

*Mr. McKernan recessed the Commissioners' Meeting at 10:13 a.m.*

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Salary Board at 11:01 a.m.

3.2 APPROVE CHANGES TO TDA AND TOTALS REPORT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.  
RMS- Create one (1) Temporary Equipment Operating Position at Pay grades 5/6.

3.4 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Salary Board at 11:03 a.m.

### **4.0 BOARD of ASSESSMENT REVISION**

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. McKernan convened the Board of Assessment Revision at 11:01 a.m.

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

4.3 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Board of Assessment Revision at 11:03 a.m.

***Mr. McKernan reconvened the Commissioners' Meeting at 10:13 a.m.***

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 Commissioners – Award Job Well Done Pins- President Trump's Visit.

5.2 Commissioners – Veterans Affairs George Heiges retirement

5.3 Jason Yorks/Dave Bonus – LCRMS Ron Snell Retirement

5.4 Commissioners- Award Service Pins

Conservation District - Mark Davidson 30 years

Sheriff's Dept. - Eric T. Spiegel 10 years

5.5 Mya Toon is requesting bids for Emergency Watershed Protection.

**6.0 COMMISSIONER COMMENT.**

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

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, June 18, 2019.

**9.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Commissioners' Meeting.