

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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**Minutes of the Meeting of
June 6, 2019
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan - Not Present
Commissioner Mussare - Present
Commissioner Mirabito - Present

Assistant Solicitor Wiley - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare convened the Commissioners Meeting 10:03 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Mussare opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

2.1 APPROVE ADJUSTED ACCOUNTS PAYABLE CASH REQUIREMENT REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved through June 12, 2019, for payment on June 5, 2019 in the amount of \$574,324.00 Includes payment for the election workers and the Employees paid Benefits.

2.2 APPROVE BILL OF SALE FOR THE SURPLUS PROPERTY. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

- 2 Victory 4-Door Refrigerators sold for \$101.00 to Christopher Heaton

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- 2 Accu Temp Steam and Hold Ovens sold for \$1,000.00 to Brian Taylor
- HP Designjet z6100 Plotter sold for \$380.00 to David Sauder

2.3 APPROVE CONTRACTS BELOW \$10,000 ACTIVITY REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved seven contracts by Director McDermott.

2.4 APPROVE AMENDMENT NO-1 TO THE 2018 -2022 PSA WITH PROFESSIONAL PETROLEUM SERVICE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved.

2.4 APPROVE HR ACTIVITY REPORT FOR MAY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (2-0), approved.

2.5 APPROVE THE FOLLOWING PERSONNEL ACTIONS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved Pre-Release – Riley M. Thomas – as a full time replacement Resident Supervisor – Pay grade 5 - \$15.22 per hour effective 6/10/19.
DA-NEU – as a full time replacement Assistant County Detective- Pay grade A.D. - \$22.53 per hour effective 6/25/19.

Mr. Mussare recessed the Commissioners' Meeting at 10:08 a.m.

4.0 BOARD of ASSESSMENT REVISION

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. Mussare convened the Board of Assessment Revision at 10:08 a.m.

4.2 APPROVE REAL ESTATE REFUND. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved.

23-337-137-017 – Nicole & Larry Hauck - \$31.04.

4.3 APPROVE TWO BOARD REAPPOINTMENTS TO THE BOARD OF ASSESSMENT APPEALS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), approved.

Robert E. More for the term 1/1/19 to 12/31/2022

Frank V. DeAndrea for the term 1/1/19 to 12/31/2022.

4.3 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (2-0), adjourned the Board of Assessment Revision at 10:11 a.m.

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Mr. Mussare reconvened the Commissioners' Meeting at 10:11 a.m.

5.0 REPORTS / INFORMATION ITEMS.

6.0 COMMISSIONER COMMENT.

7.0 PUBLIC COMMENT.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Mussare announced the next regularly scheduled meeting as a work session on Tuesday, June 11, 2019.

9.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (2-0), adjourned the Commissioners' Meeting at 10:12 a.m.