

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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**Minutes of the Meeting of
September 12, 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 10:04 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 AMENDMENT TO AGREEMENT WITH MURPHY, BUTTERFIELD & HOLLAND, P.C. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved for Zoning Hearing Board Solicitor Services.

2.2 APPROVE CONTRACT WITH NORTHERN MACHINE WORKS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for a two head Stitcher in the amount of \$18,745.00.

2.3 APPROVE LETTER NAMING KELLE ROBINSON EMERGENCY MANAGEMENT COORDINATOR. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved to request Governor Wolf appoint Kelle Robinson as the Emergency Management Coordinator for Lycoming County.

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2.4 APPROVE TDA AND TOTALS REPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

Veteran Affairs – Reclassify one (1) Veterans Affairs Assistant pay grades 6/7 to Assistant Director Veterans Affairs – pay grades 6/7.

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

- DPS-EMA – Kelle B. Robinson – as a promotion/replacement to full time EMA Manager – Pay grade 10 - \$54,914.53 annually effective 9/8/19.
- DPS-Communications – Beth A. Baylor – as a reclassification to Communications Manager – Pay grade 11 - \$69,627.15 annually effective 7/14/19. Retro adjustment due to policy #410.
- Veteran Affairs – Natalie S. Steppe – as a reclassification to Assistant Director of Veteran Affairs – Pay grade 7 - \$20.99 per hour effective 6/2/19. Title change and retro adjustment due to policy #410.
- Veteran Affairs – Lacy Holmes – as a full time replacement Clerk IV – Pay grade 5 - \$15.22 per hour effective 9/16/19.
- Pre-Release – Patrick E. Riedy – as a full time replacement Resident Supervisor – Pay grade 5 - \$15.22 per hour effective 9/15/19.
- Pre-Release – Shelia E. Caldwell – as a part time replacement (Female) Resident Supervisor- Pay grade 5 - \$14.14 per hour effective 9/15/19 limited to 1000 annually.

2.6 APPROVE FIVE YEAR RENEWAL OF STORM WATER PERMIT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the permit that covers the earth moving operation at Timber Run Industrial Park.

2.7 ADOPT RESOLUTION 2019-14. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved appointments of assistant solicitors.

John G. Himes at the rate of \$100 per hour effective August 5, 2019
Christopher H. Kenyon at the rate of \$120 per hour effective January 1, 2019

2.8 APPROVE UPDATE TO LYCOMING COUNTY POLICY AND PROCEDURES. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved the Communication Device Policy 711, revised September 1, 2019.

Mr. McKernan recessed the Commissioners' Meeting at 10:30 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Salary Board at 10:30 a.m.

3.2 APPROVE UPDATE TO SALARY SCHEDULE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Salary Board at 10:34 a.m.

4.0 BOARD of ASSESSMENT REVISION

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. McKernan convened the Board of Assessment Revision at 10:32 a.m.

4.2 APPROVE REAL ESTATE EXEMPTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved. (Please see attached)

4.3 ADJOURN BOARD OF ASSESSMENT REVISION. Mr. McKernan adjourned the Board of Assessment Revision at 10:34 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 10:34 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 AWARD SERVICE PINS.

Daniel Knerr PRC 10 years

John Loiselle – Daniel Knerr began in working for the County in August 2009, promoted to Foreman Supervisor in October, 2014 his construction knowledge and Creativity work is evidenced all around there pre- release center from cabinets to computer desks to garages and much more, all in the efforts to reduce costs to the County. He motivates prerelease inmates and teaches them valuable construction skills.

Mr. McKernan – appreciates all the hard work you do for the County and keeping out costs in line. We hope you have another ten years. Thank you very much.

Mr. Mirabito – Thanked Daniel Knerr for managing the pre-release inmates and noting it is not always easy to keep them motivated and to teach them new skills. He appreciated his efforts and knows he made a difference in many peoples' lives.

Sara Johns APO 10 years.

Chief McCoy recognized Sara Johns for consistently going and beyond in Adult Probation. She is currently working with the U.S Marshals. Her organizational

skills in the department are exceptional, her efforts allowed the State Auditor to take only three hours to complete and audit, that would usually take all day to complete is just one example. Her willingness to complete her Master's in Public Administration is admirable with her work load.

Mr. McKernan expressed his appreciation for Sara Johns and hopes she remains working for the County another 20 years.

Mr. Mirabito congratulated Ms. Johns for the completion of her Master's Degree and acknowledged how important this accomplishment is to her career.

Chief McCoy extended his congratulations to Joe DeFrancesco for his outstanding work at the Prisons and throughout County Government. Outstanding job.

Joe DeFrancesco Prison 20 years

Ryan Barnes – Joe began working for the County in September 1999, and held several positions was promoted to Sergeant in 2010. Joe is a dedicated, valued employee of the prison and is well respected among staff and inmates alike. His calm demeanor allows him to handle stressful situations with assertive confidence. He was assigned as the Training Sergeant in 2011 and continues in that role today. Joe has restructured and expanded the entire prison training program. He is responsible for training all new staff and conducts trainings County wide to include, APO, JPO, RC, MDJ's, Common Pleas Judges and the Sheriff's department. He is also a member of the Prison Hostage negotiating team and the County's Crisis Intervention Team. He is a valuable employee not only to the prison, but the entire County.

Mr. McKernan - I have always looked forward to your morning reports. Twenty years is a long time, we appreciate all of your hard work. It is because of your efforts, that we don't have lots of problems and complaints about the prison. We know it is because the employees are well trained by you and your leadership. Your efforts make the prison run properly.

Mr. Mirabito – It is obvious because of the lack of complaints we receive. We appreciate you training the new folks, you are probably constantly training people, and I know it is a challenge, with the high turnover and officers going to the Federal prisons. We appreciate your efforts.

Mr. Mussare – Whose picture is under Webster's dictionary, You da Man! Thank you for everything you are doing and I know you are saving the tax payers a lot of money.

6.0 COMMISSIONER COMMENT.

Mr. Mirabito - Please see attached statement.

Mr. McKernan and Mr. Mussare – acknowledged Senator Yaw’s work on behalf of the Opioid epidemic and the grassroots of the community to worked together to address the opioid epidemic. It was acknowledged by Mr. Mussare that he noticed in his travels out county is way ahead of other Counties in taking a multi layered approach. He commended our community with their early advocacy – the Lycoming County Task Force, the Bald Eagle project and others like it.

Conversations have been had with GEO regarding hiring a re-entry coordinator. There was discussion about the pros and cons of hiring a coordinator through GEO or the County.

Mr. Mirabito – emphasized that billions of dollars are coming down from the Federal level and we should position the County to receive these funds. The issues are not going away and we need to get the financial help from outside. Hiring an employee may not be on the backs of taxpayers, but funded by some of these initiatives.

The County is in litigation and there was a consensus to contact our solicitor to get an update, due to the fact that there have been some settlements in the news recently.

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

Larry Stout - Update to the 911 ride, it is an amazing event and the level of coordination and cooperation is amazing. It went well even in with the rain, and the thunder and lightning. It was astounding who far people will come to participate in the ride, they come from Ohio, NJ and New York. The other rides are fading, but ours is still highlighted. I spoke to a freshman from Hershey attending Penn College. He arrived early at 10 a.m. He waited all day and went on the ride. I called him later that night afterwards and he was speechless. “I can’t believe what I just experienced. It was exhilarating; at one point I think I started to cry. I had no idea that there were still people in American who still cared about their country like this, because of all of the flags, and all the people standing along the ride”. He said, "He would like live here". We take for granted our patriotism; there is a heart to Lycoming County that is attractive to our community, if we can show it off more. The 911 ride is really special. Thank you.

So many people, stayed out along the ride to cheer on the riders in the rain, thunder and lightning.

Mr. Mussare – I watched a documentary last about 911 and the decisions that took place that day, from the President saying if the commercial airline is coming, shoot it down. “Preparedness and the ability to make the decisions so quickly and pray that they are the right ones”. I see John Yingling over there. I have to tell you that Lycoming County is prepared. There are County exercises on a weekly basis, in collaboration, with all of the Federal,

State and local agencies are nothing, but amazing. When those situations happen, if you are not prepared, if you don't have the right people and if your people are not prepared, not trained, decisions will not be made correctly. Thank you, John.

Larry Stout - I would like to honor the people who serve in the military. One of the two pilots was a lady pilot that was heading over to shoot down the Shanksville plane; they thought it was heading to the White House. They did not have time to load ammunition; they did not have any bombs on their planes. That was a suicide mission; they were instructed to crash their planes into the airliner. They had orders to do so. The plane had already crashed by the time they got there. They never hesitated and they were prepared to give their lives. Takes special breed of people who wear the uniform and put their lives on the line.

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, September 13, 2019.

9.0 ADJOURN COMMISSIONERS' MEETING. Mr. McKernan adjourned the Commissioners' Meeting at 10:59 a.m.