

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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LYCOMING COUNTY BOARD OF COMMISSIONERS
Meeting Minutes for WORK SESSION
TUESDAY, December 10, 2019
10:00 A.M.

Present:

Commissioner McKernan

Commissioner Mussare

Commissioner Mirabito

Solicitor Wiley

10:00 a.m.

1.0 BID OPENING Bids were opened by Heather Lehman

1.1 Planning & Zoning Solicitor Services – Murphy, Butterfield & Holland, PC

1.2 Rebid for Relief Wells – GEO Technology Associates, Inc.

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT REPORT

2.1 *Krista Rogers/Heather Lehman – Approve the following Accounts Payable Cash Requirement Report(s):

2.1.1 Cash Requirement through December 18, 2019, for payment on December 11, 2019, in the amount of \$1,041,602.27. **Mr. Mussare moved to Approve- Mr. Mirabito second the motion. Approved 3-0**

3.0 EMPLOYEE SERVICE AWARDS - NONE

*A recurring agenda item that requires action each Tuesday.

An agenda item that requires action on Tuesday.

4.0 TDA ACTIONS- NONE

5.0 PERSONNEL ACTIONS

5.1 Roxanne Grieco – Approve the following personnel actions:

5.1.1 DPS / EMA – Craig D Konkle – Reclassification – Emergency Management Specialist – Paygrade 9 – Salary of \$51,015.51. Effective 12/15/19

5.1.2 Prison – Tiffany Bartholomew – Full time replacement – Correctional Officer Female Relief M/F – Paygrade COI-\$16.81/hour. Effective 12/16/19

5.1.3 Prison – Devin Bailey – Full time replacement – Correctional Officer Relief – Paygrade CO1 – \$16.81/hour. Effective 12/16/19

6.0 SALARY BOARD ACTIONS

None

7.0 REPORTS/INFORMATION ITEMS

7.1 Thursday, December 12th will be Leadership Lycoming Local & State Government Day. Approximately 28 local Leaders will be in attendance to observe Thursday's public meeting.

8.0 ACTION ITEMS

8.1 Mya Toon – Approve Agreement with Columbia County for Inmate Housing.

8.2 Mya Toon – Approve Retail Advertising Agreement with the Williamsport Sun-Gazette.

8.3 Mya Toon- Approve Contracts Under \$10,000 for the Month of November.

8.4 Michael Hnatin– Approve Addendum to Drop Off Recycling Service Agreement with the Borough of Freeburg.

8.5 Michael Hnatin– Approve Addendum to Drop Off Recycling Service Agreement with the Borough of Milton.

8.6 Michael Hnatin– Approve Addendum to Drop Off Recycling Service Agreement with the Township of Monroe.

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- 8.7 Michael Hnatin– Approve Addendum to Drop Off Recycling Service Agreement with the Borough of Selinsgrove.
- 8.8 Michael Hnatin- Approve Addendum to Drop Off Recycling Service Agreement with Union County.
- 8.9 Michael Hnatin– Approve Purchase of Rain Flap for Field 12 in the amount of \$96,962.00.
- 8.10 Michael Hnatin– Approve Amendment Number One to Agreement with CH Reed.
- 8.11 Michael Hnatin– Agreement with Murrsyville Machinery Company, LLC for preventative and scheduled maintenance, emergency repairs and certified inspection work.
- 8.12 Michael Hnatin– Approve Agreement with DELL Marketing, L.P. to provide ongoing maintenance to Dynamics SL accounting software.
- 8.13 Tom Heap – Software Maintenance Agreement with Harris Local Government.
- 8.14 Forrest Lehman – Approve Amendment to Agreement with Clear Ballot Group, Inc. for the County’s voting system equipment.
- 8.15 Leslie Kilpatrick – Second Amendment to Agreement with Marco Technologies, LLC.
- 8.16 Nancy Ackley – Amendment to Agreement with Mid-Atlantic Youth Services Corp. **Mr. Mussare moved to Approve-Mr. Mirabito second the motion- Approved 3-0.**
- 8.17 Beth Johnston –Fourth Amendment to the Agreement with Citizens & Northern Bank for Primary Deposit Bank Services.
- 8.18 Beth Johnston – Citizens & Northern Bank Wealth Management Fee Agreement for Account Numbers 4820, 4084, 3616.
- 8.19 Beth Johnston – Citizens & Northern Investment Policy Statement (Schedule B) for Account Number 4820.
- 8.20 Beth Johnston – Citizens & Northern Investment Policy Statement (Schedule B) for Account Number 4084.
- 8.21 Beth Johnston – Citizens & Northern Investment Policy Statement (Schedule B) for Account Number 3616.

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9.0 BOARD OF ASSESSMENT REVISIONS

None

10.0 COMMISSIONER COMMENT: Mr. Mussare made comment in regards to the Prison/out of County housing. His wanted to give a snapshot of PRC- 137 beds available and 55 bed are empty. As of today- 38 prisoners are housed. He is concered with over crowding of prison. “ We need to identify whats causing the problem”.

Mr. Mirabito commented that we need to look at Mental health of our inmates. The inmates in the “D” category need removed from the jail.

11.0 PUBLIC COMMENT

Todd Lauer spoke: he asked 4 questions.

1. Is there any news on the MCM upgrade? **Answer: Mr. Mirabito said they are working on getting \$180K refunded to the county.**
2. Has the County received the 20K from the Donor for the Bridge project? **Answer: Commissioners will look into this.**
3. What is the progress on the Golf Course sale? **Answer: May Toon states we are in the Appraisal Phase.**
4. How far is the County on Callenburger Ranch? **Answer: Mr. Mirabito and Mr. Hnatin said we are moving dirt and in discussions. We are following with the plan.**

John Shireman spoke: He commended Mr. McKernan on his service to the County and thanked him for all his hard work. He also thanked the County for the Live Streaming.

Speakers who wish to address the Board of Commissioners will be limited to no more than three (3) minutes on any particular item. The speaker must state his/her name and address for the record. Any deviation from this rule must be approved by the Board Chairman.

12.0 NEXT SCHEDULED MEETING

The next public meeting will be held on Thursday, December 12, 2019, at 10:00 A.M. in the

***A recurring agenda item that requires action each Tuesday.**

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Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

ADJOURN THE COMMISSIONERS' WORK SESSION AT 11:28 A.M.

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