

Commissioners:

SCOTT L. METZGER
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

PUBLIC MEETING

TUESDAY, March 10, 2020

10:00 A.M.

Present:

Scott Metzger

Tony Mussare

Rick Mirabito

Matthew McDermott

Solicitor Smith

1.0 BID OPENING

1.1 None

2.0 ACCOUNTS PAYABLE CASH REQUIREMENT REPORT

2.1 *Krista Rogers/Nicki Gottschall – Approve the following Accounts Payable Cash Requirement Report(s): Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.

2.1.1 Through March 18, 2020, for payment on March 11, 2020 is \$ 293,085.22

3.0 EMPLOYEE SERVICE AWARDS

None

4.0 TDA ACTIONS

None

5.0 PERSONNEL ACTIONS

5.1 Roxanne Grieco – Approve the following personnel actions:

5.1.1 RMS- Brian R Hillis, Fulltime replacement Resource Recovery Truck Driver, Paygrade 6, \$ 17.007239 per hour. Effective: 3/22/20.

5.1.2 Maintenance-Paul O Turner, Fulltime replacement Custodial Worker, Paygrade 2, \$11.79 per hour. Effective: 3/23/20.

5.1.3 Adult Probation-Katie L Pratt, Fulltime replacement Adult Probation Officer, Paygrade APO \$21.95 per hour. Effective: 3/16/20.

5.1.4 Conservation District-Nell V Barbour, Part-time West Nile Virus Technician, Paygrade 7, \$16.83 per hour. Not to exceed 1000 hours annually. Effective: 4/6/20.

6.0 SALARY BOARD ACTIONS

None

7.0 REPORTS/INFORMATION ITEMS

7.1 Mya Toon- RFP for Re-Entry Program Coordinator.

7.2 MS Awareness week Proclamation is being presented Thursday.

7.3 Proclamation to proclaim the month of March as Procurement Month.

8.0 ACTION ITEMS

8.1 Mya Toon- Rental Agreement with Golf Cart Services, Inc. for the lease of (24) golf carts in the amount of \$17,265.00.

8.2 Mya Toon- Agreement with CDI BTM to replace the Adult Probation Records Management System with BTM Software Solutions in the amount of \$9,350.00.

8.3 Mya Toon- 3-Year License Agreement with Environmental Systems Research Institute, Inc. for GIS Software. In the amount of \$185,000.00.

- 8.4 Mya Toon- Annual Maintenance Agreement with KeyMark IMR, Inc. for the Prothonotary's Office in the amount of \$11,240.09. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.5 Mya Toon- Subrecipieint Agreement with West Branch Drug & Alcohol Abuse Commission for Act 152 and Behavioral Health Services Initiative (BHSI) grant funds. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.6 Mya Toon- Purchase of flags for Veteran's Affairs from Flag Zone, in the amount of \$11,592.00. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.7 Mya Toon- Award grant application from the Department of Commerce's Economic Development Administration (EDA) for assistance with the Greater Williamsport Levee Rehabilitation project. Amount of \$5,600,000. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.8 Mya Toon- Agreement with Geisinger Clinic for expert consultation for the District Attorney's Office. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.9 Mya Toon- Auction and disposal of a 2002 Ford Explorer with Enterprise Fleet Management. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.10 Mya Toon- List of approved contracts below \$10,000 for the month of February. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**
- 8.11 Dave Bonus/ Michael Hnatin- Award Bid for Rental Equipment for RMS to the following: Allison Crane & Rigging, Inc.; Best Line Equipment; Cleveland Brothers Equipment Company, Inc.; Commonwealth Equipment Corporation; Five Star Equipment, Inc.; Groff Tractor; Lundy Construction Company, Inc./DBA Susquehanna Crane Service; and United Rentals North America, Inc. As needed basis. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.12 Dave Bonus/ Michael Hnatin - Award Bid for Equipment Tires & Tire Repair for RMS to the following: McCarthy Tire and Service Tire Truck Centers. As needed basis. **Mr. Mussare moved to approve. Mr. Mirabito 2nd the motion. Approved 3-0.**

- 8.13** Dave Bonus/Michael Hnatin- Purchase request for (1) new waste compactor and its accessories from Sebright Products. Amount of \$155,684.00. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.14** Dave Bonus/Michael Hnatin- Purchase request of a new fuel island safety-loading platform from Benco Products, Inc. Amount of \$15, 775.00. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**
- 8.15** Ken George- Agreement with Hunter & Lomison, Inc. for the purchase and installation of generator for the Lycoming County Courthouse. Amount of \$58,111. **Mr. Mirabito moved to approve. Mr. Mussare 2nd the motion. Approved 3-0.**

9.0 BOARD OF ASSESSMENT REVISIONS

None

- 9.0** **COMMISSIONER COMMENT Mr. Metzger commented on Elm Park and plan to donate from ACT 13 funds towards the revitalization of the park. Mr. Mussare commented about Sun-Gazette article and explained why we should not vote early. Mr. Mirabito commented about the recent NACo Conference and expressed a topic of interest to him was Early Childhood. And the importance of education early with reading and even before birth, by education to the parents about reading and nutrition.**
- 11.0** **PUBLIC COMMENT Mr. Lauer commented that he agrees with the revitalization project of Elm Park. He offered to volunteer his time to working for Elm park and gave them his contact information..**

12.0 NEXT SCHEDULED MEETING

The next public meeting will be held on Thursday, March 12, at 10:00 A.M. in the Commissioner's Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.