

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
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

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**Minutes of the Meeting of
April 4, 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 10:05 a.m.

1.2 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.

1.3 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 GRANT AND MONITORING AGREEMENT WITH WILLIAMSPORT REGIONAL AIRPORT. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved in the amount of \$85,000.

2.2 APPROVE CONTRACTS BELOW \$10K ACTIVITY REPORT FOR MARCH 2019. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.3 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH THE SHERIFF. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approve.

2.4 APPROVE HUMAN RESOURCES ACTIVITY REPORT FOR MARCH 2019. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approve

2.5 APPROVE THE FOLLOWING PERSONNEL ACTIONS: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approve
Public Defender – Dolores Bojazi – as full time replacement Assistant Public Defender – Pay grade APD - \$53,022.72 annually effective 5/6/2019.
Conservation District – Tim Tyson – as part time replacement West Nile Virus Technician – Pay grade 7 - \$16.83 per hour effective 4/8/19 not to exceed 1000 hours annually.
Conservation District – Nell V. Barbour – as a new part time position West Nile Virus Technician – Pay grade 7 - \$16.83 per hour effective 4/8/19 not to exceed 1000 hours annually.
Coroner – Jaime L. Blackson – as part time replacement Deputy Coroner/On-Call- Pay grade 7 -\$16.83 per hour effective 4/8/19 not to exceed 1000 hours annually.
Treasurer- Carrie L. Stine – as full time replacement Clerk III-Pay grade 4 - \$15.17 per hour effective 4/7/19.

2.6 APPROVE PURCHASE AGREEMENT TO MCCARTHY TIRE AND AUTO CENTERS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for 4-new Maxam MS708 Solid Tractor Loader tires and installation in the amount of \$16,861.16.

2.7 AWARD PURCHASE AGREEMENT TO ECHO FLOORING GALLERY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for new carpet in the amount of \$12,370.00.

2.8 AWARD PURCHASE AGREEMENT TO BEST LINE EQUIPMENT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for the purchase of 1-New 2019 Polaris Ranger 1000 North Star Utility Vehicle UTV-05 with accessories in the amount of \$21,749.75.

2.9 AWARD PURCHASE AGREEMENT TO BEST LINE EQUIPMENT A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for the purchase of 1-New 2019 Eager Beaver 60-Ton Lowboy Trailer, LOWBOY-03 with accessories in the amount of \$51,187.38.

2.10 AWARD PURCHASE AGREEMENT TO YARD TRUCK SPECIALISTS, INC., A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for the purchase of 1-New 2019 Ottawa T2 4X2 Yard Dog Truck Tractor, R-39 with Accessories in the amount of \$165,900.00.

2.11 APPROVE AMENDMENT TO NO. 1- AGREEMENT NO-1 TO RBMS PA W-REC. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0),

approved

2.12 APPROVE AMENDMENT TO 2018 - 2019 ACCENT WIRE TIE - RECYCLING BALER MATERIALS & SUPPLIES CONTRACT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.13 AWARD A PURCHASE AGREEMENT TO HIGHWAY EQUIPMENT SUPPLY COMPANY (HESO). A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved in the amount of \$10,444.34. Estimated cost for the rebuild of the Engine Injectors and related components within a 2006 Volvo A40D Articulating Haul Truck, TRK-14.

2.14 AWARD A PURCHASE AGREEMENT TO HIGHWAY EQUIPMENT SUPPLY COMPANY (HESO). A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved in the amount of \$12,205.67. Estimated cost for the rebuild of the Brake Accumulators and related components within a 2008 Volvo A40EFS Articulating Haul Truck, TRK-15.

2.15 APPROVE HUMAN RESOURCES ACTIVITY REPORT FOR MARCH 2019: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved. (See Attached)

2.16 APPROVE THE FOLLOWING PERSONNEL ACTIONS: A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.
Public Defender – Dolores Bojazi – as full time replacement Assistant Public Defender – Pay grade APD - \$53,022.72 annually effective 5/6/2019.
Conservation District – Tim Tyson – as part time replacement West Nile Virus Technician – Pay grade 7 - \$16.83 per hour effective 4/8/19 not to exceed 1000 hours annually.
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Treasurer- Carrie L. Stine – as full time replacement Clerk III-Pay grade 4 - \$15.17 per hour effective 4/7/19.

2.17 AWARD PURCHASE AGREEMENT TO MCCARTHY TIRE AND AUTO CENTERS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for 4-new Maxam MS708 Solid Tractor Loader tires and installation in the amount of \$16,861.16.

2.18 AWARD PURCHASE AGREEMENT TO ECHO FLOORING GALLERY. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved for new carpet in the amount of \$12,370.00.

Amended Minutes 8/28/19 TRA

2.19 AWARD A PURCHASE AGREEMENT TO CLEVELAND BROTHERS EQUIPMENT CO., INC., Commissioners approved the purchase agreement in the amount of \$499,587.00 for the purchase of 1- New 2019 Caterpillar D8T WM Track Type Tractor, with its accessories, (DOZ-25) with the trade-in of a 2009 Caterpillar D8T TTT (DOZ-21).

Mr. McKernan recessed the Commissioners' Meeting

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Board of Assessment Revision. Nicki Brelsford Deputy Controller was present.

3.2 APPOINT AS SPECIAL COUNTY DETECTIVES FOR THE ROVING DUI PATROLS. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (4-0), approved for the 12 month period January 1, 2019 – December 31, 2019.

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

Mr. McKernan reconvened Commissioners' Meeting.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Beth Johnston and Jerry Kennedy – JWD/TOA for installation of the new EFinance Software. Lori Weston
Chris Dalla- Piazza
Howard Persun

This team did an excellent job of installing the new EFinance software, under difficult circumstances of transitioning companies and lost company knowledge, the gaps could have easily prevented employees and vendors from being paid on time. Behind the scenes, this team went above and beyond keeping the County in great working order. Commissioners expressed their appreciation.

Commissioners proclaimed April 7th – 13th, 2019 as Library Week and commended the Library System for all of their great works.

Commissioners recognized the National Week of the Young Child April 7th – 13th in Lycoming County.

6.0 COMMISSIONER COMMENT. Mr. McKernan opened the floor to commissioner comment and none were received:

7.0 PUBLIC COMMENT. Mr. McKernan opened the floor to public comment and the following were none received:

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, April 16, 2019. The next public meeting will be held on Thursday, April 18, 2019. Both meetings begin at 10:00 a.m. Commissioner's Briefing Room. 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

9.0 ADJOURN COMMISSIONERS' MEETING. Mr. McKernan adjourned the Commissioners' Meeting.