

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

LYCOMING COUNTY BOARD OF COMMISSIONERS
Meeting Minutes
PUBLIC MEETING
THURSDAY, December 12, 2019
10:00 A.M.

Present:

Commissioner McKernan
Commissioner Mussare
Commissioner Mirabito
Solicitor Smith

1.0 OPERATIONS

1.1 Opening Prayer

1.2 Pledge of Allegiance

1.3 Convene Commissioners' Meeting **10:03 A.M.**

1.4 Approve the Minutes of the Previous Meeting **Mr. Mirabito moved to approve Mr. Mussare 2nd the motion. Approved 3-0**

1.5 Public Comment (Agenda Items Only) **None**

2.0 EMPLOYEE SERVICE AWARDS

NONE

3.0 TDA ACTIONS

3.1 Roxanne Grieco – Approve update to the TDA Report

NONE

4.0 PERSONNEL ACTIONS

4.1 Roxanne Grieco – Approve Personnel Action Report

4.1.1 DPS / EMA – Craig D Konkle – Reclassification – Emergency Management Specialist – Paygrade 9 – Salary of \$51,015.51. Effective 12/15/19. **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**

4.1.2 Prison – Tiffany Bartholomew – Full time replacement – Correctional Officer Female Relief M/F – Paygrade COI-\$16.81/hour. Effective 12/16/19 **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**

4.1.3 Prison – Devin Bailey – Full time replacement – Correctional Officer Relief – Paygrade CO1 – \$16.81/hour. Effective 12/16/19 **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**

5.0 SALARY BOARD ACTIONS

NONE

6.0 REPORTS/INFORMATION ITEMS

- 6.1 Leadership Lycoming Local & State Government Day
- 6.2 MDJ Solomon building- \$10,000.00 deposit

7.0 ACTION ITEMS

- 7.1 Mya Toon – Approve Agreement with Columbia County for Inmate Housing. .
Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0
- 7.2 Mya Toon – Approve Retail Advertising Agreement with the Williamsport Sun-Gazette. **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.3 Mya Toon- Approve Contracts Under \$10,000 for the Month of November. **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.4 Beth Johnston –Fourth Amendment to the Agreement with Citizens & Northern Bank for Primary Deposit Bank Services. **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.5 Beth Johnston – Citizens & Northern Bank Wealth Management Fee Agreement for Account Numbers 4820, 4084, 3616. **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**
- 7.6 Beth Johnston – Citizens & Northern Investment Policy Statement (Schedule B) for Account Number 4820. . **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**
- 7.7 Beth Johnston – Citizens & Northern Investment Policy Statement (Schedule B) for Account Number 4084. . **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**

- 7.8 Beth Johnston – Citizens & Northern Investment Policy Statement (Schedule B) for Account Number 3616. . **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**
- 7.9 Michael Hnatin – Approve Addendum to Drop Off Recycling Service Agreement with the Borough of Freeburg. . **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.10 Michael Hnatin – Approve Addendum to Drop Off Recycling Service Agreement with the Borough of Milton. . **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.11 Michael Hnatin – Approve Addendum to Drop Off Recycling Service Agreement with the Township of Monroe. . **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.12 Michael Hnatin – Approve Addendum to Drop Off Recycling Service Agreement with the Borough of Selinsgrove. . **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.13 Michael Hnatin - Approve Addendum to Drop Off Recycling Service Agreement with Union County. . **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.14 Michael Hnatin – Approve Purchase of Rain Flap for Field 12 in the amount of \$96,962.00. . **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.15 Michael Hnatin – Approve Amendment Number One to Agreement with CH Reed. **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**
- 7.16 Michael Hnatin – Agreement with Murrysville Machinery Company, LLC for preventative and scheduled maintenance, emergency repairs and certified inspection work. **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**
- 7.17 Michael Hnatin – Approve Agreement with DELL Marketing, L.P. to provide ongoing maintenance to Dynamics SL accounting software. **Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0**

7.18 Tom Heap – Software Maintenance Agreement with Harris Local Government.
Mr. Mirabito moved to approve- Mr. Mussare 2nd the motion. Approved 3-0

7.19 Leslie Kilpatrick – Approve Amendment to Agreement with Clear Ballot Group, Inc. for the County voting system equipment. **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**

7.20 Leslie Kilpatrick – Second Amendment to Agreement with Marco Technologies, LLC. **Mr. Mussare moved to approve- Mr. Mirabito 2nd the motion. Approved 3-0**

8.0 **BOARD OF ASSESSMENT REVISIONS**
NONE

9.0 **COMMISSIONER COMMENT : NONE**

10.0 **PUBLIC COMMENT**

**Beth Johnston- Open the floor for Public comments on the public display budget.
No comments were made.**

11.0 **NEXT SCHEDULED MEETING**

The next scheduled work session is on Tuesday, December 17, 2019. The next public meeting will be held on Thursday, December 19, 2019. Both meetings begin at 10:00 A.M. in the Commissioner’s Briefing Room, 1st Floor, Executive Plaza, 330 Pine Street, Williamsport, PA 17701.

12.0 **ADJOURN THE COMMISSIONERS’ PUBLIC MEETING 11:07 A.M.**

****Please refer to video recording of meeting for more detailed information.**