

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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WILLIAMSPORT, PA 17701

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**Minutes of the Meeting of  
August 23, 2018  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner McKernan - Present  
Commissioner Mussare - Present  
Commissioner Mirabito - Absent  
Solicitor Kenyon- Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting 10:02 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), 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 ADOPT RESOLUTION NO. 2018-22. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved to declare property, having an estimated value in excess of \$1,000 as surplus.

2.2 APPOINT WILLIAM HENRY TO LCWSA BOARD. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved appoint William Henry to Lycoming County Authority Board to finish term through 12/2019, vacated by Mike Miller's resignation due to his new position. Mr. McKernan acknowledged Mr. Henry was highly recommended and his qualifications for the board respected. His application is on file.

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June 1, 2018

2.3 REAPPOINT ROBERT MOORE TO LCBA. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved to reappoint Robert Moore to a 4 year term on the Lycoming County Board of Assessment Appeals. Term will expire December 31, 2021.

2.4 APPROVE CITIZENS & NORTHERN BANK ZERO BALANCE ACCOUNT AGREEMENT. A motion by Mr. McKernan and seconded by Mr. Mussare and passed (2-0), approved to have this agreement in place as an investment strategy for the County of Lycoming.

2.5 APPROVE PROFESSIONAL SERVICE AGREEMENTS WITH JUVENILE PROBATION DEPARTMENT. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved the following:

- Juvenile Probation Services Grant Agreement fiscal year 2018-2019 for the development and improvement of probation services for juveniles in the amount of \$242,417.00.
- 2018-2019 professional service agreement with VisionQuest National, Ltd.
- 2018-2019 contract with Justice Works
- 2018-2019 professional service agreement with Christopher Moser
- 2018-2019 contract with Cornell Abraxas 2018- 2019 contract
- 2018-2019 contract with Diakon/SPIN
- 2018-2019 contract with Community Solutions
- 2018-2021 contract with Sentinel Offender Services
- 2018-2019 contract with Mid- Atlantic Youth Services, Corp.
- 2018-2019 contract with White Deer Run, LLC dba Cove Prep
- 2018-2019 contract with Outside In

2.6 APPROVE PERSONNEL ACTIONS:

- Public Safety-Communications - Scott W. Konkle – reclassification to fully qualified full time Communications Specialist/Project Manager – Pay grade 10 - \$33.90 /hour effective 8/26/18.
- Public Safety-Communications – Danielle Rohler – full time replacement - Addressing Coordinator/GIS Specialist – Pay grade 7– \$37, 642.19 annually effective 8/30/18.
- Courts- MDJ Frey – Erika N. Young – full time replacement as Clerk III – Pay grade 4 - \$13.95/hour effective 8/26/18.
- Domestic Relations – Ashley J. Thurston – reclassification fully qualified status Domestic Relations Officer- Union- \$42, 836.33 annually effective 10/21/18/.
- Domestic Relations – Cody L. Lepley – as full time replacement Domestic Relations Investigator – Pay grade Det. Union \$21.98/hour effective 9/10/18.
- Sheriff – Benjamin H. Laurenson – as part time replacement Deputy Sheriff - \$18.34 hour/effective 9/4/18 not to exceed 1000 hours annually.

***Mr. McKernan recessed the Commissioners' Meeting at 10:26 a.m.***

**4.0 BOARD OF ASSESSMENT:**

3.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. McKernan convened the Board of Assessment Revision at 10:26 a.m.

3.2 APPROVE REAL ESTATE EXONERATIONS. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved as listed in attachment A.

3.3 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Mussare and seconded by Mr. McKernan and passed (2-0), approved to refund:

26-018-206 – Jay McCormick - \$360.56  
47-145-143 – Alvin Kacin - \$128.36  
49-406-101.W – Elmer & Dorothy Pool - \$3,792.06

3.4 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Board of Assessment Revision at 11:03 a.m.

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

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 Job Well Done Awards for Director of Public Safety John Yingling, Maintenance Director Ken George and Director of Information Services Karl Demi for their efforts during the UPS Outage.

**6.0 COMMISSIONER COMMENT.** Mr. McKernan opened the floor to commissioner comment and no comments were made.

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

Todd Lauer: Inquired when the meeting minutes will be uploaded to the Lycoming County website. Commissioners McKernan and Mussare acknowledged his concerns. Past minutes and agendas are expected to be uploaded by September 4, 2019. Mr. Lauer put in a second request to receive the DUI roving patrol reports from Sheriff Lusk.

**8.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, August 28, 2018.

**9.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Mussare and seconded by Mr. McKernan passed (2-0), adjourned the Commissioners' Meeting at 10:39 a.m.