

Commissioners:

TONY R. MUSSARE  
*Chairman*

ERNEST P. LARSON  
*Vice Chairman*

JEFF W. RAUFF  
*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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**Minutes of the Meeting of  
August 13, 2015  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner Mussare - Present  
Commissioner Larson - Present  
Commissioner Rauff - Present

Solicitor Smith - Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare convened the Commissioners Meeting 10:01 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Mussare opened the floor to public comment on agenda items only, and none were received.

**2.0 ACTION ITEMS**

2.1 PROCLAIM CHILD SUPPORT ENFORCEMENT AWARENESS MONTH. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), proclaimed August as Child Support Enforcement Awareness Month in Lycoming County.

2.2 APPROVE AGREEMENT WITH JIM CASALE. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved agreement with Jim Casale to serve as Title IV-D legal services attorney for the Domestic Relations Office.

2.3 APPROVE SHERIFF'S AGREEMENT. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved Sheriff's agreement for the Domestic Relations Office.

- 2.4 APPROVE 2012 CDBG EXTENSION REQUEST. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved 2012 CDBG extension request to DCED.
- 2.5 APPROVE PSA WITH SEDA COG. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with SEDA COG for FFY 2014 CDBG administration in the amount of \$53,400 off of costars contract.
- 2.6 APPROVE PSA WITH ROBERT CRONIN. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved the professional service agreement with Robert Cronin for conflict attorney services in the amount of \$35,000 annually.
- 2.7 APPROVE PSA WITH NORTHPOINTE. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Northpointe, Inc. in the amount of \$24,950.
- 2.8 APPROVE AMENDMENT TO AGREEMENT WITH TIOGA COUNTY. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved amendment to agreement with Tioga County for inmate housing on an as needed basis.
- 2.9 APPROVE SUBRECIPIENT AGREEMENT WITH WEST BRANCH D&A. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved subrecipient agreement with West Branch Drug & Alcohol for Intermediate Punishment Program.
- 2.10 APPROVE AGREEMENT WITH COMCAST. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved agreement with Comcast for pre-release center for cable services.
- 2.11 APPROVE PSA WITH SENTINEL OFFENDERS SERVICE. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Sentinel Offenders Service for a period of three years for electronic monitoring.
- 2.12 APPROVE PURCHASE FROM SCHAEGLER YESCO. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved purchase from Schaedler Yesco off of state contract for an un-interruptible Power Supply in the amount of \$13,393.
- 2.13 APPROVE SUBMISSION OF ANNUAL CERTIFICATION. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved submission of annual certification form to DEP.

2.14 APPROVE SUBMISSION OF ANNUAL EMISSIONS FORM. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved submission of annual emissions form for Air Quality permit to DEP.

2.15 APPROVE PURCHASE FROM YARD TRUCK SPECIALISTS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved purchase of cab and deck from Yard Truck Specialists, Inc. in the amount of \$19,295.

2.16 APPROVE PURCHASE FROM EAGLE EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved purchase of recycling containers from Eagle Equipment Corporation off of PA COSTARS Purchase Program Contract in the amount of \$22,443.75.

2.17 APPROVE AGREEMENT WITH HARTMAN AGENCY. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), removed the item from being tabled and approved agreement with Hartman employee benefits not to exceed \$15,000.

***Mr. Mussare recessed the Commissioners' Meeting at 10:33 a.m.***

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Deputy Controller Collins was present.

3.2 REGISTER & RECORDER - A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), approved Leslie Ann Carnevale as full time replacement Clerk I - Pay grade 2 - \$11.44/hour effective 8/17/15.

3.3 PRISON - A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), approved Gino V. Caschera as full time replacement Correctional Officer Relief - COI - \$15.08/hour effective 8/17/15.

3.4 DISTRICT ATTORNEY - A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), approved the promotion Holly L. Thomas as full time replacement Administrative Specialist - Pay grade 6 - \$20.42/hour effective 8/16/15.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:35 a.m.

***Mr. Mussare reconvened the Commissioners' Meeting at 10:35 a.m.***

## **5.0 REPORTS / INFORMATION ITEMS.**

- 5.1 The Commissioners presented a job well done award to Mark Murawski for his hard work involving the Marsh Hill Bridge repair project. Kurt Hausammann gave details regarding the project and Mark's involvement.
- 5.2 The Commissioners presented job well done award to Carla Bergren for her tenacious work in finding people who need to pay support. Pristeen Zimmerman and Paulette Clementoni detailed Carla's dedication and perseverance.
- 5.3 Dan Dorman announced that LCRMS is requesting bids for 1-new 2015 HD AWD slope mower.
- 5.4 Dan Dorman announced that LCRMS is requesting bids for 1-New 2015 75-CY transfer trailer.
- 5.5 Kristen McLaughlin of SEDA COG presented the 2015 CDBG project review to the Commissioners with applicants and details of the proposed projects.
- Diane Glenright of the YWCA commented on the request for funds for renovations for the Liberty House. She thanked Kristen and the County for all the help.
- Victoria Stryker from the SPCA commented on the request for funds related to animal hoarding.
- Bonnie Taylor from Washington Township detailed the request for funds regarding to raising Hill Road.

## **6.0 PUBLIC COMMENT.** Mr. Mussare opened the floor to public comment and the following were received:

Jack McKernan of Williamsport asked a question on the salary board items relating to intern moves or new employees.

## **7.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. Mussare announced the next regularly scheduled meeting as a work session on Tuesday, August 18, 2015.

## **8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adjourned the Commissioners' Meeting at 11:01 a.m.