

Commissioners:
REBECCA A. BURKE
Chairperson
ERNEST P. LARSON
Vice-Chairman
JEFF C. WHEELAND
Secretary



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WILLIAMSPORT PA 17701

FRED F. MARTY
Chief Clerk
Director of Administration

THOMAS C. MARSHALL
Solicitor

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Minutes of the Meeting of January 22, 2009

Commissioner Burke - Present
Commissioner Larson - Present
Commissioner Wheeland - Present

Solicitor Marshall - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:06 a.m.

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

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

2.0 ACTION ITEMS

2.1 APPROVE AGREEMENT WITH KEYSTONE COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved service agreement with Keystone Communications in the amount of \$1,560/annually.

2.2 APPROVE AGREEMENT WITH COMSTOR. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved one-year maintenance agreement with Comstor in the amount of \$2,004.98 for GeoCluster.

2.3 APPROVE AGREEMENT WITH EPLUS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved one-year maintenance agreement with ePlus in the amount of \$5,454.07 for UPS.

2.4 APPROVE CONTRACT WITH HOLIDAY INN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract with Holiday Inn for EMS Regional Council Meetings.

- 2.5 APPROVE PSA WITH MICHAEL MAGYER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Michael Magyer and Randy Smith for three training programs in the amount of \$2,925.
- 2.6 APPROVE PSA WITH SMITH RADIO LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Smith Radio LLC in the amount of \$5,817.
- 2.7 APPROVE PSA WITH TOM SWIGART. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Tom Swigart.
- 2.8 APPROVE CONTRACT WITH HOLIDAY INN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract with Holiday Inn for EMA Volunteer Luncheon.
- 2.9 APPROVE PSA WITH LAUREL YOUTH SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Laurel Youth Services.
- 2.10 APPROVE PURCHASE FROM GROFF TRACTOR & EQUIPMENT, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of skid steer with accessories from Groff Tractor & Equipment, Inc. in the amount of \$49,500.
- 2.11 APPROVE USE OF VENDORS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved use of the following vendors:
1. Bill's Electronics for portable radio service and repair.
 2. Keystone Communication for portable radio service and repair.
 3. Reighards, Inc. for notary work.
- 2.12 APPROVE SUBMISSION TO DEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved submission of water quality permit to DEP.
- 2.13 APPROVE PSA WITH ALLIN CONSULTING, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Allin Consulting, Inc.
- 2.14 APPROVE PSA WITH MULCARE PIPELINE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Mulcare Pipeline not to exceed \$5,000.
- 2.15 APPROVE CONTRACT WITH CITY OF WILLIAMSPORT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract with the City of Williamsport for Elm Park Cooperative Agreement.

- 2.16 APPROVE PORTER TOWNSHIP CANAL PROJECT CHANGE ORDER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved change order for the Porter Township Canal Project in the amount of \$2,950.
- 2.17 APPROVE PSA WITH TRACI LOWE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Traci Lowe not to exceed \$5,000.
- 2.18 APPROVE AMENDMENT TO PSA WITH GANNETT FLEMMING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to professional service agreement with Gannett Flemming.
- 2.19 APPROVE AGREEMENT WITH DISTRICT ATTORNEY INSTITUTE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with District Attorney Institute to implement Statewide Automated Victim Information and Notification (SAVIN) subject to signed acceptable agreement from PDAI.
- 2.20 APPROVE PSA WITH PETER BURCHANWOSKI, ESQ. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Peter Burchanowski, Esq. to serve as special counsel.

Mrs. Burke recessed the Commissioners' Meeting at 10:16 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of Lacey Pietropalo as full time Resident Supervisor - Pay grade 6 - \$14.56/hour effective 2/8/09.
- 3.3 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:17 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:17 a.m.

