

**Minutes of the Meeting of  
January 24, 2008**

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

Solicitor Yaw - Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:02 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Wheeland and seconded by Mr. Larson 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 PSA WITH LARSON DESIGN GROUP. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved professional services agreement amendment with Larson Design Group in the amount of \$2,180.

2.2 APPROVE CONTRACT WITH GROUP 4 SECURICOR. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved contract with Group 4 Securicor for 15-day free trial of new equipment/technology.

2.3 APPROVE DIGITAL SOLUTION INC. INVOICE. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved Digital Solution Incorporated invoice in the amount of \$5,195 for APO Software 2008 maintenance agreement.

2.4 APPROVE TEEM CONTRACT EXTENSION. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved extension of HAZMAT Contract with TEEM Environmental.

2.5 APPROVE LEASE WITH WPGM RADIO & MONTROSE BROADCASTING CORP. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved lease agreement with WPGM Radio & Montrose Broadcasting Corp.

- 2.6 APPROVE PSA WITH NICOLE MIELE. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved the professional services agreement with Nicole Miele.
- 2.7 APPROVE GRANT AGREEMENT WITH DEP. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved Municipal Recycling Program Grant agreement with DEP.
- 2.8 APPROVE LEE SUPPLY COMPANY QUOTE. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved quote from Lee Supply Company in the amount of \$3,057.50 for parts and service and shipping for rebuild of one leachate pump.
- 2.9 APPROVE PSA WITH STECKBECK ENGINEERING & SURVEYING INC. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved professional services agreement with Steckbeck Engineering & Surveying, Inc.
- 2.10 APPROVE PSA WITH JOSEPH MUSTO. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved PSA with Joseph Musto to serve as solicitor to the Board of Elections.
- 2.11 APPROVE HAVA GRANT QUARTERLY REPORT. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved HAVA Grant Title II Quarterly Report.
- 2.12 APPROVE PSA WITH MXLOGIC. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved professional service agreement with MxLogic in the amount of \$5,952.
- 2.13 APPROVE AGREEMENT WITH COMSTOR. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved one-year maintenance agreement with Comstor in the amount of \$1,563.92.
- 2.14 APPROVE AGREEMENT WITH EPLUS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved one-year maintenance agreement with ePlus in the amount of \$3,017.73.
- 2.15 APPROVE INVOICE FOR PCORP. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved PCORP invoice in the amount of \$19,507.
- 2.16 APPROVE DEP COLLATERAL BOND. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved DEP Collateral Bond in the amount of \$9,402,621.

*Mrs. Burke recessed the Commissioners' Meeting 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.
- 4.2 APPROVE REAL ESTATE EXEMPTION. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved the Real Estate Exemption for Nippenose Township parcel 42-386-107.
- 4.3 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved the following Real Estate Refunds:
- |              |                |           |
|--------------|----------------|-----------|
| 60-367-118.B | Lewis Liberti  | \$203.47. |
| 31-346-145   | John Greenaway | \$1.46.   |
- 4.4 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0) adjourned the Board of Assessment Appeals at 10:18 a.m.

*Mrs. Burke reconvened the Commissioners' Meeting at 10:18 a.m.*

**5.0 REPORTS / INFORMATION ITEMS.**

- 5.1 The Commissioners presented the following service pins:
- |              |          |                     |
|--------------|----------|---------------------|
| Joan Deeghan | 20 years | Domestic Relations. |
| Becky Steppe | 10 years | Voter Services.     |
- 5.2 LCRMS will be requesting bids for aggregate products.
- 5.3 LCRMS will be requesting bids for concrete product.
- 5.4 There is a Board of Elections Meeting scheduled for 10:30 a.m.

**6.0 PUBLIC COMMENT.** Mrs. Burke opened the floor to public comment and none were received.

**7.0 NEXT REGULARLY SCHEDULED MEETING.** Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, January 29, 2008.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 10:18 a.m.