

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
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Minutes of the Meeting of January 28, 2010

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 10:04 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 USE OF REIGHARDS, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved use of Reighards, Inc. for PA registration, title and notary service work on an as-needed basis not to exceed \$3,999.

2.2 APPROVE HMPG. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Hazardous Materials Planning Grant from PEMA in the amount of \$5,910.

2.3 APPROVE MOU WITH SOUTH WILLIAMSPORT BOROUGH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Memorandum of Understanding with South Williamsport Borough for zoning services.

2.4 APPROVE RENEWAL CONTRACT WITH CENTRE COUNTY YOUTH SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract renewal with Centre County Youth Services Bureau for JPO.

- 2.5 APPROVE RENEWAL CONTRACT WITH TIOGA COUNTY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract renewal with Tioga County for JPO.
- 2.6 APPROVE AGREEMENT WITH RECREATION AUTHORITY AND C&N BANK. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the agreement with Recreation Authority and Citizens & Northern Bank to guarantee \$250,000 line of credit.
- 2.7 APPROVE RENEWAL AGREEMENT WITH PIATT TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal agreement with Piatt Township for tax collection services.
- 2.8 APPROVE RENEWAL AGREEMENT WITH NIPPENOSE TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal agreement with Nippenose Township for tax collection services.
- 2.9 APPROVE RENEWAL AGREEMENT WITH MONTOURSVILLE BOROUGH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal agreement with Borough of Montoursville for tax collection services.
- 2.10 APPROVE AGREEMENT WITH MCHENRTY TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with McHenry Township for tax collection services.
- 2.11 APPROVE REVISION TO POLICY 500. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved revision to Policy 500 - Health and Dental Insurance - of the Lycoming County Policy & Procedures manual.
- 2.12 APPROVE REVISION TO POLICY 504.1. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved revision to Policy 504.1 - Expense Reimbursement - of the Lycoming County Policy & Procedures manual.
- 2.13 APPROVE INVOICE FROM KEYSTONE COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Keystone Communications in the amount of \$1,818.
- 2.14 APPROVE INVOICE FOR DIGITAL SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice for Digital Solutions, Inc. in the amount of \$5,195.
- 2.15 APPROVE INVOICE FROM PA CHIEFS OF POLICE ASSOC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice for Livescan /CPIN maintenance fees to the PA Chiefs of Police Association in the amount of \$4,000.

2.16 APPROVE CORONER'S OFFICE INVOICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoices with the following:

Natasha Steppe in the total amount of \$200.

Forensic Pathology Associates in the amount of \$1,777.

2.17 APPROVE CONTRACT RENEWAL WITH PETER BURCHANOWSKI. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal of professional service agreement with Peter Burchanowski.

Mrs. Burke recessed the Commissioners' Meeting at 10:15 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 COURTS - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Scott L. Heatley as part time replacement Bailiff - Pay grade 1 - \$8.90/hour effective 2/1/2010, not to exceed 1,000 hours annually.

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.

Mrs. Burke reconvened the Commissioners' Meeting at 10:17 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Dan Dorman announced that LCRMS is requesting bids for concrete products.

5.2 Dan Dorman announced that LCRMS is requesting bids for equipment tires.

5.3 Dan Dorman announced that LCRMS is requesting bids for aggregate products.

5.4 The Commissioners presented the following service pins:
10 years to Dorothy Burd, R&R office.
20 years to Jeff Bower and Ricky Dyer, RMS.

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, February 2, 2010.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting 10:20 a.m.