

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 29, 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 10:02 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 ADOPT RESOLUTION 2009-01. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2009-01 supporting submission of single application to DCED for funds in the amount of \$94,200 for CBTS.

2.2 APPROVE PSA WITH DELTA DEVELOPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Delta Development Group, Inc. regarding CBTS.

2.3 APPROVE PSA WITH DELTA DEVELOPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Delta Development Group, Inc. for development services.

2.4 APPROVE PSA WITH BRINJAC ENGINEERING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved

professional service agreement with Brinjac Engineering, Inc. for CBTS.

- 2.5 APPROVE AGREEMENT WITH LAND STUDIES, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Land Studies, Inc. for CBTS.
- 2.6 APPROVE AGREEMENT WITH CHIEF GATHERING, LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved GIS data limited use agreement with Chief Gathering, LLC.
- 2.7 APPROVE HAZARD MITIGATION PLANNING PARTICIPATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved participation in the hazard mitigation planning effort with PEMA.
- 2.8 APPROVE PSA WITH J. MICHAEL WILEY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Raup, Wiley & Mott and J. Michael Wiley to serve as Special Counsel to Zoning Administrator.
- 2.9 APPROVE 2009 CDBG PROJECT FINALIZATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2009 CDBG project finalization.
- 2.10 APPROVE PSA WITH JOE MUSTO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Joe Musto to serve as solicitor for the Board of Elections.
- 2.11 APPROVE AMENDMENT TO AGREEMENT WITH LANDFILL SERVICE CORP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Landfill Service Corp.
- 2.12 APPROVE TRANSFER TO RETIREMENT FUND. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved transfer request to the Lycoming County Retirement Fund \$8,385.64 for active military duty service.
- 2.13 APPROVE PA CHIEFS OF POLICE INVOICE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Pennsylvania Chiefs of Police Association for 2009 CPIN service agreement in the amount of \$4,150.
- 2.14 APPROVE DIGITAL SOLUTIONS INC INVOICE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Digital Solutions Inc. for annual Adult Probation Office Software maintenance and technical support in the amount of \$5,195.

2.15 APPROVE LETTER OF INTENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the James V. Brown Library letter of intent for a Keystone mini-grant.

2.16 APPROVE UPDATE TO COUNTY POLICY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved update to Policy 504.1 - Expense Reimbursement - of the Lycoming County Policy & Procedures Manual.

2.17 APPROVE UPDATES TO COUNTY POLICIES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved updates to the following policies of the Lycoming County Policy & Procedures Manual:
Policy 503 - Health Insurance Coverage for Retirees.
Policy 505 - Holiday and Vacation Pay for Part Time Employees.
Policy 506 - Retirement Highlights.

Mrs. Burke recessed the Commissioners' Meeting at 10:20 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 reclassification of Devon C. Grafius as full time Resident Supervisor - Pay grade 6 - \$14.56/hour effective 2/8/09.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:20 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:20 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Dave Bonus announced that LCRMS is requesting bids for used van trailers.

6.0 PUBLIC COMMENT. Mrs. Burke opened the floor to public comment and the following were received:

Mrs. Burke commented about other counties in the news and how they it is being reported that they are mis-managed. She thanked the employees and management for doing a great job, and assured all that Lycoming County would not be in the news due to mis-management.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, February 3, 2009.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 10:22 a.m.