

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 February 25, 2010

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

Assistant Solicitor Yaw - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland 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 (2-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Wheeland opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

- 2.1 AWARD CONTRACT TO MARK BALLESTINO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), awarded contract for surplus computer equipment to Mark Ballestino in the amount of \$50.
- 2.2 APPROVE JAIL BEST PRACTICES AWARD APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved 2010 Jail Overcrowding Best Practices Award application.
- 2.3 APPROVE DEP 903 GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved 2009 DEP section 903 recycling grant application in the amount of \$39,565.
- 2.4 AWARD CONTRACTS FOR EQUIPMENT TIRE AND TIRE REPAIR. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved contracts for equipment tires and tire repair, on an

as needed basis, per bid items to Bastian Tire & Auto Center, McCarthy Tire Service and Service Tire Truck Center.

- 2.5 AWARD CONTRACTS FOR AGGREGATE PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved contracts for aggregate products, on an as needed basis, per bid items to Hanson Aggregates PA LLC, and Glenn O. Hawbaker, Inc.
- 2.6 AWARD CONTRACTS FOR CONCRETE PRODUCT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved the contracts for concrete product, on an as needed basis, per bid items to Central Builders Supply Company and J & F Ready Mix Concrete.
- 2.7 APPROVE PSA WITH PROCESS CONTROL SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Process Control Solutions for a period of three years.
- 2.8 APPROVE PSA WITH US EXTRADITION SERVICES, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with US Extradition Services, Inc.
- 2.9 APPROVE PSA WITH PALMER'S MULTIMEDIA IMAGING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Palmer's Multimedia Imaging.
- 2.10 APPROVE PSA WITH HOYERS PHOTO SUPPLY INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Hoyer's Photo Supply, Inc.
- 2.11 APPROVE PSA WITH FORENSIC PATHOLOGY ASSOCIATES, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Forensic Pathology Associates, Inc.
- 2.12 APPROVE PSA WITH RJ LEE GROUP, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with RJ Lee Group, Inc.
- 2.13 APPROVE PSA WITH YOAS SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Yoas Services.
- 2.14 APPROVE STATEMENT OF WORK FROM SIRIUS COMPUTER SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved statement of work from Sirius Computer Solutions.

- 2.15 APPROVE PAYMENT TO CITRIX ONLINE, LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved payment in the amount of \$462 to Citrix Online, LLC.
- 2.16 APPROVE PSA WITH AIR MANAGEMENT TECHNOLOGIES, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Air Management Technologies, Inc. in the amount of \$6,820.
- 2.17 APPROVE PSA WITH ADELPHOI VILLAGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement renewal for the period of 2008-2009 with Adelphoi Village for JPO.
- 2.18 APPROVE PSA WITH PERSEUS HOUSE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement renewal with Perseus House for JPO.
- 2.19 APPROVE SAVIN MAINTENANCE AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved SAVIN maintenance agreement in the amount of \$2,220.93.
- 2.20 APPROVE TAX COLLECTION AGREEMENTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved tax collection agreements with the following:
Gamble Township Jersey Shore Borough
Muncy Borough Salladasburg Borough.

Mr. Wheeland recessed the Commissioners' Meeting at 10:13 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 ADOPT 2010 PAY SCALE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (3-0), adopted the 2010 Pay scale effective January 1, 2010.
- 3.3 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:13 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:13 a.m.

4.2 APPROVE REAL ESTATE EXEMPTION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved real estate exemption for parcel 65-005-330-998 to Tabernacle Baptist Church.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned adjourned the Board of Assessment Appeals at 10:14 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:14 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Jason Yorks announced that LCRMS is requesting bids for recycling baler materials and supplies.

6.0 PUBLIC COMMENT. Mr. Wheeland opened the floor to public comment and none were received.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, March 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.