

COMMISSIONERS

REBECCA A. BURKE
Chairperson

ERNEST P. LARSON
Vice-Chairman

JEFF C. WHEELAND
Secretary



FRED F. MARTY
Chief Clerk
Director of Administration

E. EUGENE YAW
Solicitor

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
March 6, 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 10:05 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 PROCLAIM EMERGENCY PREPAREDNESS WEEK. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved March 9-15, 2008, as Emergency Preparedness Week in Lycoming County.

2.2 APPROVE CHANGE ORDER WITH LOGISTIC SYSTEMS, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved change order with Logistic Systems, Inc. in the decreased amount of \$16,417.63.

2.3 ADOPT RESOLUTION 2008-9. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted Resolution 2008-9 opposing the tolling of Interstate 80.

2.4 ADOPT RESOLUTION 2008-10. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted Resolution 2008-10 declaring surplus property.

- 2.5 APPROVE ASSISTING WITH RECONSTRUCTION OF POLICE TARGET RANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the use of LCRMS personnel and equipment to reconstruct the municipal police target range on property owned by the Fraternal Order of Police in Limestone Township.
- 2.6 AWARD CONTRACT TO ACCENT WIRE PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded the contract for Schedule A items to Accent Wire Products.
- 2.7 AWARD CONTRACT TO DEACON EQUIPMENT COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for Schedule B Items to Deacon Equipment Company.
- 2.8 APPROVE MOU WITH MONTGOMERY WATER & SEWER AUTHORITY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Memorandum of Understanding (MOU) with Montgomery Water & Sewer Authority (MWSA).
- 2.9 APPROVE AMENDMENT TO 2004 CDBG AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to 2004 CDBG Professional Services Agreement.
- 2.10 APPROVE PROGRAM INCOME REUTILIZATION PLAN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved program income reutilization plan.
- 2.11 APPROVE MAINTENANCE SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following services for Maintenance:
Bower Disposal for construction waste removal in the amount of \$195.10.
Lezzer Commercial Door for re-key Public Defender's Office in the amount of \$137.30.
Lezzer Commercial Door for re-key Commissioners' 1st floor conf-room in the amount of \$119.80.
AIRMEN for service TSP HVAC, 4th floor in the amount of \$229.88
Air Management for service to DPS-fan unit at Lysock in the amount of \$232.50.
- 2.12 APPROVE HOME GRANT BUDGET MODIFICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved HOME grant budget modification.
- 2.13 APPROVE AMENDMENT TO DELTA DEVELOPMENT CONTRACT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to Delta Development contract.
- 2.14 APPROVE MAIN STREET GRANT AMENDMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Main Street Grant amendment one in the amount of \$130,000 extending it to 6/30/2010.

- 2.15 APPROVE ESRI RENEWAL CONTRACT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved annual renewal of contract with ESRI in the amount of \$31,600.
- 2.16 APPROVE AT YOUR SERVICE SOFTWARE RENEWAL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal of one year maintenance agreement with At-Your-Service Software, Inc in the amount of \$158.
- 2.17 APPROVE MAINTENANCE RENEWAL WITH SOFTMART. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal of 2 year maintenance agreement with Softmart in the amount of \$190.
- 2.18 APPROVE PURCHASE FROM BOB WEAVER CHEVROLET. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of van off of state contract from Bob Weaver Chevrolet in the amount of \$18,711.
- 2.19 APPROVE SERVICE FROM SUNGARD PENTAMATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following service:
Sungard Pentamation for changing the signatures in AP and Payroll - \$375.00.
- 2.20 APPROVE SERVICE AGREEMENT FROM SIMPLEX GRINNELL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved services agreement with Simplex Grinnell for 2008 in the amount of \$241.
- 2.21 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved TDA Changes:
RMS - Operations - mission essential additions and deletions.
Conservation District - delete interim manager.
- 2.22 APPROVE SERVICE FROM BOPTOP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved service from BopTop (Charles Holmes) for the annual award banquet in the amount of \$400.
- 2.23 APPROVE INVOICES FROM PTS OF AMERICA LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following invoices with PTS of America, LLC., P.O. Box 121591 Nashville, TN 37212:
Invoice #22351 for extradition (Matthews) for \$1327.70.
Invoice #22960 for extradition (Willits) for \$400.00.
Invoice #23008 for extradition (Eck) for \$4,700.00.
- 2.24 APPROVE AGREEMENTS FOR JUVENILE PROBATION OFFICE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following service agreements for the Juvenile Probation Office:
Robert Meachum, Psychologist.

Community Services Group/All Seasons Therapy Center.

Mrs. Burke recessed the Commissioners' Meeting at 10:22 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 CONSERVATION DISTRICT - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Mark N. Davidson as full time replacement Conservation District Manager - Pay grade 9 - \$49,730.06/annually effective 3/9/08.
- 3.3 RMS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the Eric Eveland as full time replacement Fueler/Mechanic - Pay grade 6 - \$16.68/hour effective 3/9/08.
- 3.4 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the Betsy H. Koehler as Administrative Specialist - Pay grade 6 - \$19.80177/hour (37.5 hours/week to 40 hours/week) effective 3/9/08.
- 3.5 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the Danielle R. Schon as full time replacement Correctional Officer Relief - COI - \$12.51/hour effective 3/9/08.
- 3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:24 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:24 a.m.
- 4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following real estate refunds:
Parcel 71-012-122 for Joseph & Carol Fischer in the amount of \$100.74.
Parcel 47-226-133.F for Barbara Sullivan in the amount of \$22.30.
Parcel 65-009-118 for Ebenezer Baptist Church in the amount of \$123.95.
- 4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Board of Assessment Appeals at 10:25 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:25 a.m.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 Mrs. Burke announced the Tax Forum to be held on March 18, 2008 at Bush Center on Penn College Campus.
- 5.2 Dave Bonus announced that LCRMS is requesting sealed bids for sale of surplus equipment.
- 5.3 John Yingling announced that LCRMS is requesting bids for recycling containers.
- 5.4 The Commissioners recognized Jenifer Hope as Employee of the Quarter award winner.

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, March 11, 2008.

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