

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

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**Minutes of the Meeting of
March 20, 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 10:04 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 AMENDMENT WITH ACS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to contract with ACS, increasing the per instrument fee by \$.06.

2.2 APPROVE AGREEMENT WITH IMR. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved service agreement for one-year hardware maintenance with IMR in the amount of \$1,395.

2.3 ADOPT RESOLUTION 2008-11. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved resolution 2008-11 declaring surplus property.

2.4 APPROVE DDT GRANT MODIFICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved

modification to the DDT grant application to PCCD approved on March 13, 2008, increasing it by \$90.

- 2.5 APPROVE REVISION TO POLICY 1301. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved revision to Policy 1301 of the Lycoming County Policy and Procedures Manual.
- 2.6 APPROVE MODIFICATION TO COUNTY PROCUREMENT CARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the modification to County procurement card registration.
- 2.7 APPROVE AMDEMENT TO AGREEMENT WITH LCWSA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with LCWSA for Muncy Industrial Park Corridor extending it to September 30, 2008.
- 2.8 APPROVE CONTRACT WITH GENETTI. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract with the Genetti Hotel for the 2008 County EMS Banquet.
- 2.9 APPROVE INVOICE FROM SUSQUEHANNA MOTOR COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Susquehanna Motor Company in the amount of \$37.69.
- 2.10 APPROVE GRANT APPLICATION TO COCA-COLA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant application to Coca -Cola Corporation in conjunction with the National Recycling Coalition (NRC) for recycling containers.
- 2.11 APPROVE MODIFICATION TO DCED GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved modification to DCED grant application approved on March 13, 2008, increasing it to \$200,000.
- 2.12 APPROVE GRANT APPLICATION TO LUMBER HERITAGE REGION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant application to Lumber Heritage Region in the amount of \$24,900.
- 2.13 APPROVE AGREEMENT WITH STEINBACHER LAW, PC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Steinbacher Law PC for legal counsel services regarding Jacquelyn Kephart.
- 2.14 APPROVE AGREEMENT WITH STEINBACHER LAW, PC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Steinbacher Law PC for legal counsel services regarding Doris Burget.

- 2.15 APPROVE LEASE WITH LAMAR ADVERTISING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved lease agreement with LAMAR Advertising.
- 2.16 APPROVE CONTRACTS FOR DA'S OFFICE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following contracts:
Orchid Cellmark - DNA Analysis testing.
RJ Lee Group, Inc. - Gunshot residue and Trace Evidence Analysis testing - two contracts one retroactive for 2007 and one for 2008 services.
Bode Technology, Part of Global Options Group - DNA Analysis Testing - retroactive for 2007 services and one for 2008 services.
Alberto Diaz - Language translation services and potential testimony at trial.
Hoyer's Photo Supply, Inc.- duplication of photographs, VHS tapes, Hi8 video tapes and DVD's.
Yoas Service, Inc - preparation of exhibits for court trials

Mrs. Burke recessed the Commissioners' Meeting at 10:13 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
Prothonotary Burd was present for item 3.2.
- 3.2 PROTHONOTARY - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (5-0), approved Nicole A. Snyder as full time replacement Clerk I - Pay grade 2 - \$9.91/hour effective 3/31/08.
- 3.3 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Bryan A. Bower as full time Resident Supervisor - Pay grade 6 - \$13.99/hour effective 3/23/08.
- 3.4 CONTROLLER - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Jennifer L. Thompson as full time replacement Clerk III - Pay Grade 4 - \$11.73/hour effective 3/24/08, pending background clearance.
- 3.5 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:14 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:14 a.m.
- 4.2 DENY EXEMPTION REQUEST. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), denied the exemption request of Albright Life, parcel 73-007-400.
- 4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. Mrs. Burke adjourned the Board of Assessment Appeals at 10:15 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 The Commissioners presented a JWD pin to Don Cohick.
- 5.1 The Commissioners presented the following service pins:
- | | | |
|--------|-----------------|-------------------|
| 20 yrs | Jodie Fagnano | Sheriff's Office. |
| 10 yrs | Todd K. Myers | Pre-Release. |
| | Ellen V. Montis | RMS. |
- 5.2 Mya Toon announced that Lycoming County is requesting responses to bids for surplus property.
- 5.3 The following new employees were introduced:
Jennifer Thompson - Controller's Office.
Nicole Snyder - Prothonotary's Office.

- 6.0 PUBLIC COMMENT.** Mrs. Burke opened the floor to public comment and the following were received:
Scott Miller of Tucker Street in Williamsport presented comments about the wastewater treatment plants need to reduce nutrients. He suggested thinking out of the box instead of building expensive upgrades.
Mr. Kurt Hausammann responded with regard to the workshop that will be held on March 27, 2008 with regard to these issues.

- 7.0 NEXT REGULARLY SCHEDULED MEETING.** Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, March 25, 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 10:24 a.m.