

Commissioners:  
**REBECCA A. BURKE**  
*Chairperson*  
**ERNEST P. LARSON**  
*Vice-Chairman*  
**JEFF C. WHEELAND**  
*Secretary*



48 WEST THIRD STREET  
WILLIAMSPORT PA 17701

**FRED F. MARTY**  
*Chief Clerk*  
*Director of Administration*

**THOMAS C. MARSHALL**  
*Solicitor*

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## Minutes of the Meeting of April 1, 2010

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

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 Mrs. Burke and passed (2-0), 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 ENACT ORDINANCE 2010-1. A motion by Mr. Larson and seconded by Mrs. Burke and passed (Larson - Yes, Burke - Yes, Wheeland - absent; 2-0), enacted Ordinance 2010-1 for recovery zone bond issue.

2.2 APPROVE 2010 CDBG PROJECT FINALIZATION. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved 2010 CDBG project finalization.

2.3 ADOPT RESOLUTION 2010-9. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adopted resolution 2010-9 declaring surplus equipment with values exceeding \$1,000.

2.4 ADOPT RESOLUTION 2010-10. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adopted resolution 2010-10 declaring surplus equipment valued at under \$1,000.

- 2.5 APPROVE PCCD GRANT APPLICATION. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved PCCD grant application in the amount of \$38,444.
- 2.6 AWARD CONTRACT TO FEESERS, INC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), awarded contract for food products on a per item basis to Feesers, Inc.
- 2.7 AWARD CONTRACT TO KEYCO DISTRIBUTORS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), awarded contract for food products on a per item basis to Keyco Distributors.
- 2.8 PROCLAIM RECOMMITMENT TO ADA. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved recommitment to full implementation of ADA.
- 2.9 APPROVE PSA WITH STATEWIDE PRISONER EXTRADITIONS, LLC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Statewide Prisoner Extraditions, LLC.
- 2.10 APPROVE PSA WITH GEISINGER CLINIC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Geisinger Clinic.
- 2.11 APPROVE SECONDARY CLIENT AGREEMENT WITH MACTEC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved secondary client agreement with Mactec.
- 2.12 PROCLAIM CENSUS DAY. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), proclaimed April 1, 2010, as Census Day in Lycoming County.
- 2.13 APPROVE CCIS BUDGET MODIFICATION. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved CCIS budget modification with the Department of Public Welfare for fiscal year 2010-2011.
- 2.14 APPROVE AGREEMENT WITH COMMONWEALTH OF PA. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved agreement with the Commonwealth of Pennsylvania for reciprocal access to tower sites.
- 2.15 APPROVE CHANGE ORDER WITH LOGISTIC SYSTEMS, INC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved change order to agreement with Logistic Systems, Inc. for training and travel costs.
- 2.16 APPROVE PSA WITH JV KELLY GROUP. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved the professional service agreement with JV Kelly Group not to exceed \$2,900.

- 2.17 APPROVE PSA WITH CDW GOVERNMENT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with CDW Government LLC in the amount of \$3,436.
- 2.18 APPROVE RENEWAL WITH NHS YOUTH SERVICES. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved renewal contract with NHS Youth Services for JPO.
- 2.19 APPROVE RENEWAL WITH ABRAXAS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved renewal contract with Abraxas for JPO.
- 2.20 APPROVE CONTRACT WITH GENETTI. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved contract with Genetti for supervisor training in the amount of \$150.
- 2.21 APPROVE PSA WITH HUNTER & LOMISON, INC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Hunter & Lomison, Inc. not to exceed \$600
- 2.22 APPROVE INVOICE FROM FORENSIC PATHOLOGY ASSOCIATES. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved invoice from Forensic Pathology Associates, Inc. in the amount of \$1,507.

***Mrs. Burke recessed the Commissioners' Meeting at 10:37 a.m.***

### **3.0 SALARY BOARD**

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present. Sheriff Lusk was present for item 3.2.
- 3.2 SHERIFF - A motion by Mr. Lusk and seconded by Mrs. Rogers and passed (4-0), approved Steven R. Hall as full time replacement Chief Deputy Sheriff - Pay grade 8 - \$47,885.34/annually effective 4/4/2010, and Andrew P. Boyer as full time replacement Deputy Sheriff - Pay grade 7 - \$15.97/hour effective 4/5/2010.
- 3.3 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Nathan D. Hill as full time replacement Correctional Officer I Relief - COI - \$12.64/hour effective 4/5/2010.
- 3.4 RMS - TRANSFER STATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Edward C. March as full time truck driver - Pay grade 6 - \$14.64/hour effective 4/5/2010.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:40 a.m.

#### **4.0 BOARD OF ASSESSMENT APPEALS**

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:40 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved 9 real estate refunds to Williamsport NSA Associates:  
Parcel 65-007-106 in the amount of \$315.85.  
Parcel 65-007-110 in the amount of \$112.16.  
Parcel 65-007-301 in the amount of \$129.48.  
Parcel 65-007-100 in the amount of \$1,641.00.  
Parcel 65-007-109 in the amount of \$114.28.  
Parcel 65-007-109.A in the amount of \$79.00.  
Parcel 65-009-340 in the amount of \$513.67.  
Parcel 65-007-310 in the amount of \$1,029.79.  
Parcel 65-009-230 in the amount of \$1,010.15.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adjourned the Board of Assessment Appeals at 10:40 a.m.

***Mrs. Burke reconvened the Commissioners' Meeting at 10:40 a.m.***

#### **5.0 REPORTS / INFORMATION ITEMS.**

- 5.1 Michele McDermott announced that LCRMS is requesting bids for HDPE & PVC pipe and accessories.
- 5.2 Michele McDermott announced that Lycoming County is requesting bids for surplus equipment.
- 5.3 Michele McDermott announced that Lycoming County is requesting bids for fertilizer for the County Farm. (2<sup>nd</sup> request)
- 5.4 Michele McDermott announced that Lycoming County is requesting proposals for consulting engineer services for the Lycoming County Planning Commission.
- 5.5 Krista Rogers presented the 2008 PAFR award recognition.
- 5.6 Krista Rogers introduced of new employee: Sue Smith.
- 5.7 The Commissioners presents service pins:
  - 30 years: Barry Hutchins DPS.
  - 20 years: Betsy Koehler PRC.
  - 10 years: Karl Demi IS.
  - Deb Noviello DRO.

**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 23, 2010.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adjourned the Commissioners' Meeting at 10:41 a.m.