

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
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Minutes of the Meeting of April 16, 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 AWARD CONTRACT TO PARIS LAUNDRY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for laundry services at the Prison & Pre-Release to Paris Laundry Services.

2.2 AWARD CONTRACT FOR INMATE DETENTION SUPPLIES & CLOTHING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contracts for inmate detention supplies & clothing to the following on a per item basis: (Mya Toon) Bob Barker. Robinson Textiles. Fruit of the Loom. Uniforms Manufacturer, Inc.

2.3 ADOPT RESOLUTION 2009-11. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted Resolution 2009-11 supporting the Redevelopment Assistance Grant for \$1,500,000 to Lycoming Engines Division of Avco Corp. in connection with

the Lycoming Engines Integrated Electronic Engine Control project.

- 2.4 APPROVE COOPERATION AGREEMENT WITH LCIDA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Cooperation Agreement with Lycoming County Industrial Development Authority in connection with the Lycoming Engines Integrated Electronic Engine Control project.
- 2.5 APPROVE AGREEMENT WITH LYCOMING ENGINES AND LCIDA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Agreement with Lycoming Engines and Lycoming County Industrial Development Authority in connection with the Lycoming Engines Integrated Electronic Engine Control project.
- 2.6 PROCLAIM GRANGE MONTH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), proclaimed April, 2009 as "Grange Month" in Lycoming County.
- 2.7 APPROVE PSA WITH REAL ESTATE APPRAISAL & MARKETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Real Estate Appraisal & Marketing Associates Richard Drzewiecki for appraisal services for the Penallen Common Pleas appeal.
- 2.8 APPROVE LIQUID FUEL ALLOCATIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2009 Lycoming County Liquid Fuels allocations to Lycoming County municipalities not to exceed \$300,000.
- 2.9 APPROVE LIQUID FUELS GRANT PROGRAM. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2009 Lycoming County Liquid Fuels Grant Program not to exceed \$200,000 and authorize LCPC staff to release grant application materials to Lycoming County municipalities.
- 2.10 APPROVE PSA WITH AUTOMATIC SPRINKLER SUPPLY, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Automatic Sprinkler Supply, Inc. for 2 quarterly inspections, one annual inspection or one 5-year inspection in the total amount of \$3,785.0 for Executive Plaza, Third Street Plaza, and Pre-Release.
- 2.11 APPROVE AGREEMENT WITH GENETTI HOTEL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with the Genetti Hotel for the LTS/EMS Council banquet.
- 2.12 APPROVE LETTER OF ENGAGEMENT. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved letter of engagement for analysis of Lycoming County Retirement Plan.

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

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present. Prothonotary Burd was present for item 3.4
- 3.2 PCD - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (4-0), approved Mary S. Stark as full time replacement Clerk I - Pay grade 2 - \$10.16/hour effective 5/11/09.
- 3.3 JPO - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of Bryan J. Derr to full time Probation Officer - Pay grade 9 - \$19.27/hour effective 4/19/09.
- 3.4 PROTHONOTARY - A motion by Mr. Burd and seconded by Mrs. Miller and passed (5-0), approved the promotion of Nicole A. Brown as full time replacement Data Entry Operator(Legal) - Pay grade 4 - \$12.02/hour effective 4/19/09.
- 3.5 SHERIFF - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (4-0), approved Eric T. Spiegel as full time replacement Deputy Sheriff - Pay grade 7 - \$15.58/hour effective 4/20/09.
- 3.6 PRISON - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of Rhonda A. Ulrich as full time Correctional Counselor - Pay grade 9 - \$20.35/hour effective 4/19/09.
- 3.7 ADJOURN SALARY BOARD. A motion by Mr. Wheeland 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 REFUND. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following Real Estate Refund:
Parcel 51-002-410 to Daniel & Diane Cupp in the amount of \$368.30.
- 4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Wheeland and seconded by Mr. Larson 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.

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, April 21, 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 10:25 a.m.