

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



FRED F. MARTY
Chief Clerk
Director of Administration

THOMAS C. MARSHALL
Solicitor

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**Minutes of the Meeting of
May 7, 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 10:04 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 ADOPT RESOLUTION 2009-16. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2009-16 for sale of surplus equipment.

2.2 PROCLAIM LETTER CARRIER FOOD DRIVE DAY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Saturday May 9, 2009 as Letter Carrier Food Drive Day in Lycoming County.

2.3 APPROVE CONTRACT WITH DCED. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved new communities contract with DCED in the amount of \$150,000 for main street grant.

2.4 APPROVE 2007 CDBG AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2007 CDBG

Sub-recipient Agreement with the Montgomery Water and Sewer Authority for their Well and Treatment Plant Project.

- 2.5 APPROVE 2007 CDBG AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2007 CDBG Sub-recipient Agreement with the Borough of Montgomery reducing their grant award by \$5,000.
- 2.6 APPROVE MOU WITH HOUSING AUTHORITY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved memorandum of understanding with Lycoming County Housing Authority.
- 2.7 APPROVE GRANT AGREEMENT WITH DEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the grant agreement with DEP for the County wide Chesapeake Bay Compliance Plan project in the amount of \$120,000.
- 2.8 APPROVE DCED GRANT RECEIPT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved receipt of Chesapeake Bay grant from DCED in the amount of \$94,200.
- 2.9 APPOINT WENDY HASTINGS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), appointed Wendy Hastings as the *Acting Director* of LTS Regional EMS Council.
- 2.10 APPROVE ADOBE UPGRADE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Adobe Photoshop & Illustrator upgrade from CDW-G in the amount of \$570.22.
- 2.11 APPROVE INVOICE FROM SUNGARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Sungard for software support on eFinancePlus in the amount of \$4,387.50.
- 2.12 APPOINT TO LIBRARY BOARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Diane J. Eck to fulfill the unexpired term of Ms. Tammy Gunsallus on the Lycoming County Library System Board with term ending 12/31/09.

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

4.0 BOARD OF ASSESSMENT APPEALS

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

- 4.2 APPROVE REAL ESTATE EXEMPTION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the Real Estate Exemption:
40-393-187.A Church of the Resurrection.
- 4.3 APPROVE REAL ESTATE REFUND. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Real Estate Refund:
52-003-920 J. Bernard Schelb \$24.67.
- 4.4 ADJOURN BOARD OF ASSESSMENT APPEALS. Mrs. Burke adjourned the Board of Assessment Appeals at 10:14 a.m.

9.0 BOARD OF ELECTIONS

- 9.1 CONVENE BOARD OF ELECTIONS. Mrs. Burke convened the Board of Elections at 10:16 a.m.
- 9.2 APPROVE ELECTION DAY WORKERS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the list of rovers and election day and election night workers for the 2009 primary election.
- 9.3 ADJOURN BOARD OF ELECTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Board of Elections at 10:14 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:14 a.m.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 Duane Lalyon announced that LCRMS will be requesting bids for surplus equipment.
- 5.2 Duane Lalyon announced that LCRMS will be requesting bids for HDPE and PVC pipe and accessories.
- 5.3 Recognize Gary Hutchinson on his retirement.
Fred Marty detailed many of the accomplishments achieved during Mr. Hutchinson's tenure.
Ted Kriner spoke about working with Gary.
The Commissioners all gave comments on Gary's achievements.

- 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, May 12, 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 10:41 a.m.