

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

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

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

Minutes of the Meeting of July 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 10:00 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 2009-43. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved resolution 2009-43 establishing selection procedure for County Engineer/Consultant.

2.2 AWARD CONTRACT TO WORTH & COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract for Prison HVAC mechanical system to Worth & Company in the amount of \$1,420,000.

2.3 AWARD CONTRACT TO BK CONTROLS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract for Prison HVAC electrical system to BK Controls in the amount of \$74,800.

2.4 APPROVE SUB CONTRACT WITH WEST BRANCH D&A. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved

subrecipient contract with West Branch Drug & Alcohol in the amount of \$622,200 for BHSI.

- 2.5 APPROVE EMPG AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2009 Emergency Management Performance Grant agreement with PEMA in the amount of \$78,059.
- 2.6 APPROVE AGREEMENT WITH CONSTABLE WELTER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the agreement with Constable Curtis Welter for use of Police Frequency 1.
- 2.7 APPROVE PURCHASE FROM DATAMATRIX. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase from DataMatrix in the amount of \$408.48 for one year.
- 2.8 APPROVE PSA WITH PORT ELEVATOR INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Port Elevator Inc. for relief valve setting and pressure testing for Executive Plaza in the amount of \$475
- 2.9 APPROVE RENEWAL WITH MICROMAIN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved MicroMain Corporation subscription renewal in the amount of \$595.
- 2.10 APPROVE PSA WITH CONVERSE CONSULTANTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Converse Consultants for the geotechnical engineering services in the amount of \$6,265 for the east-side addition-911/EOC renovation.
- 2.11 APPROVE PSA WITH AIR MANAGEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Air Management for the Courthouse commissioning in the amount of \$12,800.
- 2.12 APPROVE FINANCIAL STATEMENT TO PA BOARD OF PROBATION & PAROLE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2008-2009 financial statement to the Pennsylvania Board of Probation and Parole.
- 2.13 APPROVE RETURN OF SUPERVISION FEES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2009-2010 return of supervision funds from the Pennsylvania Board of Probation and Parole.
- 2.14 APPROVE GRANT IN AID FOR APO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2009-2010 Grant-In-Aid continuing program application/agreement for the adult probation office.

- 2.15 APPROVE PSA WITH SELECT SECURITY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional services agreement with Select Security in the amount not to exceed \$2,000.
- 2.16 APPROVE PSA WITH CROSSROADS COUNSELING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional services agreement with Crossroads Counseling in the amount not to exceed \$10,000.
- 2.17 APPROVE MOU WITH BOROUGH OF SOUTH WILLIAMSPORT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved memorandum of understanding with the Borough of South Williamsport for Zoning Administration Services.
- 2.18 APPROVE UPDATE TO POLICY 612. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved change to Policy 612- Dress Code - of the County Policy and Procedures Manual.
- 2.19 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following TDA changes:
DPS - Director of Public Safety change grades to the following: Hire Grade 13; Fully Qualified Grade 14.
PCD - reclassify Community Development Planner grade 8/9 to Community Development/Lead Planner grade 9/10 effect 7/26.
Prison - delete two part time female CO and delete one part time CO/Cook and add one full time female CO relief/cook.

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

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 PCD - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the reclassification of Rachelle Ricotta as Community Development/Lead Planner - Pay grade 9 - \$37,087.27/annually effective 7/26/09.
- 3.3 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:15 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 Mark Murawski announced that the County of Lycoming is advertising for statements of interest from engineering consulting firms for County of Lycoming Engineer designation.
- 5.2 Mark Murawski announced that the County of Lycoming is advertising for statements of interest from engineering consulting firms to perform construction inspection services for the Lycoming County Bridge No. 110 Replacement Project.
- 5.3 Mark Murawski announced that the County of Lycoming is advertising for bids to construct Alexander Drive subject to favorable review by County Solicitor. (Mark Murawski)

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, July 28, 2009. No meetings July 21 and July 23.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 10:17 a.m.