

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
August 28, 2008**

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

Assistant Solicitor Sees - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:03 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 BID TO DAN STRAILEY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded the bid for surplus equipment to Dan Strailey in the amount of \$50.

2.2 APPROVE SUB CONTRACT WITH STEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved subrecipient contract with STEP for the Shared Ride Program in the amount of \$854,268.

2.3 APPROVE AMENDMENT TO CONTRACT WITH CHRISTINA SMITH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Christina Smith for Highway Safety Program for 2007-2008.

2.4 APPROVE CONTRACT WITH CHRISTINA SMITH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with Christina Smith for Highway Safety Program for 2008-2009.

- 2.5 APPROVE PSA WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2008 professional service agreement with Larson Design Group.
- 2.6 APPROVE RENEWAL WITH ALLDATA, LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the 2008 subscription renewal notice with Alldata, LLC.
- 2.7 APPROVE PSA WITH CEDAR RUN ENVIRONMENTAL SERVICES, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 2008 professional service agreement with Cedar Run Environmental Services, Inc.
- 2.8 APPROVE DEP PERMIT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved permit application to DEP for moving the used tire pile.
- 2.9 APPROVE AGREEMENT WITH SIMPLEX GRINNELL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Simplex Grinnell.
- 2.10 APPROVE RENEWAL WITH KEYSTONE PRECISION INSTRUMENTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved hardware support agreement renewal with Keystone Precision Instruments in the amount of \$294.65.
- 2.11 APPROVE ENVIRONMENTAL STEWARDSHIP AND WATERSHED PROTECTION GRANT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved DEP Grant Agreement for Environmental Stewardship and Watershed Protection grant program.
- 2.12 APPROVE AMENDMENT 2 WITH MACTEC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment 2 to MACTEC Agreement extending it to March 31, 2009.
- 2.13 APPROVE AGREEMENT WITH INDUSTRIAL PROPERTIES CORPORATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Brownfields Assessment Management Agreement with Industrial Properties Corporation.
- 2.14 ADOPT RESOLUTION 2008-31. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted Resolution 2008-31 designating the LEDA (Local Economic Development Assistance) Agency.
- 2.15 APPROVE PSA WITH ERVIN BLANK ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Ervin Blank Associates for the District Attorney's Office.

Mrs. Burke recessed the Commissioners' Meeting at 10:12 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 PRISON - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved promotion of Joseph L. DeFrancesco as full time replacement Intake Officer - COII - \$15.57/hour effective 9/7/08.

3.3 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:12 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:12 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented the following Service Awards:
20 years to William Heggenstaller from the Prison.
10 years to Dana Jacques from Courts.

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, September 2, 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 10:14 a.m.