

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
October 16, 2008**

Commissioner Burke - Present via telephone
Commissioner Larson - Present
Commissioner Wheeland - Present

Solicitor Yaw - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland 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 ADOPT RESOLUTION 2008-37. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Resolution 2008-37 to authorize settlement for Willow Creek Fuels.

2.2 APPROVE PSA WITH CATHERINE ANDERKO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Catherine Anderko.

2.3 APPROVE COCA-COLA GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved application for the Coca-Cola - National Recycling Coalition Fall Grant.

2.4 APPROVE PURCHASE FROM ALCOHOL MONITORING SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of 17 SCRAM bracelets from Alcohol Monitoring Services in the total amount of \$25,500.

- 2.5 APPROVE SUB AGREEMENT WITH WEST BRANCH D&A. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Act 152 sub-recipient agreement with West Branch Drug & Alcohol.
- 2.6 APPROVE SUB AGREEMENT WITH WEST BRANCH D&A. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Behavioral Health Services Initiative sub-recipient agreement with West Branch Drug & Alcohol.
- 2.7 REJECT BIDS FOR TRUCK & EQUIPMENT . A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), rejected bids for new pickup truck, cargobody, communication equipment and emergency equipment.
- 2.8 APPROVE PSA WITH PAULA SINGER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Paula Singer to serve as Court Reporter.
- 2.9 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved TDA Changes - Collections - Eliminate Clerk I position and reclassify Clerk II to Clerk III effective 10/19/08.
- 2.10 APPROVE AGREEMENT WITH THE MEADOWS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved commercial real estate and asset conveyance agreement for The Meadows.

Mr. Wheeland recessed the Commissioners' Meeting at 10:13 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 FISCAL SERVICES - COLLECTIONS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved reclassification of Cathy J. Morrison as full time Clerk III - Pay grade 4 - \$11.73/hour effective 10/19/08.
- 3.3 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Amber M. Gaither as part time replacement Pre-Release Center Driver - Pay grade 4 - \$10.90/hour effective 10/20/08, not to exceed 1,000 hours annually, and Pre-Release - William C. Kelly as part time replacement Resident Supervisor - Pay grade 6 - \$12.96/hour effective 10/20/08, not to exceed 1,000 hours annually.

- 3.4 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Ryan S. Miller as full time replacement Correctional Officer Relief - COI - \$12.64/hour effective 10/19/08.
- 3.5 ADULT PROBATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Suzanne Croteau as full time replacement Clerk III - Pay grade 4 - \$14.089676/hour effective 11/16/08.
- 3.6 DPS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved reclassification of Gregory S. Delany as full time Telecommunicator I - Relief - Pay grade 6 - \$13.93/hour effective 10/19/08.
- 3.7 PUBLIC DEFENDER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Aaron S. Brichtle as full time replacement Assistant Public Defender - Union - \$47,600.50/annually effective 10/20/08..
- 3.8 INFORMATION SERVICES - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Joshua J. Girio as full time replacement Programmer Analyst I - Pay grade 8 - \$34,850.00/annually effective 10/16/08.
- 3.9 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:17 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:17 a.m.
- 4.2 APPROVE REAL ESTATE EXEMPTIONS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved the following Real Estate Exemptions:
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| 26-12-650 | Hope Community Church. |
| 73-07-400 | Albright Life. |
| 73-07-401 | Albright Life. |
- 4.3 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved the following Real Estate Refunds:
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|-------------------|--|
| Parcel 26-310-169 | Janet Frantz in the amount of \$72.43. |
| Parcel 03-408-126 | Dennis Sullivan in the amount of \$61.40 |
- 4.4 APPROVE HOMESTEAD EXCLUSIONS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved 20 Homestead Exclusions:
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| 14-210-125.U | Calvert, Adam & Kelly. |
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14-249-105.B Resh, Kenneth & Cecelia.
 24-001-403 Wright, William.
 24-229-109 Seeling, David & Marilyn.
 24-003-110.A West, Thomas & Marianne.
 26-029-133 Vogel, Eva.
 26-330.1-187 McKeag, David.
 31-326-121 Flook Family Irrev Trust.
 36-375-103 Temple, Vernon & Suzanne.
 40-393-119.c Hess, William & Charles.
 43-016-251 Hakes, Kenneth & Kathy.
 44-335-106 Marks, Ralph & Ethel.
 44-354-103.01 Shaner, Nancy.
 49-003-808 Renninger, Clair.
 52-003-127 Mileto Joint Living Trust.
 59-004-406 Hoak et al, David.
 60-328-141.02 Hoffman, David.
 68-007-504 Engel Family Irrev Trust.
 70-008-504 Preitz, Curtis.

4.5 APPROVE HOMESTEAD APEAL FEE REFUNDS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved 8 Homestead Appeal fee refunds at \$15 each:

52-01-922 John Engel Sr.
 07-04-175 Connie Herr.
 68-03-409 Kimberlie Palmatier.
 42-386-133 Gary & Elizabeth Fuller.
 40-05-187.06 Walter & Sandra Neidig.
 36-395-168.C -100 Renee Moyer.
 34-002-120 Robert Laudig.
 24-249-158.A Richard & Marilea Bubb.

4.6 ADJOURN BOARD OF ASSESSMENT APPEALS. Mrs. Burke adjourned the Board of Assessment Appeals at 10:18 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:18 a.m.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 Dan Dorman announced that LCRMS is requesting bids for Well Drilling and Development and Well Decommissioning.
- 5.2 Dan Dorman announced that LCRMS is requesting bids for 1 used 25 ton Articulating Haul Truck.
- 5.3 Paulette Clementoni introduced the new employee in Domestic Relations: Carlene Bower.

6.0 PUBLIC COMMENT. Mr. Wheeland opened the floor to public comment and none were received.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, October 21, 2008. There would be a meeting of the Board of Assessment Appeals at 11:00 a.m. today.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0, Burke absent for the vote), adjourned the Commissioners' Meeting.