

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 23, 2008**

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

Solicitor Yaw - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), 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 APPROVE PSA WITH GANNETT FLEMMING. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Gannett Flemming in the amount of \$13,240.

2.2 APPROVE PSA WITH PA STATE ASSOCIATION OF BOROUGHES. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with PA State Association of Boroughs for zoning administration.

2.3 APPROVE SECONDARY CLIENT AGREEMENT WITH MACTEC. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved secondary client agreement with MACTEC relating to Phase I study of Fagnano property.

2.4 APPROVE PSA WITH CHRISTIAN KALAUS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved

professional service agreement with Christian Kalas in the amount of \$50/hour.

- 2.5 APPROVE PSA WITH MARY ELLEN KELLY. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Mary Ellen Kelly in the amount of \$100/hour.
- 2.6 APPROVE RENEWAL OF EMS OPTISCAN MAINTENANCE CONTRACT. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved renewal of EMS Optiscan maintenance contract in the amount of \$1,440.
- 2.7 APPROVE PSA WITH DR. ABBY EXERO. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Doctor Abby Ezero in the amount of \$75/hour.
- 2.8 APPROVE INVOICE FROM TRANSCOR AMERICA. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved invoice from Transcor America in the amount of \$3690.77 for the Adult Probation Office.
- 2.9 APPROVE TRANSFER TO RETIREMENT FUND. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved transferring \$2,445.97 to the retirement fund for Adam DeTato.

Mrs. Burke recessed the Commissioners' Meeting at 10:08 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 PUBLIC DEFENDER - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (3-0), approved Aaron S. Biichle as full time replacement Assistant Public Defender - Union - \$47,600.50/annually effective 10/27/08.
- 3.3 PCD - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (3-0), approved Frances W. Jones as full time GIS/Data Systems Supervisor - Pay grade 11 - \$44,207.50/annually effective 11/2/08.
- 3.4 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:09 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:09 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented the following employees with 20 year service pins:

Karen Miller APO.
Dave Bonus RMS.

5.2 Cherie Rogers introduced a new employee from LCRMS:
Pamela Bentley.

5.3 Mya Toon announced that Lycoming County is requesting bids for bread products.

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, October 28, 2008.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), adjourned the Commissioners' Meeting at 10:12 a.m.