

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



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WILLIAMSPORT PA 17701

FRED F. MARTY
Chief Clerk
Director of Administration

THOMAS C. MARSHALL
Solicitor

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Minutes of the Meeting of October 29, 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 10:02 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 2009-57. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2009-57 for the CDBG program prohibiting use of excessive force.

2.2 APPROVE CDBG-R CERTIFICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved CDBG-R certifications.

2.3 APPROVE CDBG-R GRANT CONTRACT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved CDBG-R grant contract in the amount of \$80,320.

2.4 APPROVE MODIFICATION TO CDBG CONTRACT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved modification to CDBG contract previously approved on October 8, 2009.

- 2.5 ADOPT RESOLUTION 2009-58. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2009-58 declaring equipment as surplus.
- 2.6 APPROVE AMENDMENT TO ROGERS UNIFORM AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Rogers Uniform for correctional officer uniforms.
- 2.7 APPROVE PSA WITH SUSAN HALL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Susan M. Hall.
- 2.8 APPROVE PSA WITH TERRI CALVERT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Terri Calvert, M.D.
- 2.9 APPROVE PSA WITH AMBIENT AIR QUALITY SERVICES, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Ambient Air Quality Services, Inc.
- 2.10 AWARD CONTRACT TO MONTOUR HOME COMFORT SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for consumable energy products at a fixed price to Montour Home Comfort Services on an as-needed basis.
- 2.11 AWARD CONTRACT TO MONTOUR HOME COMFORT SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved for consumable energy products at a fluctuating price to Montour Home Comfort Services on an as-needed basis.
- 2.12 APPROVE CHANGE ORDER TO CONTRACT WITH LOGISTIC SYSTEMS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved change order to CAD contract with Logistic Systems, Inc resulting in savings in the amount of \$10,839.
- 2.13 APPROVE INVOICE FROM LITTLE LEAGUE BASEBALL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Little League Baseball in the amount of \$125.
- 2.14 APPROVE PSA WITH MICHAEL GILLUM. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Michael W. Gillum, M.A., for independent examination and evaluation in court-related proceedings.
- 2.15 TABLE PSA WITH NMS LABS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), table professional service agreement with NMS Labs for laboratory testing services and related court testimony.

2.16 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following TDA changes:

RMS: remove two part time Clerk III/weighmaster positions and add one full time Clerk III/accounts payable/weighmaster, with mission essential designation.

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

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 RMS - BUSINESS OFFICE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Paula R. Young as full time Clerk III/accounts payable/weighmaster - Pay grade 4 - \$12.02/hour effective 11/01/09.

3.3 COURTS - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Terra R. Koernig as full time Law Clerk II - Pay grade 11 - \$43,573.87/annually effective 11/01/09.

3.4 PRE-RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Jesse C. Wodrig as full time replacement Resident Supervisor - Pay grade 5 - \$13.12/hour effective 11/2/09.

3.5 FISCAL SERVICES - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Michele M. McDermott as full time replacement Administrative Specialist - Pay grade 6 - \$14.28/hour effective 11/16/09.

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:14 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:14 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following real estate refunds:
Christopher Keebler parcel 67-006-302.A in the amount of \$74.29.
Williamsport Hospitality parcel 26-010-108.C in the amount of \$1,862.00.

4.3 APPROVE HOMESTEAD EXEMPTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved homestead exemptions for the following:
James Cohick parcel 50-001-406.
Edward & Sally Geer parcel 53-002-162.

4.4 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Board of Assessment Appeals at 10:15 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

5.1 Steve Tucker introduced a new employee: Jason Yorks.

5.2 The Commissioners presented the following service awards:
10 years:
 Leslie Kilpatrick.
 Jeffrey Dawes.
30 years:
 Steve Blank.

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, November 3, 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 10:22 a.m.