

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

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Minutes of the Meeting of December 3, 2009

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

Solicitor Marshall - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:01 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson 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 ADOPT RESOLUTION 2009-64. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adopted resolution 2009-64 declaring property as surplus.

2.2 APPROVE MOU WITH THE CITY OF WILLAIMSPORT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved memorandum of understanding with the City of Williamsport regarding the Edward Byrne Memorial Justice Assistance grant program.

2.3 APPROVE HAP ASSURANCE OF COMPLIANCE. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved Homeless Assistance Program assurance of compliance.

2.4 APPROVE SUB CONTRACT FOR ACT 152 GRANT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved subrecipient monitoring contract with West Branch Drug and

Alcohol Abuse Commission for Act 152 grant in the amount of \$263,516.

- 2.5 APPROVE SUB CONTRACT FOR BHSI GRANT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved subrecipient monitoring contract with West Branch Drug and Alcohol Abuse Commission for the BHSI grant in the amount of \$651,243.
- 2.6 APPROVE PAYMENT TO GENERAL BINDING CORP. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved payment to General Binding Corporation in the amount of \$583.51.
- 2.7 APPROVE PAYMENT TO HELP SYSTEMS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved payment to Help/Systems in the amount of \$1,230.
- 2.8 APPROVE INVOICE FROM DCD OFFSET REPAIR. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved invoice from DCD Offset Repair in the amount of \$3,000.
- 2.9 APPROVE PAYMENT TO ADOBE ACROBAT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved payment to Adobe Acrobat Standard for license in the amount of \$20.28.
- 2.10 APPROVE ADDENDUM TO BEHAVIORAL SPECIALISTS INC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved contract addendum with Behavioral Specialists Inc. for JPO.
- 2.11 APPROVE CONTRACT RENEWAL WIT YOUTH SERVICES AGENCY. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved renewal contract with Youth Services Agency for JPO.
- 2.12 APPROVE STRATEGIC PLANNING SUPPORT TO LCWSA. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved strategic planning support to Lycoming County Water & Sewer Authority.
- 2.13 APPROVE AGREEMENT WITH CITY OF WILLIAMSPORT AND BOROUGH OF SOUTH WILLIAMSPORT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved maintenance and operation agreement with the City of Williamsport and Borough of South Williamsport regarding Timber Trail.
- 2.14 APPROVE PSA WITH WOLYNIEC CONSTRUCTION. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with Wolyniec Construction to perform repairs to Lycoming County Bridge 106 (T-673 over Pleasant Stream) in the amount not to exceed \$8,950.

2.15 APPROVE PSA WITH IMR LTD. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with IMR Ltd for copier in the Prothonotary Office.

2.16 APPROVE PSA WITH WARREN SCHLOSSER, ESQ. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Warren Schlosser, Esq., for mental health commitment issues in the amount of \$70/hearing.

2.17 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved TDA change - Conservation District - Change conservation district manager to pay grade 11 effective December 13, 2009.

Mrs. Burke recessed the Commissioners' Meeting at 10:16 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 RMS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Joel D. Shirn as full time replacement Equipment Operator - Pay grade 5 - \$13.12/hour effective 12/7/09.

3.3 COURTS - DJ PAGE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved April M. McDonald as full time replacement Clerk III - Pay grade 4 - \$13.81/hour effective 12/13/09.

3.4 CONSERVATION DISTRICT - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Mark N. Davidson reclassification as full time Conservation District Manager - Pay grade 11 - \$60,036.01/annually effective 12/13/09.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:18 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:18 a.m.

4.2 APPROVE REAL ESTATE REFUND. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved real estate refund for parcel 44-335-144.D to Shawn & Melanie McCoy in the amount of \$1672.54.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adjourned the Board of Assessment Appeals at 10:19 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:19 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented the following service awards:

30 years:

Jerry Fink Prison.

Connie Turner DPS.

20 years:

John Yingling DPS.

10 years:

Rhonda Bodle Info services.

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, December 8, 2009.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adjourned the Commissioners' Meeting at 10:20 a.m.