

Commissioners:

REBECCA A. BURKE
Chairperson

ERNEST P. LARSON
Vice-Chairman

JEFF C. WHEELAND
Secretary



ANN M. GEHRET
*Interim Director of Administration
and Chief Clerk*

N. RANDALL SEES
Solicitor

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
September 29, 2011
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Sees - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland 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 Mr. Wheeland and passed (2-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Wheeland opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

- 2.1 APPROVE PSA WITH EPLUS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with ePlus off of state contract for fiber installation in the amount of \$51,890.
- 2.2 APPROVE AMENDMENT TO AGREEMENT WITH USEPA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement with US EPA for LCWSA extending it to 12/31/2011.
- 2.3 APPROVE AGREEMENT WITH WALTER WORTHINGTON. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved nutrient credit trading agreement with Walter Worthington.

- 2.4 APPROVE AGREEMENT WITH MICHAEL & VANESSA SHERMAN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved nutrient credit trading agreement with Michael and Vanessa Sherman.
- 2.5 APPROVE AGREEMENT WITH ARTHUR AND ELKE PLAXTON. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved nutrient credit trading agreement with Arthur and Elke Plaxton.
- 2.6 APPROVE PSA WITH TIOGA COUNTY DEPT OF HUMAN SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Tioga County Department of Human Services for JPO.
- 2.7 APPROVE PSA WITH PATH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with PATH for JPO.
- 2.8 APPROVE EXTENSION TO VIDEO SURVEILLANCE GRANT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved project modification to PCCD grant for video surveillance project extending it to 3/31/2012.
- 2.9 APPROVE CJAB GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved CJAB grant application to PCCD in the amount of \$130,313.
- 2.10 AWARD CONTRACTS FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), awarded contract for food products to both Feesers and Keyco Distributors.
- 2.11 APPROVE CONTRACT WITH WBDA FOR BHSI. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved subrecipient monitoring contract with West Branch Drug & Alcohol for BHSI in the amount of \$673,938.
- 2.12 APPROVE CONTRACT WITH WBDA FOR ACT 152. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved subrecipient monitoring contract with West Branch Drug & Alcohol for Act 152 in the amount of \$239,157.
- 2.13 APPROVE TREATMENT COURT GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved PCCD grant application for treatment court enhancement grant in the amount of \$99,808.
- 2.14 APPROVE LIBRARY GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved public library facilities grant application in the amount of \$3,000.
- 2.15 APPROVE PSA WITH LORI REXROTH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved

professional service agreement with Lori Rexroth for conflict attorney in the amount of \$35,000/annually.

2.16 APPROVE PSA WITH TODD LETA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Todd Leta for conflict attorney in the amount of \$35,000/annually.

Mr. Wheeland recessed the Commissioners' Meeting at 10:26 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present. Treasurer Connie Rupert was present for item 3.4. Prothonotary Bill Burd was present for 3.5.

3.2 DPS - A motion by Mr. Larson and seconded by Mrs. Miller and passed (3-0), approved the promotion of Tommie L. Smith to full time replacement Administrative Assistant - Pay grade 5 - \$13.79/hour effective 10/2/2011.

3.3 PCD - A motion by Mr. Larson and seconded by Mrs. Miller and passed (3-0), approved the promotion of Amy M. Norton to full time replacement GIS/Data Systems Technician - Pay grade 8 - \$18.26/hour effective 10/16/2011.

3.4 TREASURER - A motion by Mrs. Rupert and seconded by Mr. Larson and passed (4-0), approved the promotion of Carol A. Johnston to full time replacement 1st Deputy Treasurer - Pay grade 7 - \$31,960.48/annually effective 10/2/2011.

3.5 PROTHONOTARY - A motion by Mr. Burd and seconded by Mr. Larson and passed (4-0), approved the reclassification of Christine Shuck as full time replacement Legal Data Entry Operator - Pay grade 4 - \$16.02/hour effective 10/2/2011.

3.6 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mrs. Miller and passed (3-0), adjourned the Salary Board at 10:28 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:28 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved the following real estate refunds:

Parcel 55-001-400 for Larry Brungart in the amount of \$63.99.

Parcel 15-001-404-009 for Lynne Siddle in the amount of \$19.73.

Parcel 12-331-147.A for Richard Snyder in the amount of \$141.20.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Board of Assessment Appeals at 10:29 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:29 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Jeff Tompkins announced that Lycoming County is requesting bids for PRC HVAC Renovations.

5.2 Jason Yorks announced that LCRMS is requesting bids for recycling cardboard baler.

5.3 Present retirement clocks:
Deb Smith.
Dayton Mitstifer.
Richard Buss.

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 4, 2011.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:32 a.m.