

Commissioners:

TONY R. MUSSARE
Chairman

ERNEST P. LARSON
Vice Chairman

JEFF W. RAUFF
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

J. DAVID SMITH
Solicitor

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COUNTY of LYCOMING
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**Minutes of the Meeting of
September 24, 2015
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Mussare - Present
Commissioner Larson - Present
Commissioner Rauff - Present

Solicitor Smith - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare 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. Rauff and passed (3-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Mussare opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

2.1 APPROVE PSA WITH ATLAS COPCO COMPRESSORS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Atlas Copco Compressors, LLC.

2.2 APPROVE PURCHASE FROM W.F. WELLIVER & SON, INC. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved purchase of 1 new 2015 heavy duty all-wheel drive slope mower from W.F. Welliver & Son, Inc. in the amount of \$46,500.

- 2.3 APPROVE MATP CONTRACT. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved agreement for MATP on behalf of STEP, Inc.
- 2.4 APPROVE PSA WITH DR. VOSKANIAN. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Dr. Voskanian for Commonwealth vs Goodin Reid.
- 2.5 APPROVE PSA WITH DR. VOSKANIAN. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Dr. Voskanian for Commonwealth vs Wright.
- 2.6 APPROVE AMENDMENT TO AGREEMENT WITH GEO. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved amendment to agreement with GEO Reentry Services LLC for operation of reentry service center.
- 2.7 APPROVE PSA WITH CIVIL AND ENVIRONMENTAL CONSULTANTS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Civil and Environmental Consultants, Inc.
- 2.8 APPROVE AMENDMENT TO AGREEMENT WITH SUSQUEHANNA TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved amendment to agreement with Susquehanna Township's for the mini grant.
- 2.9 ACCEPT HUMAN RESOURCES ACTION REPORT. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), accepted the Human Resources Action Report through September 24, 2015.

Mr. Mussare recessed the Commissioners' Meeting at 10:11 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 RMS - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved the reclassification of Benjamin L. Winters as full time gas technician - pay grade 6, \$16.10/hour, effective 9/27/15.
- 3.3 RMS - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved the reclassification of Jason R. McCollum as full time RMS driver - pay grade 6 - \$20.83/hour, effective 10/11/15.

- 3.4 ADULT PROBATION - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved the reclassification of Jynara D. Bliss as full time adult probation officer - pay grade 9 - \$21.61/hour, effective 10/11/15.
- 3.5 ADULT PROBATION - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) approved the promotion of Denise Gee to full time replacement Administrative Case Officer - pay grade 7 - \$19.54/hour, effective 9/27/15.
- 3.6 PRISON - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) approved Courtney S. Winder as full time replacement Male/Female Correctional Office Relief - COI - \$15.08/hour, effective 10/5/15.
- 3.7 DPS/COMMUNICATIONS - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) approved promotion of Mark T. Miller to full time Telecommunicator I - pay grade 6 - \$18.00/hour, effective 9/27/15.
- 3.8 APPROVE UPDATE TO TDA - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) approved update to the TDA in Maintenance - changing Maintenance II HVAC to Maintenance II.
- 3.9 APPROVE UPDATE TO SALARY SCHEDULE - A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) approved update to the 2015 salary schedule.
- 3.10 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adjourned the Salary Board at 10:14 a.m.

4.0 BOARD OF ASSESSMENT REVISION

- 4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. Mussare convened the Board of Assessment Revision at 10:14 a.m.
- 4.2 APPROVE VETERAN'S REFUNDS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved the following Veteran's refunds:
15-310-142.11 - Frederick & Jane Kimble - \$752.06.
48-233-103.N - Bobby & Peggy Little - \$657.72.
15-309-117.C - Frederick Heim - \$440.69.
- 4.3 APPROVE REAL ESTATE EXEMPTIONS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) approved the following real estate exemptions:
- | PARCEL | OWNER |
|--------|-------|
|--------|-------|

61-001-506 - Faith Wesleyan Church, Sherman St.
61-001-609 - Faith Wesleyan Church, Sherman St.
61-001-504.A - Faith Wesleyan Church, Sherman St.
66-008-208 - Well Church, Grier St.
66-008-312 - Well Church, Grier St.
27-001-116 - Lycoming Township-1349 Cottage Ave.
58-345-132.01 - Watson Twp -4810 N Rte 44 Hwy.
41-373-176 - Ashler Inc - 276 Ashler Manor Rd.
73-001-100.A - Firetree Ltd - 600 Campbell St.
39-002-227 - Muncy Borough - 1 N Main St.

4.4 DENY REAL ESTATE EXEMPTION REQUEST. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0) denied the exemption request for parcel 70-008-518 from Salem African Methodist -1642 Memorial Ave.

4.5 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Laron and seconded by Mr. Rauff and passed (3-0), adjourned the Board of Assessment Revision at 10:17 a.m.

Mr. Mussare reconvened the Commissioners' Meeting at 10:17 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented the following service awards:
10 Years:

Denise Gee.
Kelle Robinson.
Ryan Barnes.
Jodi Wanamaker.

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

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Mussare announced the next regularly scheduled meeting as a work session on Tuesday, September 29, 2015.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adjourned the Commissioners' Meeting at 10:17 a.m.