

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

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**Minutes of the Meeting of
January 20, 2011
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Sees - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:04 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 2011-05. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2010-05 for sale of surplus equipment.

2.2 APPROVE TECHNICAL ASSISTANCE GRANT RECEIPT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant receipt from PCCD for a CJAB Technical Assistance and Training Grant in the amount of \$1,499.50.

2.3 APPROVE VICTIM WITNESS SERVICES GRANT RECEIPT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant receipt from PCCD for Victim/Witness Services Grant in the amount of \$153,638.

- 2.4 APPROVE PSA WITH HAZLETON PATHOLOGY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Hazleton Pathology for autopsies.
- 2.5 APPROVE PSA WITH OUTSIDE IN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of service agreement with Outside In for juvenile probation office.
- 2.6 APPROVE AGREEMENT WITH INTERNATIONAL PAPER COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the agreement with International Paper Company dba XPEDX for 1-new 2011 Tomcat XR-40 C Cylindrical Rider Floor Scrubber with accessories in the total amount of \$23,123.90.
- 2.7 APPROVE PSA WITH HESCO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Highway Equipment and Supply Company.
- 2.8 APPROVE QUOTE FROM HESCO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved quote from Highway Equipment and Supply Company for proprietary hydraulic repairs to the 2005 Volvo 1330e wheel loader load-22.
- 2.9 APPROVE PSA WITH SUNBURY MOTORS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Sunbury Motors.
- 2.10 APPROVE QUOTE FROM SUNBURY MOTORS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved quote from Sunbury Motor Company for repairs to 2010 SpecTec SEC389696 Transfer Trailer in an amount not to exceed \$21,729.98.
- 2.11 APPROVE AGREEMENT WITH LCWSA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with Lycoming County Water & Sewer Authority for regional water system project.
- 2.12 APPROVE INVOICE FROM SELECT SECURITY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Select Security in the amount of \$360.
- 2.13 APPROVE HUMAN SERVICES DEVELOPMENT FUND CONTRACTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following Human Services Development Fund contracts for the period July 1, 2010 to June 30, 2011:
Jersey Shore Summer Recreation Program for Life Skills Education services in the amount of \$7,000.
Salvation Army for Life Skills Education services in the amount of \$5,000.
Campbell Street Family, Youth and Community Association (The Center) for Life Skills Education services in the amount of \$15,000.
American Rescue Workers for Emergency Shelter services in the amount of \$12,000.

2.14 APPROVE CHILD WELFARE SERVICES CONTRACTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following child welfare services contracts for the period July 1, 2010 through June 30, 2011:

Provider:	Rate:
The Christian Home of Johnstown, Inc. (group home residential care)	\$138.01/day.
Community Solutions Inc. (MultiSystemic Therapy, MST)	\$ 60.71/day.
Behavioral Specialists Inc. BSI (Intensive Home Based Child & Family Services)	\$ 36.00/hour non MA rate. \$ 4.22/hour MA rate.

2.15 APPOINT TO LEPC (HOPE). A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), appointed Joseph Hope to the LEPC.

2.16 APPROVE QUOTE FROM DEC DATA SYSTEMS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved quote from DEC Data Systems for software support in the total amount of \$3000 for 3 years.

2.17 APPROVE RENEWAL CONTRACT WITH ESRI. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal of a software licensing and maintenance contract with Environmental Systems Research Institute, Inc. (ESRI) for GIS products in the amount of \$34,296.72.

2.18 APPROVE MOU'S WITH ROW OFFICE SOLICITORS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved memorandum of understanding with the solicitors for row offices at a rate of \$4,300/annually.

2.19 APPROVE CONTRACT WITH MAZZITTI & SULLIVAN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract with Mazzitti & Sullivan for EAP services for a period of one year effective February 1, 2011.

Mrs. Burke recessed the Commissioners' Meeting at 10:20 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present. Sheriff Lusk was present for item 3.3 and Treasurer Rupert was present for item 3.5.

3.2 MAINTENANCE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Brandy L. Romano as full time replacement Custodial Worker - Pay grade 1 - \$9.81/hour effective 2/6/2011.

- 3.3 SHERIFF - A motion by Sheriff Lusk and seconded by Mrs. Rogers and passed (5-0), approved Curtis W. Ulmer as full time replacement Deputy Sheriff - Pay grade 7 - \$16.37/hour effective 1/24/2011.
- 3.4 PRISON - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Arthur W. Edkin as full time replacement Correctional Officer I - Relief - COI - \$12.83/hour effective 1/24/2011.
- 3.5 TREASURER - A motion by Treasurer Rupert and seconded by Mrs. Rogers and passed (5-0), approved Jacqueline Calvert as full time replacement Clerk III - Pay grade 4 - \$12.63/hour effective 1/24/2011.
- 3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:22 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:22 a.m.
- 4.2 APPROVE REAL ESTATE EXEMPTION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the real estate exemption for parcel 67-023-400.C for the Central PA Food Bank.
- 4.3 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following real estate refunds:
Parcel 52-001-456 for Sarah Smith in the amount of \$13.94.
Parcel 64-001-225.18 for Nichols Court in the amount of \$1975.31.
Parcel 72-002-225 for Iris Commons in the amount of \$284.06.
Parcel 72-002-402 for Iris Commons in the amount of \$510.63.
Parcel 72-002-430 for Iris Commons in the amount of \$128.72.
Parcel 72-004-506 for Iris Commons in the amount of \$112.86.
Parcel 72-004-604 for Iris Commons in the amount of \$117.40.
Parcel 72-004-605 for Iris Commons in the amount of \$120.86.
Parcel 72-004-800 for Iris Commons in the amount of \$143.38.
Parcel 72-004-803 for Iris Commons in the amount of \$115.70.
Parcel 72-004-805 for Iris Commons in the amount of \$120.20.
Parcel 72-004-814 for Iris Commons in the amount of \$131.84.
Parcel 73-001-200 for Iris Commons in the amount of \$113.48.
Parcel 73-001-223 for Iris Commons in the amount of \$119.63.
Iris Commons: 12 parcels \$2018.76.
- 4.4 APPROVE CHANGE OF VALUE NOTICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 508 real estate change of value notices.

4.5 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 10:23 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:23 a.m.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 Dan Dorman announced that LCRMS is requesting bids for 2011 protective cover aggregate material.
- 5.2 Mya Toon announced that Lycoming County is requesting bids for surplus equipment.
- 5.3 Bill Lowthert of SEDA COG presented information on the 2011 CDBG project review.
- 5.4 The Commissioners presented Bill Heggenstaller a retirement gift. Kevin DeParlos spoke on his behalf.

6.0 PUBLIC COMMENT. Mrs. Burke opened the floor to public comment and the following were received:

Scott Miller of Tucker Street in Williamsport complimented on the work release program that helps with recycling efforts. He also commended the work that is to start on US 15 South. Joe Werth of Woodward Township suggested that something be done on the stretch of Route 220 to influence funding to make that area less dangerous. Commissioner Burke referred Mr. Werth to Mark Murawski, the Transportation Planner.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, January 11, 2011.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 11:00 a.m.