

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
February 10, 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 10:01 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.

Mrs. Burke recessed the Commissioners' Meeting at 10:02 a.m.

Mrs. Burke convened a public hearing for zoning ordinance amendments. She reviewed the rules of conduct for the hearing.

Cliff Kanz provided an overview of the proposed amendment to ordinance 2011-01.

Kurt Hausammann discussed the public process for the amendment. He added that something should be in place to regulate the gas industry. He also commented on the PA Oil and Gas Act.
(Contact office for other documents.)

Mrs. Burke reconvened the Commissioners' Meeting at 10:59 a.m.

2.0 ACTION ITEMS

- 2.1 ENACT ORDINANCE 2011-02. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (Larson-yes, Wheeland-yes, Burke-yes; 3-0), enacted Ordinance 2011-02 amending ordinance 2010-01.
- 2.2 ADOPT RESOLUTION 2011-07. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2011-07 for donation of surplus equipment.
- 2.3 APPROVE BILL OF SALE FOR SURPLUS EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved bill of sale for surplus equipment with Plunketts Creek Volunteer Fire Company.
- 2.4 APPROVE PSA WITH CLEVELAND BROTHERS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Cleveland Brothers Equipment Company, Inc. on an as needed basis.
- 2.5 APPROVE PSA WITH WFFINC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with WFFINC on an as needed basis.
- 2.6 AWARD SURPLUS ITEM 1 TO SBC RECYCLING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved surplus item 1 to SBC Recycling for the amount of \$28,080.
- 2.7 AWARD SURPLUS ITEM 2 TO SBC RECYCLING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded surplus item 2 to SBC Recycling for the amount of \$65,110.
- 2.8 AWARD SURPLUS ITEM 3 TO KD CAPITAL EQUIPMENT LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded surplus item 3 to KD Capital Equip. LLC. for the amount of \$1,000.
- 2.9 AWARD SURPLUS ITEM 5 TO ARLINGTON PLASTICS MACHINERY, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded surplus item 5 to Arlington Plastics Machinery, Inc. for the amount of \$1,000.
- 2.10 APPROVE CONTRACT WITH MOTOROLA SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved three year maintenance contract with Motorola Solutions, Inc. for maintenance and repair of the microwave system.
- 2.11 APPROVE PSA WITH SIMPLEX GRINNELL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Simplex Grinnell to monitor, test and inspect fire alarm systems for Third Street Plaza and Lycoming County Courthouse in the amount of \$14,022 for 1 year.

- 2.12 APPROVE AMENDMENT TO CONTRACT WITH DELTA DEVELOPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Delta Development.
- 2.13 APPROVE GRANT FROM PA DEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant agreement from PA DEP for watershed based surface water quality assessment in the amount of \$14,520.
- 2.14 APPROVE SUB CONTRACT WITH CENTER FOR INDEPENDENT LIVING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved subrecipient monitoring contract with the Center for Independent Living for 2010 CDBG funds.
- 2.15 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved TDA Change: Veterans Affairs - Assistant Director of VA from part time to full time.

Mrs. Burke recessed the Commissioners' Meeting at 11:07 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 VETERANS AFFAIRS - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of George W. Heiges Jr. as full time Assistant Director to Veterans Affairs - Pay grade 6 - \$15.01/hour effective 3/06/2011.
- 3.3 HUMAN RESOURCES - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of Kimberly A. Sewall as full time Clerk II - Pay grade 3 - \$12.08/hour effective 3/6/2011.
- 3.4 JUVENILE PROBATION - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the Adam J. Gehr as full time replacement Juvenile Probation Officer - Pay grade 9 - \$19.59/hour effective 2/20/2011.
- 3.5 PRE-RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of Louis R. Cochran as full time replacement Resident Supervisor - Pay grade 6 - \$15.01/hour effective 2/20/2011.
- 3.6 PRE-RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the Lori A. Zicoello as full time replacement Female Resident Supervisor - Pay grade 6 - \$15.01/hour effective 2/21/2011.

3.7 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 11:09 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 11:09 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Dan Dorman announced that LCRMS is requesting bids for equipment tires and tire repair.

5.2 Dan Dorman announced that LCRMS is requesting bids for concrete product.

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, February 15, 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 11:10 a.m.