

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
May 5, 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 Mrs. Burke and passed (2-0, Wheeland absent), 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 2011-11. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2011-11 in support of Growing Greener initiatives.

2.2 APPROVE PSA WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Larson Design Group for engineering design services for the water line interconnection between the Montgomery Water & Sewer Authority's public water supply and the Lycoming County Resource Management Service's water supply system for development of the County's Timber Run Industrial Park.

- 2.3 AWARD CONTRACT TO SPECTOR MANUFACTURING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for 1-New 2011 75-Cubic Yard Transfer Trailer to Spector Manufacturing in the amount of \$45,546.
- 2.4 PROCLAIM LAW DAY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), proclaimed May 6, 2011 as "Law Day" in Lycoming County.
- 2.5 APPROVE MBE/WBE ACTION PLAN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved updated minority and women's business enterprise (MBE/WBE) action plan.
- 2.6 APPROVE SECTION 3 OF HUD ACT OF 1968. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved updated Section 3 of the Housing and Urban Development Act of 1968 action plan.
- 2.7 APPROVE SUB CONTRACT WITH MCNETT TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved subrecipient agreement with McNett Township for \$70,000 FFY 2009 CDBG funds for storm water improvements project.
- 2.8 APPROVE AMENDMENT TO SUB CONTRACT WITH OLD LYCOMING TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to subrecipient agreement with Old Lycoming Township increasing FFY 2009 CDBG funds from \$27,601 to \$102,601 for private sanitary sewer lateral replacement project.
- 2.9 APPROVE AMENDMENT TO 2009 AGREEMENT WITH SEDA COG. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to SEDA-COG's FFY 2009 Professional and Administrative Services Agreement for McNett Township storm water improvements project, Community Arts Center removal of architectural barriers project, and the YWCA handicap access ramp reconstruction project.
- 2.10 APPROVE AMENDMENT TO 2010 AGREEMENT WITH SEDA COG. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to SEDA-COG's FFY 2010 Professional and Administrative Services Agreement.
- 2.11 APPROVE MOU WITH JOINDER BOARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved memorandum of understanding with the Lycoming-Clinton Joinder Board.
- 2.12 APPROVE INVOICE FROM STATEWIDE PRISONER EXTRADITIONS, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Statewide Prisoner Extraditions, Inc. in the amount of \$849.57.

- 2.13 APPROVE PSA WITH LARRY SATIFKA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Larry Satifka for juvenile probation department.
- 2.14 APPROVE REVISION TO POLICY 511. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved revision to Policy 511 -Uniform Policy of the County's Policy & Procedures Manual.
- 2.15 AWARD SURPLUS EQUIPMENT TO MARK BALENSTINO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded surplus computer equipment to Mark Balestino in the amount of \$128.
- 2.16 APPROVE HAZ MAT RESPONSE FUND GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the 2011-2012 Hazardous Materials Response Fund Grant eligibility application.

Mrs. Burke recessed the Commissioners' Meeting at 10:13 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 MAINTENANCE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved George L. Slater as full time replacement custodial worker - pay grade 1 - \$9.81/hour effective 5/9/11.
- 3.3 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Kenneth L. Mains as full time replacement assistant county detective - union - \$16.99/hour effective 5/9/11.
- 3.4 COURTS - JUDGE MCCOY - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Francesca R. Schultz as full time replacement Law Clerk I -Pay grade 9 - \$38,200.80/annually effective 5/16/11.
- 3.5 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved the reclassification of Jesse C. Wodrig as full time Resident Supervisor - pay grade 6 - \$15.01/hour effective 5/15/11.
- 3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:15 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:15 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting bids for removal and installation of an underground storage tank at the Prison.

5.2 Mya Toon presented information on the NACo Prescription Discount Drug Program.

6.0 PUBLIC COMMENT. Mrs. Burke opened the floor to public comment and none following were received.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, May 10, 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 10:20 a.m.