

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
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**Minutes of the Meeting of
June 23, 2011
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Assistant Solicitor Tira - 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.

2.0 ACTION ITEMS

2.1 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for food products on a per item basis to Feesers, Inc. and Keyco Distribution, Inc.

2.2 AWARD CONTRACT FOR INMATE DETENTION SUPPLIES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for inmate detention supplies and clothing on a per item basis to Bob Barker Company, Inc. and Robinson Textiles.

2.3 PROCLAIM "JANET ALLING DAY". A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), proclaimed June 24, 2011, as "Janet Alling Day" in Lycoming County.

- 2.4 APPROVE PSA WITH DON MARTINO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Don Martino to serve as defense attorney for juvenile matters in the amount of \$35,000/annually for the period July 1, 2011 to June 30, 2012.
- 2.5 APPROVE TEFAP AGREEMENT WITH PA DEPARTMENT OF AG. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved program management agreement with the PA Department of Agriculture for The Emergency Food Assistance Program (TEFAP) for a period of five years.
- 2.6 APPROVE SUBRECIPIENT CONTRACT WITH PA FOOD BANK. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved subrecipient monitoring contract with Central PA Food Bank for The Emergency Food Assistance Program.
- 2.7 APPROVE SUBRECIPIENT CONTRACT WITH VALLEY VIEW NURSING CENTER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved subrecipient monitoring contract with Valley View Nursing Center for rehabilitation project in the amount of \$100,000.
- 2.8 APPROVE SUBMISSION OF HAP GRANT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved submission of Homeless Assistance Program Grant assurance of compliance to the Department of Public Welfare.
- 2.9 APPROVE AMENDMENT TO AGREEMENT WITH ALERE TOXICOLOGY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Alere Toxicology for confirmation of drug tests and specialized drug testing.
- 2.10 APPROVE PURCHASE FROM CLEVELAND BROTHERS EQUIP. CO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of 2011 Caterpillar compact track loader from Cleveland Brothers Equipment Co. off of PA E-Market piggyback purchase program in the amount of \$63,411.
- 2.11 APPROVE RECEIPT OF ACT 101 GRANT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved receipt of Act 101 recycling program performance grant from DEP in the amount of \$224,963.
- 2.12 APPROVE RIGHT OF WAY APPLICATION TO DCNR. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved application to DCNR for right-of-way agreement modification for the power line for the Shrivvers Ridge tower.
- 2.13 APPROVE QUOTE FROM ARRAY SOLUTIONS, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved quote from Arraya Solutions, Inc. for items needed to fulfill

the VMware project off PA Costars contract# 003-245 in the total amount of \$387,606.

2.14 APPROVE PSA WITH ARRAYA SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Arraya Solutions, Inc. in the amount of \$40,000.

2.15 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved a TDA change - in JPO delete one part time Clerk I position.

Mrs. Burke recessed the Commissioners' Meeting at 10:08 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present. Prothonotary Burd was present for item 3.5. Treasurer Rupert was present for item 3.6.

3.2 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Cody A. Beck as full time replacement Correctional Officer/Relief - COI - \$12.83/hour effective 7/11/2011; and Prison - Bryan s. Huston as full time replacement Correctional Officer/Relief - COI - \$12.83/hour effective 7/11/2011; and Prison - Justin J. Priliszsh as full time replacement Correctional Officer/Relief - Pay grade COI - \$12.83/hour effective 7/11/2011.

3.3 PRE-RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Bridget M. Irwin as full time replacement Female Resident Supervisor - Pay grade 6 - \$15.01/hour effective 6/27/2011; and Pre-Release - Sara M. Steinbacher as part time replacement Female Resident Supervisor - Pay grade 5 - \$12.82/hour effective 6/27/2011, not to exceed 1,000 hours annually.

3.4 JUVENILE PROBATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Marnie A. Hecknauer as full time Administrative Specialist - Pay grade 6 - \$15.37/hour effective 6/26/11.

3.5 PROTHONOTARY - A motion by Mr. Burd and seconded by Mrs. Rogers and passed (5-0), approved the promotion of Carlene J. Bower as full time replacement Clerk III - Pay grade 4 - \$12.63/hour effective 6/26/2011.

3.6 TREASURER - A motion by Mrs. Rupert and seconded by Mrs. Rogers and passed (5-0), approved Linda R. Hartley as part

time replacement Clerk I - Pay Grade 2 - \$9.91/hour effective 7/11/2011, not to exceed 1,000 hours annually.

3.7 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:10 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting proposals for radio tower construction.

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 regular meeting on Tuesday, June 28, 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 10:11 a.m.