

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
July 28, 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.

2.0 ACTION ITEMS

2.1 ADOPT RESOLUTION 2011-22. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2011-22 modifying resolution 2010-11 clarifying the role of the Planning Commission.

2.2 APPROVE RECOMMENDATION TO LEPC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved recommendation for membership on LEPC: Donald Hessert & Craig Konkle.

2.3 APPROVE HAZ MAT RESPONSE FUND GRANT AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Haz Mat response fund grant agreement with PEMA in the amount of \$45,527.

- 2.4 APPROVE AGREEMENT WITH INFOCON. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved PDF Application Software License Agreement with INFOCON Corporation in the amount of \$1,500.
- 2.5 APPROVE AGREEMENT WITH INFOCON. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved PDF Application Software Support Agreement with INFOCON Corporation in the amount of \$25 per month.
- 2.6 APPROVE PSA WITH GEISINGER/DR. BRUNO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the professional service agreement with Geisinger/ Dr. Pat Bruno for the DA's office not to exceed \$25,000.
- 2.7 APPROVE AGREEMENT WITH DR. PINCKNEY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved physician agreement for prison with Dr. Steven Pinckney.
- 2.8 APPROVE AGREEMENT WITH DR. LAZOR. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved physician agreement for prison with Dr. Jason Lazor.
- 2.9 APPROVE AGREEMENT WITH CROSSROADS COUNSELING INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved renewal of agreement with Crossroads Counseling, Inc. for drug and alcohol education at PreRelease.
- 2.10 APPROVE PSA WITH CLEAN WATER INSTITUTE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Clean Water Institute not to exceed \$9,795.
- 2.11 APPROVE PAYMENT TO AIT LABORATORIES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved payment of invoice to AIT laboratories in the amount of \$125.
- 2.12 APPOINT TO RECREATION AUTHORITY (SITLER). A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), appointed Mark Sitler to Recreation Authority with term expiration of 12/31/2011.

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

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 DOMESTIC RELATIONS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved James R. DeVore as

part time Domestic Relations Investigator - Pay grade 7 - \$19.19/hour effective 7/30/2011, not to exceed 1,000 hours annually.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:08 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:08 a.m.

4.2 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 44-316.1-274 for William Hellenthal in the amount of \$565.04.
Parcel 54-315-105 for Elizabeth Knyrim-Rogers in the amount of \$107.40.

4.3 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 10:09 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:09 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that LCRMS is requesting bids for 1-new 2011 diesel powered radial stacker.

5.2 Recognize James DeVore upon his retirement. (Paulette Clementoni

5.3 The Commissioners presented a 10 year service pin to Deb Bennett from PCD.

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, July 12, 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 10:14 a.m.