

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
August 4, 2011
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Sees - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:00 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), 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 10:01 a.m.

Bill Lowthert convened the FFY 2009 CDBG Public Hearing. He explained the action that would be taken. There were no public comments. The Public Hearing was adjourned at 10:02 a.m.

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

2.0 ACTION ITEMS

2.1 APPROVE 2009 CDBG BUDGET MODIFICATION. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved budget modification to the County's FFY 2009 CDBG Program eliminating the Community Arts Center removal of architectural barriers project and funding the Moreland Township Building removal of architectural barriers project in the amount of \$24,143.08.

- 2.2 APPROVE MODIFICATION TO 2009 AGREEMENT WITH SEDA COG. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved modification to the FFY 2009 Professional and Administrative Services Agreement with SEDA-COG, eliminating the Community Arts Center removal of architectural barriers Project and adding the Moreland Township Building removal of architectural barriers project.
- 2.3 ADOPT RESOLUTION 2011-23. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adopted resolution 2011-23 for the DUI Court Grant.
- 2.4 APPROVE AUTHORIZATION FOR DUI COURT GRANT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved project director authorization for the DUI Court Grant.
- 2.5 APPROVE PSA WITH CEDAR RUN ENVIRONMENTAL. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Cedar Run Environmental Services, Inc. for RMS.
- 2.6 APPROVE PSA WITH WEST PHYSCIS CONSULTING. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with West Physics Consulting, LLC for RMS.
- 2.7 APPROVE AGREEMENT WITH DEVNET. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved agreement from Devnet Inc for the use of Marshall & Swift software in the Assessment Office CAMA system.
- 2.8 APPROVE PSA WITH CDW-G. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with CDW-G for assessment and configuration of the County network in preparation for the installation of wireless communications not to exceed \$20,000.
- 2.9 APPROVE PSA WITH CDW-G. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with CDW-G for the installation of microwave radio equipment which will provide wireless connectivity between county facilities contingent upon review and approval by county solicitor and CDW-G.
- 2.10 APPROVE EXTENSION TO AGREEMENT WITH SULLIVAN COUNTY. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved extension to agreement with Sullivan County for 9-1-1.
- 2.11 APPROVE PSA WITH ESSENTIAL MANAGEMENT SOLUTIONS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Essential

Management Solutions, LLC for 9-1-1 Plan development in the amount of \$13,600.

2.12 APPROVE EMPG GRANT APPLICATION. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved FFY 2011 EMPG Grant application in the amount of \$100,599.

2.13 APPROVE AGREEMENT WITH EPS VT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved HAZ MAT Team agreement with EPS VT.

2.14 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved TDA Change - Fiscal Services - addition of temporary part time Accountant - Special Projects, pay grade 13.

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

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present. District Attorney Linhardt was present for item 3.4 and 3.8.

3.2 DOMESTIC RELATIONS - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Curtis M. Loudenslager as full time replacement Domestic Relations Investigator - Pay grade 7 - \$17.19/hour effective 8/15/2011.

3.3 FISCAL - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Orrie L. Brown as part time Accountant - Special Projects - Pay grade 13 - \$36.00/hour effective 7/26/2011, not to exceed 1,000 hours annually.

3.4 DISTRICT ATTORNEY - A motion by Mrs. Miller and seconded by Mr. Larson and passed (4-0), approved Justin Hakes as part time replacement Special Detective - DUI Center - DET - \$15.64/hour effective 8/5/2011, no to exceed 1,000 hours annually.

3.5 PRE RELEASE - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Tammy M. Stidfole as full time replacement Resident Supervisor/Cook - Pay grade 6 - \$15.919272/hour effective 8/7/2011..

3.6 PRISON - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Justin S. Clarkson as full time replacement Correctional Officer Relief - COI - \$12.83/hour effective 8/8/2011.

- 3.7 DPS - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Kelle B. Robinson as full time replacement EMA Training & Operations Coordinator - Pay grade 8 - \$37,047.05/annually effective 8/7/2011.
- 3.8 DISTRICT ATTORNEY - A motion by Mrs. Miller and seconded by Mr. Larson and passed (4-0), authorized the appointment of any and all members of the following as special county detectives for purposes of conducting sobriety checkpoints and DUI roving patrols effective 8/4/2011, at no cost to the county:*
Old Lycoming Township Police Department.
Williamsport Bureau of Police.
South Williamsport Borough Police Department.
Montoursville Borough Police Department.
Tiadaghton Valley Regional Police Department.
Muncy Borough Police Department.
Montgomery Borough Police Department.
Hughesville Borough Police Department.
Muncy Township Police Department.
Penn College Police Department.
Duboisstown Borough Police Department.
*funded through a grant from Old Lycoming Township.
- 3.9 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:12 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:12 a.m.
- 4.2 APPROVE EXEMPTION (HOPE ENTERPRISES). A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved the real estate exemption for parcel 15-002-804 of Hope Enterprises, Inc.
- 4.3 APPROVE EXONERATION(COOKE/DOEBLER). A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved the exoneration of penalty for parcel 57-410-203 owned by Deborah Cooke & Rickie Doebler in the amount of \$70.39.
- 4.4 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adjourned the Board of Assessment Appeals at 10:13 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 The Commissioners presented the following with service pins:
30 years
Bonnie Fink - RMS.
10 years
Donald Koehler - RMS.
Jason McCollum - RMS.
- 5.2 The Commissioners recognized Wayne Benson and Jason Yorks talked about his receipt of PROP Senior Certification.

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

7.0 NEXT REGULARLY SCHEDULED MEETING. Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, August 9, 2011.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), adjourned the Commissioners' Meeting at 10:18 a.m.