

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
August 11, 2011
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Sees - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland convened the Commissioners Meeting 10:03 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Wheeland opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

- 2.1 ADOPT RESOLUTION 2011-24. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2011-24 authorizing execution of documents for lease agreements for Long Ridge and Armstrong tower sites.
- 2.2 ADOPT RESOLUTION 2011-25. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2011-25 for execution of Supplemental Reimbursement Agreement No. 031931C with PennDoT.
- 2.3 APPROVE AGREEMENT WITH PADOT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved supplemental reimbursement agreement no. 031931C with the Pennsylvania Department of Transportation in the amount of \$ 2,504,391 for the Susquehanna Riverwalk project.

- 2.4 APPROVE CONTRACT WITH THE CITY OF WILLIAMSPORT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved subrecipient monitoring contract with the City of Williamsport for transportation planning and programming agreement no. 520903 work order # 3 in the amount of \$46,972.
- 2.5 ADOPT RESOLUTION 2011-26. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2011-26 for request for public assistance to FEMA form 90-49 in the amount of \$19,674.59.
- 2.6 APPROVE CONTRACT WITH JERSEY SHORE SUMMER RECREATION, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved grant and monitoring contract with Jersey Shore Summer Recreation, Inc. in the amount of \$4,500.
- 2.7 APPROVE AMENDMENT TO AGREEMENT WITH MERICLE REAL ESTATE GROUP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement with Mericle Real Estate Group to provide services on a month-to-month basis, until terminated by either party.
- 2.8 APPROVE EXCEPTION TO POLICY 504.1. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved exception to Policy 504.1 - Transportation - of the County Poly & Procedures Manual for the Assessment Office.
- 2.9 APPROVE INVOICE FROM THE STOEFFLER GROUP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved invoice from The Stoeffler Group, LLC in the amount of \$255 for the Public Defender's Office.
- 2.10 APPROVE MUTUAL CONSENT AGREEMENT WITH DEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved mutual consent agreement #3 with DEP.
- 2.11 APPROVE INVOICE FROM THE STOEFFLER GROUP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved invoice from The Stoeffler Group, LLC in the amount of \$800 for the Public Defender's Office.

Mr. Wheeland recessed the Commissioners' Meeting at 10:11 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Britt Stryker as full time

replacement Correctional Officer Relief - COI - \$12.83/hour effective 8/14/11, and
Prison - Jack P. Wilson as full time replacement Correctional Officer Relief - COI - \$12.83/hour effective 8/14/11.

- 3.3 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved reclassification of Harry W. Entz as full time Lieutenant - Pay grade 10 - \$29.54/hour effective 9/4/11.
- 3.4 DOMESTIC RELATIONS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Carrie L. Stine as full time replacement Clerk I - Pay grade 2 - \$10.67/hour effective 8/15/11.
- 3.5 PCD - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved David R. Hines as full time replacement Zoning Administrator - Pay grade 7 - \$34,911.97/annually effective 8/15/11.
- 3.6 COURTS - DJ PAGE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved the promotion of Jessica R. Burget as full time replacement Clerk III - Pay grade 4 - \$12.63/hour effective 8/21/11.
- 3.7 DPS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved reclassification of Timothy W. Boush as full time Telecommunicator I - Pay grade 6 - \$15.01/hour effective 8/21/11.
- 3.8 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:13 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:13 a.m.
- 4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved the following real estate refunds:
Parcel 31-346-109.C for Todd & Patricia Weaver in the amount of \$395.40.
Parcel 26-027-214 for Floyd Kerstetter in the amount of \$633.03.
- 4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Board of Assessment Appeals at 10:14 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:14 a.m.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 John Lavelle announced Announce public meeting to be held on September 7, 2011 for HMPG (media release).
- 5.2 Mya Toon announced that Lycoming County is requesting bids for food products.

6.0 PUBLIC COMMENT. Mr. Wheeland opened the floor to public comment and none were received.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, August 23, 2011. No meetings August 16 & 18.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:15 a.m.