

Commissioners:  
**REBECCA A. BURKE**  
*Chairperson*  
**ERNEST P. LARSON**  
*Vice-Chairman*  
**JEFF C. WHEELAND**  
*Secretary*



**FRED F. MARTY**  
*Chief Clerk*  
*Director of Administration*

**THOMAS C. MARSHALL**  
*Solicitor*

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

48 WEST THIRD STREET  
WILLIAMSPORT PA 17701

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

## **Minutes of the Meeting of August 19, 2010**

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

Assistant Solicitor Read - Present

### **1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:05 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 PROCLAIM SAFE COMMUNITY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), proclaimed Lycoming County as a Safe Community as declared by WHO.

2.2 ADOPT RESOLUTION 2010-23. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2010-23 declaring property as surplus.

2.3 ADOPT RESOLUTION 2010-24. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted resolution 2010-24 authorizing execution of supplemental reimbursement agreement with PennDOT for County Bridge 113 bridge deck replacement project in the amount of \$357,560.

2.4 APPROVE AMENDMENT TO AGREEMENT WITH GUTELIUS EXCAVATING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Gutelius

Excavating for construction of Alexander Drive increasing contract price to a total not to exceed \$697,379.34.

- 2.5 APPROVE AMENDMENT TO AGREEMENT WITH TURKEY RUN PROPERTIES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Turkey Run Properties for construction of Alexander Drive increasing cost share for Turkey Run Properties to \$387,379.34.
- 2.6 APPROVE AMENDMENT TO 2010 DELTA DEVELOPMENT CONTRACT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to 2010 agreement with Delta Development Company.
- 2.7 APPROVE AGREEMENT WITH USGS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved joint funding agreement with US Geological Survey for the Lycoming County Risk Map project.
- 2.8 APPROVE PURCHASE FROM TOWER SERVICES UNLIMITED. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of three tower shelters from Tower Services Unlimited representing Mobile Modular Express LCC from state contract in the total amount of \$180,196.70.
- 2.9 APPROVE HAZ-MAT GRANT AWARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Haz-Mat grant award from PEMA in the amount of \$18,609.
- 2.10 APPROVE PADEP ANNUAL COMPLIANCE FORM. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved PADEP annual compliance certification form for RMS.
- 2.11 APPROVE PADEP TITLE V FORM. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved PADEP Title V form to transmit annual air emission fee for RMS.
- 2.12 APPROVE QUOTE FROM HIGHWAY EQUIPMENT & SUPPLY CO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved quote from Highway Equipment & Supply Company in the amount of \$10,241.21 for maintenance repairs to 2002 Volvo haul truck.
- 2.13 APPROVE INVOICE FOR LCIDA AUDIT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice in the amount of \$3,000 for LCIDA audit.
- 2.14 APPROVE PURCHASE FROM APPLE FORD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of 2010 Ford Explorer 4x4 4-door SUV from Apple Ford fleet division, Pennsylvania State Go Starts Contract # 026-044 in the amount of \$23,412 for the Adult Probation Office.

- 2.15 APPROVE AMENDMENT TO AGREEMENT WITH . A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with CINTAS uniform rental.
- 2.16 APPROVE JCJC FORM SUBMISSION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved form submission for 2009-2010 JCJC grant-in-aid program.
- 2.17 APPROVE AMENDMENT TO 2009 CDBG AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to the FFY 2009 CDBG professional service agreement with SEDA-COG.
- 2.18 APPROVE AMENDMENT TO CDBG AGREEMENT WITH PORTER TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved FFY 2009 CDBG sub-recipient agreement amendment with Porter Township reducing the amount to \$897.92.
- 2.19 APPROVE CDBG AGREEMENT WITH MUNCY CREEK TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved FFY 2007 CDBG sub-recipient agreement with Muncy Creek Township for the use of \$5,000 for their bridge replacement project.
- 2.20 APPROVE CDBG AGREEMENT WITH MUNCY CREEK TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved FFY 2008 CDBG-R sub-recipient agreement with Muncy Creek Township for the use of \$25,191 for their bridge replacement project.
- 2.21 APPROVE CDBG AGREEMENT WITH MUNCY CREEK TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved FFY 2009 CDBG sub-recipient agreement with Muncy Creek Township for the use of \$49,809 for their bridge replacement project.
- 2.22 APPROVE CDBG AGREEMENT WITH OLD LYCOMING TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved FFY 2009 CDBG sub-recipient agreement with Old Lycoming Township for the use of \$27,601 to help income eligible homeowners with the replacement of failing sewer laterals.
- 2.23 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved TDA change - add one part time assistant director of veteran's affairs position pay grade 5/6.
- 2.24 APPROVE AMENDMENT TO AGREEMENT WITH RYAN GARDNER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Ryan Gardner extending his contract for a period of 45 days.

2.25 APPROVE INVOICE FOR PROPERTY MANAGEMENT SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice for property management services in the amount of \$4,002.18.

*Mrs. Burke recessed the Commissioners' Meeting at 10:36 a.m.*

### 3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was absent. Coroner Kiessling was present for item 3.2.

3.2 CORONER - A motion by Mr. Larson and seconded by Mr. Kiessling and passed (4-0), approved Wendy A. Finnerty as full time replacement Chief Deputy Coroner - Pay grade 8 - \$40,000/annually effective 8/22/10.

3.3 DPS - COMMUNICATIONS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the reclassification of Brian J. McGee as full time Telecommunicator I - Pay grade 6 - \$14.64/hour effective 8/22/10.

3.4 COURTS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved David B. Bernard as part time replacement Bailiff - Pay grade 1 - \$8.90/hour effective 8/23/10, not to exceed 1,000 hours annually.

3.5 MAINTENANCE - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Amy H. Toner as full time replacement Custodial Worker - Pay grade 1 - \$9.57/hour effective 8/23/10.

3.6 PRISON - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Brandi L. Speck as part time to part time Correctional Officer I - COI - \$12.64/hour effective 8/22/10, not to exceed 1,000 hours annually, and Prison - Louis R. Cochran as full time replacement Correctional Officer Relief - COI - \$12.64/hour effective 8/23/10.

3.7 COMMISSIONERS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Ann M. Gehret as full time replacement interim Director of Administration - Pay grade 15 - \$86,000/annually effective 9/12/2010..

3.8 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:39 a.m.

*Mrs. Burke reconvened the Commissioners' Meeting at 10:39 a.m.*

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 Jason Yorks announced that LCRMS is requesting bids for surplus property.

5.2 John Yingling announced the contractor pre-qualification documentation for communication tower site replacement projects.

**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, August 24, 2010.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 10:40 a.m.