

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
October 27, 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 10:06 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 ENACT ORDINANCE 2011-5. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), enacted ordinance 2011-5 for PA Infrastructure Bank Loan agreement.
- 2.2 APPROVE AMENDMENT TO PSA WITH MACTEC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement with MacTec for Brownfields work, extending it to December 31, 2011.
- 2.3 ADOPT RESOLUTION 2011-35. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2011-35 for emergency repairs.
- 2.4 AWARD CONTRACT TO RECYCLING EQUIPMENT CORP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), awarded

contract for cardboard baler to Recycling Equipment Corporation in the amount of \$152,780.00.

- 2.5 AWARD CONTRACT FOR RENTAL EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), awarded contracts for rental equipment on an as needed basis to the following: Best Line Equipment; Cleveland Brothers Equipment Company, Inc.; Commonwealth Equipment Corporation; Highway Equipment & Supply Company; United Rentals.
- 2.6 APPROVE AMENDMENT TO PSA WITH SIEMENS HEALTHCARE DIAGNOSTICS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to professional services agreement with Siemens Healthcare Diagnostics.
- 2.7 APPROVE SUB CONTRACT WITH UNITED WAY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved subrecipient monitoring contract with United Way for the Cross Services Systems Improvements grant in the amount of \$8,087.
- 2.8 APPROVE SUB CONTRACT WITH WBDA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved subrecipient monitoring contract with West Branch Drug & Alcohol for the 2011 Justice Assistance Grant Program grant in the amount of \$6,143.50.
- 2.9 APPROVE AMENDMENT TO PSA WITH WEATHER CONTROL. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement to contract with Weather Control for courthouse roof replacement extending it to May 31, 2012.
- 2.10 AWARD CONTRACT TO KEYSTONE COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), awarded contract for Radio Stream Gauge to Keystone Communications in the amount of \$13,328.
- 2.11 APPROVE INVOICE FROM FORENSIC PATHOLOGY ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved invoice from Forensic Pathology Associates in the amount of \$2,548.

Mr. Wheeland recessed the Commissioners' Meeting at 10:20 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.
- 3.2 RMS - RESOURCE RECOVERY - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Douglas P. Leonard as full time Tubgrinder Operator - Pay grade 5 - \$16.23/hour effective 10/30/2011..

3.3 DPS - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved the promotion of Beth A. Baylor to full time replacement Telecommunicator II - Pay grade 7 - \$19.54/hour effective 10/30/2011.

3.4 PCD - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Scott R. Williams as full time replacement Land Records Database Coordinator - Pay grade 6 - \$15.01/hour effective 10/31/2011.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:21 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:21 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 63-003-302 for Vincenzo Guercio in the amount of \$397.52.
Parcel 56-291-126 for Stephen Alberts in the amount of \$57.59.

4.3 APPROVE REAL ESTATE CHANGE OF VALUE NOTICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), 1740 real estate change of value notices.

4.4 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 10:22 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:22 a.m.

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, November 1, 2011.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:23 a.m.