

Commissioners:

JEFF C. WHEELAND
Chairman

ERNEST P. LARSON
Vice Chairman

TONY R. MUSSARE
Secretary



ANN M. GEHRET
*Director of Administration
and Chief Clerk*

N. RANDALL SEES
Solicitor

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**Minutes of the Meeting of
January 12, 2012
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Wheeland - Present
Commissioner Larson - Absent
Commissioner Mussare - Present

Solicitor Sees - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland convened the Commissioners Meeting 10:02 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mussare 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 2012-04. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2012-04 relating to PIB Loan documents.
- 2.2 APPROVE PSA WITH BEITMEN & HUYETT. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved amendment to professional service agreement with Beitmen and Huyett for Prison.
- 2.3 APPROVE GRANT APPLICATION WITH PA DEPT OF HEALTH. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved grant application in the amount \$5,000 to the PA Department of Health.

2.4 APPROVE 2012 AG LAND PRESEERVATION FUNDS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved 2012 Certification of County Funds for the Ag Land Preservation Program in the amount of \$58,309.

2.5 APPROVE PSA WITH EATON CORP. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Eaton Corporation for UPS at DPS.

Mr. Wheeland recessed the Commissioners' Meeting at 10:05 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. Mussare and passed (3-0), approved Bradley M. Lusk as full time replacement Correctional Officer I - Relief - COI - \$12.83/hour effective 1/15/2012.

3.3 COURTS - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved John G. Heck as part time replacement Bailiff - Pay grade 2 - \$10.16/hour effective 1/17/2012, not to exceed 1,000 hours annually.

3.4 RMS - TRANSFER STATION - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Theodore O. Mutschler as full time replacement Truck Driver - Pay grade 6 - \$15.39/hour effective 1/16/2012.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:06 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:06 a.m.

4.2 APPROVE REAL ESTATE EXEMPTIONS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved real estate exemptions:
Parcel 21-004-400 -999 for Trinity United Methodist Church.
Parcel 26-012-653 for Skills of Central PA.

4.3 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved real estate refunds:

Parcel 28-263-107 for Patricia Prentiss in the amount of \$44.96.
Parcel 48-003-116 for Robert Hazen in the amount of \$27.17.
Parcel 15-004-103 for Road Knights in the amount of \$22.13.
Parcel 12-331-149 for Charlotte Shoalts in the amount of \$51.18.
Parcel 24-268-133 for Donald Mecum in the amount of \$36.32.

4.4 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), adjourned the Board of Assessment Appeals at 10:07 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:07 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is seeking a solicitor for the Assessment Office.

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, January 17, 2012.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:08 a.m.