

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
February 2, 2012
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Wheeland - Present
Commissioner Larson - Present
Commissioner Mussare - 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. Mussare and passed (3-0), 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 2012-05. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-05 for donating surplus equipment to the Law Enforcement Agency.
- 2.1 ADOPT RESOLUTION 2012-06. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-06 for donating surplus equipment to the Hughesville Police Department.
- 2.3 APPROVE REVISION TO POLICY 511. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved revision to Policy 511 (Uniform Policy) - of the policy and procedure manual.

- 2.4 APPROVE AGREEMENT FOR ISRP FUNDS FOR BRODART PROJECT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved agreement from DCED for ISRP funds relating to the Brodart project in the amount of \$85,000.
- 2.5 APPROVE PURCHASE FROM SUNBURY MOTOR COMPANY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase from Sunbury Motor Company for 1- New 2012 Ford F-750 Hook Lift Truck with accessories off of COSTARS contract in the total amount of \$101,107.
- 2.6 APPROVE AIR POLLUTION CONTROL ACT COMPLIANCE FORM. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the air pollution control act compliance review form and authorize the chairman to sign.
- 2.7 APPROVE AMENDMENT TO AGREEMENT WITH UNIFIRST CORP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 1 to agreement for rental uniform service with Unifirst Corporation for additional items.
- 2.8 APPROVE MODIFICATION TO AGREEMENT WITH CINTAS CORP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved modification to agreement with Cintas Corp. that was awarded on 12/15/2011.
- 2.9 APPROVE EXTENSION TO AGREEMENT WITH CINTAS CORP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved rental uniform services agreement with Cintas Corporation extending it to March 31, 2012, not to exceed \$6,000.
- 2.10 APPROVE PROFESSIONAL SERVICE AGREEMENT WITH DELL MARKETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Dell Marketing for accounting software at RMS.
- 2.11 APPROVE QUOTE FROM DELL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Dell for CAD replacement servers off of COSTARS contract in the amount of \$16,323.
- 2.12 APPROVE PSA WITH REAL SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional services agreement with Real Solutions for flood damage reduction planning services for \$12,200.
- 2.12 APPROVE QUOTE FROM MOTOROLA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Motorola for batteries in the amount of \$18,079.20
- 2.12 APPROVE PSA WITH NORTHWESTERN ACADEMY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved renewal

of professional service agreement with Northwestern Academy for JPO.

2.12 APPROVE PSA WITH CLEAR VISION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved renewal of professional service agreement with Clear Vision for JPO.

Mr. Wheeland recessed the Commissioners' Meeting at 10:24 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 CONTROLLER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Anthony S. Kelley as part time replacement Clerk I - Pay grade 2 - \$10.16/hour effective 2/6/2012, not to exceed 1,000 hours annually.

3.3 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:24 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:24 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners recognized Barb Steinruck on her retirement. Luann Yohn spoke on her exceptional service to the County.

5.2 The Commissioners presented the following Service Pins:

10 years:

Brian Rockwell Sheriff.

Dorothy Thomas DRO.

Stephanie Kaufman DRO.

20 years:

Howard Persun Information Services.

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, February 7, 2012.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:25 a.m.