

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
April 19, 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 10:00 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.

Mr. Wheeland recessed the Commissioners' Meeting at 10:04 a.m.

Mr. Wheeland convened the final 2012 CDBG Public Hearing. Bill Lowthert detailed the aspects of the Community Development Block Grant Program. He then asked for comments from those applicants present.

Diane Glenwright from the YWCA thanked the Commissioners. Rain Onassis from Franklin Township also thanked the Commissioners. Kevin Mitcheltree from STEP thanked the Commissioners for the partnership.

Mr. Wheeland adjourned the public hearing at 10:09 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:09 a.m.

2.0 ACTION ITEMS

- 2.1 ADOPT RESOLUTION 2012-15. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-15 for the 2012 CDBG application.
- 2.2 ADOPT RESOLUTION 2012-16. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-16 to declare property as surplus.
- 2.3 ADOPT RESOLUTION 2012-17. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-17 for the donation of surplus property.
- 2.4 APPROVE PSA WITH GEISINGER/DR. BRUNO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Geisinger/Dr. Bruno for the District Attorney's office not to exceed \$25,000.
- 2.5 APPROVE SUPERVISION FUND AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved supervision fund agreement 2012-2017 for the Adult Probation Office.
- 2.6 APPROVE GRANT-IN-AID. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved grant-in-aid for 2012-2017 for the Adult Probation Office.
- 2.7 APPROVE INTERMEDIATE PUNISHMENT GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Intermediate Punishment grant application and sentencing authorization for Pre-Release.
- 2.8 APPROVE MOU WITH GAMBLE TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved memorandum of understanding for zoning with Gamble Township.
- 2.9 APPROVE PSA WITH GEODECISIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Geodecisions, a division of Gannett Fleming Inc. for maintenance of LycoMap.
- 2.10 APPROVE PSA WITH MICHAEL BAKER JR. INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Michael Baker Jr. Inc for Risk Map Phase II.
- 2.11 APPROVE PSA WITH RAUP, WILEY & SHOLDER. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Raup, Wiley & Sholder Attorneys at Law for the assessment office solicitor not to exceed \$14,400/annually.

2.12 APPROVE HSHF CONTRACT AMENDMENTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Human Services Development Fund contract amendments to reflect a 5% reduction in funding for the period July 1, 2011 to June 30, 2012:

- Jersey Shore Summer Recreation Program for Life Skills Education services in the amount of \$4,750.
 - Campbell Street Family, Youth and Community Association (The Center) for Life Skills Education services in the amount of \$9,500.
 - American Rescue Workers for Emergency Shelter services in the amount of \$9,500.
 - Community Alliance For Progressive Positive Action (CAPPA) for Life Skills Education services in the amount of \$7,125.
 - Big Brothers/Big Sisters of the Central Susquehanna Valley for Life Skills Education services in the amount of \$4,750.
 - Confer Home Health Services, LLC for adult homemaker services in the amount of \$19,000.
- YWCA, Liberty House for emergency shelter services in the amount of \$7,125.

2.13 APPROVE CWS CONTRACTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved child welfare services contracts for the period July 1, 2011 through June 30, 2012: Community Services Group, Chariots Program (foster care and CRR Host Home Care) \$28.87 to \$144.03/day.

2.14 APPROVE CHANGE ORDER TO LCLF. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved change order No-4 to 11 LCLF-11 CP.

2.15 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA Change - Domestic Relations - eliminate one Clerk I position effective 4/29/12.

Mr. Wheeland recessed the Commissioners' Meeting at 10:17 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was absent.

3.2 DOMESTIC RELATIONS - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the promotion of Carla J. Sennett to full time replacement Clerk III - Pay grade 4 - \$12.95/hour effective 4/29/12.

3.3 DISTRICT ATTORNEY - DUI CENTER - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Jim Dorman as part time replacement Special Detective - Pay grade DUI 2 -

\$15.64/hour effective 4/20/12, not to exceed 1,000 hours annually.

3.5 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:18 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:18 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the following real estate refunds:

Parcel 12-331-155.A for Celia VanCampen in the amount of \$394.78.
Parcel 43-012-103.A for Brian & Tina Dippery in the amount of \$183.97.
Parcel 48-252-126 for McCloskey Rev Trust in the amount of \$68.71.
Parcel 56-291-127 for Bill & Barbara Gray in the amount of \$61.71.
Parcel 19-001-611 for John & Lenora Pisarcik in the amount of \$1.68.
Parcel 45-366-163-023 for Marshall Flanigan in the amount of \$37.74.
Parcel 71-013-237 for Raymond Hauser in the amount of \$65.62.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Board of Assessment Appeals at 10:19 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:19 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced Lycoming County is requesting bids for surplus property.

5.2 Mya Toon announced Lycoming County is requesting bids for bread products.

5.3 Dan Dorman announced LCRMS is requesting bids for AWD Slope Mower.

5.4 The Commissioners recognized Ann Hearton upon her retirement. Coroner Keissling spoke on her service.

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, May 1, 2012. There will be no meetings April 24 & 26.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:20 a.m.