

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  
September 20, 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 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contract for food products to the following on a per item as needed basis:  
Keyco Distributors.  
Benjaman Foods.  
Feesers, Inc.
- 2.2 APPROVE PSA WITH OASIS MANAGEMENT SYSTEMS, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service contract with OASIS Management Systems, Inc. for inmate commissary services at the Prison and Pre Release Center for a period of 3 years.

- 2.3 APPROVE AGREEMENT WITH WELLS FARGO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved assignment and assumption agreement with Wells Fargo.
- 2.4 APPROVE ROLLOUT OF NACO DENTAL PLAN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved rollout of NACo dental plan.
- 2.5 APPROVE 904 PERFORMANCE GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2011 904 performance grant application to DEP.
- 2.6 APPROVE AGREEMENT WITH BASSETT ENGINEERING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved agreement with Bassett Engineering for bridge inspection.
- 2.7 APPROVE AMENDMENT TO PITNEY BOWES AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to agreement with PitneyBowes for SendSuite services extending it to November 30, 2013.
- 2.8 APPROVE PSA WITH SCHUYLKILL MOBIL FONE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Schuylkill Mobil Fone not to exceed \$18,000/annually.
- 2.9 APPROVE RIGHT OF WAY AGREEMENT WITH DCNR. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved right of way agreement with DCNR for the utility lines serving the Shrivvers Ridge tower site.
- 2.10 APPROVE RIGHT OF WAY AGREEMENT WITH DCNR. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved right of way agreement with DCNR for the Shrivvers Ridge tower site.
- 2.11 APPROVE PURCHASE FROM TOWER SERVICES UNLIMITED. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of two new equipment shelters for the Bald Eagle and Shrivvers Ridge tower sites from Tower Services Unlimited in the total amount of \$126,735.
- 2.12 APPROVE PSA WITH GEORGE JR. REPUBLIC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2012-2013 professional service agreement with George Jr. Republic for JPO.
- 2.13 APPROVE AGREEMENT WITH MULTI HEALTH SYSTEMS INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved licensing agreement with Multi-Health Systems Inc. for JPO.

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

**3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.

3.2 PUBLIC DEFENDER - A motion by Mrs. Miller and seconded by Mr. Larson and passed (4-0), approved Robert Cronin as full time replacement assistant public defender - Union - \$50,752.53/annually effective 9/24/12.

3.3 PROTHONOTARY - A motion by Mrs. Miller and seconded by Mr. Larson and passed (4-0), approved Lisa M. Salvatori as full time replacement Clerk III - Pay grade 4 - \$12.95/hour effective 9//24/12.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:18 a.m.

*Mr. Wheeland reconvened the Commissioners' Meeting at 10:18 a.m.*

**6.0 PUBLIC COMMENT.** Mr. Wheeland opened the floor to public comment and the following were received:

Scott Miller of Tucker Street in Williamsport asked why a reassessment needs to be revenue neutral. He feels that is un-American, and that property values have to be more balanced.

**7.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, September 25, 2012.

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