

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

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
September 27, 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 10:06 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 2012-32. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-32 declaring property as surplus.
- 2.2 APPROVE BILL OF SALE TO PENN COLLEGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved bill of sale to Penn College of Technology for Fuelmaker FM4 vehicle refueling appliance.
- 2.3 APPROVE AMENDMENT 1 TO PSA WITH SEEDWAY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 1 to professional services agreement with Seedway, Inc. for seed & fertilizer.

- 2.4 APPROVE AMENDMENT 2 TO PSA WITH CRAFT OIL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 2 to professional services agreement with Craft Oil Corporation for lubrication products.
- 2.5 ADOPT RESOLUTION 2012-33. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-33 for adopting a Hazardous Materials Emergency Response Plan for Unconventional Well Sites.
- 2.6 ADOPT RESOLUTION 2012-35. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-35 relating to the Right of Way agreements for Shrivens Ridge tower site.
- 2.7 ADOPT RESOLUTION 2012-34. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2012-34 for Emergency Solutions Grant application.
- 2.8 APPROVE GRANT APPLICATION TO DCED. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Emergency Solutions Grant application to DCED in the amount of \$193,002.
- 2.9 APPROVE PLGIT CD IA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved PLGIT CD IA application to open an account for 2012 bond proceeds.
- 2.10 APPROVE PLGIT LC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved PLGIT LC for the portfolio agreement for the 2012 bond proceeds.
- 2.11 APPROVE AMENDMENT TO PSA WITH DONALD MARTINO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional services agreement with Donald Martino for juvenile attorney, increasing the contract to \$40,000/annually.
- 2.12 APPROVE AMENDMENT TO PSA WITH W. JEFFREY YATES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional services agreement with W. Jeffrey Yates for juvenile attorney, increasing the contract to \$40,000/annually.
- 2.13 APPROVE RENEWAL OF PSA WITH DONALD MARTINO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved renewal of professional service agreement with Donald Martino to serve as conflicts attorney in the amount of \$35,000/annually effective 10/1/2012.
- 2.14 APPROVE PSA WITH TRISHA HOOVER. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Trisha Hoover to serve as

conflicts attorney in the amount of \$35,000/annually effective 10/1/2012.

Mr. Wheeland recessed the Commissioners' Meeting at 10:13 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 the reclassification of Jennifer L. Thompson as full time Senior Internal Auditor - Pay grade 9 - \$42,093.43/annually effective 10/28/12.

3.3 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Joseph L. DeFrancesco as full time Sergeant - Pay grade 9 - \$24.70/hour effective 11/25/12.

3.4 PRE-RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Tina M. Swales as full time Resident Supervisor - Pay grade 6 - \$15.39/hour effective 10/14/12, and Pre-Release - Lucas R. Mahaffey as full time replacement Resident Supervisor - Pay grade 5 - \$14.13/hour effective 10/1/12.

3.5 ADULT PROBATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of Jynara D. Kibler as full time replacement Probation Officer - Pay grade 8 - \$18.39/hour effective 10/14/12, and Adult Probation - promotion of Luke I. Ellison as full time replacement Probation Officer - Pay grade 8 - \$18.39/hour effective 9/30/12.

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:15 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:15 a.m.

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

The Commissioners thank Dave Thompson from the Sun Gazette for his hard work over the past several years in covering the Commissioners' meetings.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, October 2, 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 10:19 a.m.