

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
October 18, 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 APPROVE AMENDMENT 1 TO PSA WITH HESCO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 1 to professional service agreement with Highway Equipment and Supply Company.
- 2.2 APPROVE AMENDMNET TO PSA WITH WEST BRANCH PETROLEUM. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with West Branch Petroleum Equipment Co.
- 2.3 APPROVE PSA WITH FIRETREE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Firetree, Ltd. for JPO.

- 2.4 APPROVE PSA WITH OUTSIDE IN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Outside In for JPO.
- 2.5 APPROVE PSA WITH YOUTH SERVICES AGENCY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Youth Services Agency for JPO.
- 2.6 APPROVE PSA WITH DON MARTINO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Donald F. Martino, Esq.
- 2.7 APPROVE SUB CONTRACT WITH UNITED WAY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved subrecipient contract with Lycoming County United Way for the Homeless Assistance Program.
- 2.8 APPROVE INVOICE FROM PTS OF AMERICA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved invoice from PTS of America LLC in the amount of \$3,731.
- 2.9 APPROVE AGREEMENT WITH WRIGHT EXPRESS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved fuel card agreement with Wright Express for the Sheriff's Office.

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

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 RMS - RESOURCE RECOVERY - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved reclassification of Douglas P. Leonard as full time Tubgrinder Operator - Pay grade 6 - \$17.24/hour effective 10/14/12.
- 3.3 DA - DUI CENTER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Raymond O. Kontz III as part time replacement Special Detective - DUI 2 - \$15.64/hour effective 10/19/12, not to exceed 1,000 hours annually.
- 3.4 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:19 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:19 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	Owner	Amount
11-290-137.31	William & Donna Kosmer	\$112.88.
52-001-867	Chad Day	\$ 42.05.
02-389-102.A	James & Joann Ertel	\$ 33.86.
61-005-513	Barry Eck	\$ 25.82.

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 Deb Duffy announced the FY 2012-2013 Human Services plan.

5.2 The Commissioners presented blue jean Friday money to Jim Campbell for HOPE.

5.3 The Commissioners presented the following service pins:
20 years:

Kathy Rinehart	R&R.
Christopher Ebner	Prison.

10 years

Sandy Adams	Voter Services.
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6.0 PUBLIC COMMENT. Mr. Wheeland opened the floor to public comment none were received.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, October 23, 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 10:21 a.m.