

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  
November 29, 2012  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner Wheeland - Absent  
Commissioner Larson - Present  
Commissioner Mussare - Present

Solicitor Sees - Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mr. Larson convened the Commissioners Meeting 10:01 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Larson opened the floor to public comment on agenda items only, and none were received.

***Mr. Larson recessed the Commissioners' Meeting at 10:02 a.m.***

Newberry Estates Limited Partnership TEFRA Hearing  
Ramiro Carbonell, legal counsel for Newberry Estates Limited Partnership, explained the purpose of the hearing and the bonds that would be issued by the Berks County Industrial Development Authority.

Mr. Larson opened the floor to public comment, and none were received.

Mr. Mussare extended his gratitude for coming into this county and doing this project, as it means a lot to the County.

Mr. Larson closed the public hearing at 10:06 a.m.

***Mr. Larson reconvened the Commissioners' Meeting at 10:06 a.m.***

## 2.0 ACTION ITEMS

- 2.1 ADOPT RESOLUTION 2012-40. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), adopted resolution 2012-40 for Newberry Estates Limited Partnership.
- 2.2 APPROVE PSA WITH NHS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with NHS for Juvenile Probation Office.
- 2.3 APPROVE PSA WITH CENTER COUNTY YOUTH SERVICES BUREAU. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Center County Youth Services Bureau for Juvenile Probation Office.
- 2.4 APPROVE AMENDMENT TO FRY'S FIRE SYSTEM AGREEMENT. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved amendment to agreement with Fry's Fire Systems for fire extinguisher maintenance extending it to 12/31/2013.
- 2.5 APPROVE AGREEMENT WITH SUN GAZETTE. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved 2013 retail advertising agreement with the Williamsport Sun Gazette.
- 2.6 APPROVE PURCHASE FROM SPECLIN EMERGENCY VEHICLE SALES. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved (2) coroner vehicle conversions through Speclin Emergency Vehicle Sales in the total amount of \$44,446 off of state contract.
- 2.7 APPROVE AGREEMENT WITH LNDC. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved Act 137 agreement with Lycoming Neighborhood Development Corporation in the amount of \$50,000.
- 2.8 AWARD CONTRACT FOR EWP PROJECTS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), awarded contract to Glenn O. Hawbaker for the following EWP projects:
- LY-011-005 - \$10,575.00.
  - LY-011-006 - \$55,600.00.
  - LY-011-012 - \$47,000.00.
  - LY-011-016 - \$48,600.00.
  - LY-011-030 - \$61,950.00.
- 2.9 AWARD CONTRACT FOR EWP PROJECT. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), awarded contract to Dycon Construction for the following EWP project: LY-011-029 - \$49,030.00.

- 2.10 APPROVE 2012 CDBG CONTRACT. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved 2012 CDBG contract in the amount of \$251,254.
- 2.11 APPROVE AMENDMENT 2 TO PSA WITH AMEC. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved amendment 2 to professional service agreement with AMEC.
- 2.12 APPROVE PSA WITH CONTRAST COMMUNICATIONS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Contrast Communications.
- 2.13 APPROVE INVOICES FROM PTS OF AMERICA. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved the following invoices from PTS of America:
- in the amount of \$1,396.50.
  - in the amount of \$587.10.
- 2.14 APPROVE PSA WITH WOLYNIEC CONSTRUCTION. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Wolyniec Construction for snow removal services.
- 2.15 APPROVE PSA WITH SIMPLEX GRINNELL. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Simplex Grinnell.
- 2.16 APPROVE PURCHASE FROM CLEVELAND BROTHERS EQUIPMENT CO. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved purchase from Cleveland Brother Equipment Company, Inc, of 1- New 2012 Caterpillar 906H2 Compact Wheel Loader with accessories in the total amount of \$65,500.
- 2.17 APPROVE TDA CHANGES. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved TDA change - in DPS - Communications - add one full time Communications Manager position, Pay grade 10, and District Attorney - creation of Central Processing Center - creation of 2 Central Processing Officers effective 11/26/12.
- 2.18 APPOINT TO BOARDS/AUTHORITIES. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), appointed to the following (see attached):
- Lycoming County Conservation District (4 year terms).
  - Lycoming County Water and Sewer Authority (5 year term).
  - SEDA-COG Board of Directors (1 year term).
  - SEDA-COG Joint Rail Authority Board of Directors (4 year term).

**Mr. Larson recessed the Commissioners' Meeting at 10:19 a.m.**

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 DPS - COMMUNICATIONS - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved the promotion of Sandra L. Holdren to full time Communications Manager - Pay grade 10 - \$63,109.80/annually effective 12/9/2012.

3.3 RMS - SUPPORT SERVICES - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Larry L. Witmer as part time replacement Custodial Worker - Pay grade 1 - \$9.35/hour effective 12/3/2012, not to exceed 1,000 hours annually.

3.4 DA - CENTRAL PROCESSING - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Kenneth T. Schriener as part time Central Processing Officer - CPO - \$15.64/hour effective 11/26/12, not to exceed 1,000 hours annually, and DA -Central Processing Center - Sidney E. Gable as part time Central Processing Officer - CPO - \$15.64/hour effective 11/26/12, not to exceed 1,000 hours annually.

3.5 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:22 a.m.

### **4.0 BOARD OF ASSESSMENT APPEALS**

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Larson convened the Board of Assessment Appeals at 10:22 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved the following real estate refunds:  
Parcel 15-309-153.B for Mark & Christina Weitlich in the amount of \$44.63.  
Parcel 28-224-101 for PA General Energy in the amount of \$43.33.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), adjourned the Board of Assessment Appeals at 10:22 a.m.

***Mr. Larson reconvened the Commissioners' Meeting at 10:22 a.m.***

**6.0 PUBLIC COMMENT.** Mr. Larson opened the floor to public comment and none were received.

**7.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. Larson announced the next regularly scheduled meeting as a work session on Tuesday, December 4, 2012.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), adjourned the Commissioners' Meeting at 10:23 a.m.

**Lycoming County Conservation District (4 year terms)**

Joseph Radley		12/31/2014
Denise Tobin		12/31/2014
Ernie Larson (Commissioner)	<i>Re-Appointed</i>	12/31/2013
Carl Schlappi		12/31/2015
Paul Wentzler		12/31/2015
Larry Fry		12/31/2013
Bill Messersmith		12/31/2013

**Lycoming County Water and Sewer Authority (5 year term)**

Don Konkle		1/1/2016
Mary Bennardi		1/1/2016
Scott Slocum		1/1/2016
Charley Hall	<i>Re-Appointed</i>	1/1/2018
Bob Hippensteil	<i>Re-Appointed</i>	1/1/2018
James Carpenter		1/1/2014
Richard Haas		1/1/2014
Jan Ransdorf		1/1/2015
Paul Wentzler		1/1/2015

**SEDA-COG Board of Directors (1 year term)**

Jeff Wheeland	<i>Re-Appointed</i>	1/1/2014
Jim Dunn	<i>Re-Appointed</i>	1/1/2014

**SEDA-COG Joint Rail Authority Board of Directors (4 year term)**

Jerry S. Walls	<i>Re-Appointed</i>	12/31/2016
Scott Harvey	<i>Re-Appointed</i>	12/31/2016