

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
December 6, 2012
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Sees - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland 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. Wheeland and passed (2-0), 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 2012-41. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2012-41 for the CYS line of credit.
- 2.2 AWARD CONTRACT TO ACS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), awarded contract for digitalization and dissemination of records Phase II to ACS in the amount of \$283,031.10.
- 2.3 APPROVE AGREEMENT WITH ENTERPRISE RENT-A-CAR. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved agreement with Enterprise Rent-A-Car for 2013 rental vehicles.

- 2.4 APPROVE PSA WITH INFOCON. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved renewal of professional service agreement with INFOCON for tax collection software support.
- 2.5 APPROVE PSA WITH INFOCON. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved renewal of professional service agreement with INFOCON for virtual private network and network access fee.
- 2.6 APPROVE AGREEMENT WITH VALUE PAYMENT SYSTEMS, LLC. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved the service agreement with Value Payment Systems, LLC, for online tax payment.
- 2.7 APPROVE INVOICE FROM GANNETT FLEMING, INC. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved invoice from Gannett Fleming, Inc for renewal of GeoPlan Licenses in the amount of \$4,375.
- 2.8 APPROVE PSA WITH IMR. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with IMR for FullCourt case management software and OnBase imaging software systems not to exceed \$133,169.
- 2.9 APPROVE AGREEMENT WITH SELINGSGROVE BOROUGH. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved drop off recycling agreement with the Borough of Selingsgrove.
- 2.10 APPROVE PSA WITH SITECH ALLEGHENY. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Sitech Allegheny for GPS Equipment and Accessories installation and maintenance through December 31, 2015.
- 2.11 APPROVE APPOINTMENTS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved the following appointments (see attached):
Lycoming County Housing Authority: 5 year term.
Williamsport Municipal Airport Authority: 5 year term

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 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Jordan C. Baker as full

time replacement Resident Supervisor - Pay grade 5 - \$14.13/hour effective 12/23/12.

3.3 ADJOURN SALARY BOARD. A motion by Mrs. Rogers 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. Mussare and seconded by Mr. Wheeland and passed (2-0), approved two real estate refunds:

Parcel 16-002-608 for Timberwolf Land Co. in the amount of \$110.94.
Parcel 32-313-149.E for John Cropper in the amount of \$14.21.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), 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 The Commissioners presented the following service awards:
10 years

Gary Fox	IS/Printing.
Rhonda Ulrich	Prison.
William VanCampen	Mgt Info.

20 years

Sandra Murray	Mgt Info.
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5.2 The Commissioners presented Blue Jean Friday donation to Saving Grace. Karen Tindal-Short was present to accept it on behalf of the organization.

5.3 Mya Toon announced that Lycoming County is requesting bids for powered stretchers and powered cot loading systems.

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

Scott Miller of Tucker Street in Williamsport commented that he was happy to see an increase in the expansion of the recycling program. He also asked about the senior housing project, and why the cost was so great.

Mr. Mussare introduced Daniel Johnson, of Bowling Green Ohio and the founder of PANDAA (People Against the National Defense Authorization Act).

Also present were Nick DeFonte and Tom Henderson.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, December 11, 2012.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:28 a.m.

Lycoming County Authorities, Boards and Commissions Appointments by the Board of Commissioners

Lycoming County Housing Authority (5 year term)

Alfreda Baer		12/31/2015
Henry Frey, Jr.		12/31/2016
George Girio	<i>Re-Appointed</i>	12/31/2015
Dorothy Engel		12/31/2013
Kenneth Young		12/31/2014

Williamsport Municipal Airport Authority (5 year term)

Rebecca Burke		12/31/2016
Bill Martin	<i>Re-Appointed</i>	12/31/2017
Ryan Tira	<i>Re-Appointed</i>	12/31/2017
Chris Logue	<i>Re-Appointed</i>	12/31/2017
Mark Murawski		12/31/2013
Atwood Welker		12/31/2014
T. Michael Hughes		12/31/2014