

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
January 31, 2013
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Wheeland - Present until item 2.3.
Commissioner Larson - Present
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. 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.

Mr. Wheeland recessed the Commissioners' Meeting at 10:07 a.m.

Mr. Wheeland convened the TEFRA Public Hearing for Williamsport Home.
Ann Pepperman, solicitor to the Lycoming County Authority, explained this is for financing for up to \$5 million. She added that this is a private placement bond to be purchased by a single bank.
Don Pote, Executive Director of Williamsport Home described the project to be funded as an annex to the existing building. The project will take approximately 12 months to complete.
The floor was opened to public comment and none was received.
The hearing was closed at 10:11 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:11 a.m.

2.0 ACTION ITEMS

- 2.1 ADOPT RESOLUTION 2013-03. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-03 for the Williamsport Home.
- 2.2 ADOPT RESOLUTION 2013-04. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-04 declaring property as surplus.
- 2.3 APPROVE PSA WITH SUSQUEHANNA HEALTH LAB SERVICES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Susquehanna Health Lab Services.
- 2.4 APPROVE AGREEMENT WITH US DEPT. OF JUSTICE. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved equitable sharing agreement and certification document with US Dept. of Justice for the District Attorney's Office.
- 2.5 APPROVE PSA WITH GLEN MILLS. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Glen Mills for JPO.
- 2.6 APPROVE PSA WITH DOMINION VOTING . A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved license agreement with Dominion Voting for software.
- 2.7 APPROVE PSA WITH MICHAEL BAKER JR. INC. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Michael Baker, Jr. Inc. not to exceed \$14,145.
- 2.8 APPROVE PSA WITH BASSETT ENGINEERING. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved professional service agreement with Bassett Engineering.
- 2.9 APPROVE AGREEMENT WITH PENNDOT. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), approved agreement with PennDOT for electronic access to grants database.

Mr. Larson recessed the Commissioners' Meeting at 10:13 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.
- 3.2 DPS - COMMUNICATIONS - A motion by Mrs. Miller and seconded by Mr. Mussare and passed (3-0), approved Kevin W. Cromley as full time replacement Telecommunicator I - Pay grade 5 - \$14.55/hour effective 2/4/2013..

3.3 MAINTENANCE - A motion by Mrs. Miller and seconded by Mr. Mussare and passed (3-0), approved Kevin W. Cromley as full time replacement Telecommunicator I - Pay grade 5 - \$14.55/hour effective 2/4/2013..

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:29 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Larson convened the Board of Assessment Appeals at 10:21 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 48-233-0102 for Roger & Catherine Bachle in the amount of \$57.00.
Parcel 29-170-0112 for Robert Knowlden in the amount of \$154.94.
Parcel 34-005-0112 for Carol Savoy Realty in the amount of \$169.16.

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 10:29 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented a JWD pin to Lynn Cunningham. Mark Murawski commented on the 100% accuracy rates of the traffic counts that Mr. Cunningham conducted, calling him the "Father of traffic counting in PA."

5.2 Megan Lehman announced the 2013 Municipal Training Series.

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, February 5, 2013.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Mussare and seconded by Mr. Larson and passed (2-0), adjourned the Commissioners' Meeting at 10:29 a.m.