

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
April 18, 2013
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Assistant Solicitor Woodward - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland convened the Commissioners Meeting 10:02 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 2013-09. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved resolution 2013-09 authorizing Chairman to sign the grant agreement with PennDoT.

2.2 APPROVE GRANT AGREEMENT WITH PENNDOT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved WATS Transportation and Planning Program agreement with PennDoT in the amount of \$191,161.

- 2.3 ADOPT RESOLUTION 2013-10. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved resolution 2013-10 declaring property as surplus valued in excess of \$1,000.
- 2.4 ADOPT RESOLUTION 2013-11. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-11 declaring property as surplus valued less than \$1,000.
- 2.5 APPROVE AMENDMENT TO AGREEMENT WITH PARIS HEALTHCARE LINEN SERVICE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to agreement with Paris Healthcare Linen Services extending it to April 10, 2014.
- 2.6 APPROVE QUOTE FROM SENTINEL TECHNOLOGY GROUP, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Sentinel Technology Group, Inc. in the amount of \$12,888.19 from Costars contract.
- 2.7 APPROVE QUOTE FROM SHAW INDUSTRIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Shaw Industries in the amount of \$12,490.42 for 5th floor TSP carpeting from Keystone Purchasing Network.
- 2.8 APPROVE QUOTE FROM SUPPLY SOURCE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Supply Source for workstations in the amount of \$26,849.40 from state contract.
- 2.9 APPROVE 903 GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 903 grant application to DEP.
- 2.10 APPROVE 2011 RECYCLING GRANT RECEIPT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2011 recycling performance grant award in the amount of \$146,499.

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

The Commissioners held an executive session to discuss current employees.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:21 a.m.

- 2.11 APPROVE PSA WITH ANN DIGGAN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved

professional service agreement with Ann Diggan for court reporter services not to exceed \$30,000/annually.

2.12 APPROVE PSA WITH DAWN SWEELY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional servicewith Dawn Sweely for court reporter services not to exceed \$30,000/annually.

Mr. Wheeland recessed the Commissioners' Meeting at 10:23 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 Cristina L. Gilson as part time replacement Clerk I - Pay grade 2 - \$10.46/hour effective 4/22/13, not to exceed 1,000 hour annually.

3.3 PUBLIC DEFENDER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Jenna Neidig as full time replacement Assistant Public Defender - Union - \$51,260.05/annually effective 4/22/13.

3.4 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Cody J. Fowler as full time replacement Correctional Officer Relief - COI - \$14.35/hour effective 4/29/13.

3.5 PCD/ASSESSMENT - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Dannielle D. Buries as full time replacement Clerk I - Pay grade 2 - \$11.27/hour effective 4/22/13.

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:25 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:25 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting bids for bread products.

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

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, April 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 10:32 a.m.