

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
June 27, 2013
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 10:00 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 AWARD CONTRACT FOR HMGP FLOOD ACQUISITION PROJECTS 1 & 2. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved contracts for the following to Steinbacher Enterprises:

ITB for HMGP Flood Acquisition Project 1 in the amount of \$46,525.
ITB for HMGP Flood Acquisition Project 2 in the amount of \$106,570.

2.2 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved contract

for food products on a per item basis to the following: Keyco Distributors, Benjamin Foods & Feesers.

- 2.3 REJECT BIDS FOR INMATE DETENTION SUPPLIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), rejected bids for Inmate detention supplies opened June 11, 2013.
- 2.4 APPROVE PURCHASE FROM PHILLIPS SUPPLY HOUSE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase from Phillips Supply House of color printer in the amount of \$12,500 off of COSTARS contract.
- 2.5 APPROVE COMMISSION AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved commission agreement with Fish Commercial group in the amount of \$34,891.44.
- 2.6 APPROVE PAYMENT TO BEARINGS & DRIVE UNLIMITED. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved payment of invoice from Bearings & Drive Unlimited in the total amount of \$534.70.
- 2.7 ADOPT RESOLUTION 2013-14. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-14 for funding commitment for Mifflin Township Recreation Area.
- 2.8 AWARD CONTRACTS FOR LCPC ENGINEERING SERVICES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contracts for LCPC engineering services for primary engineering consultant to Brinjac Engineering and back-up engineering consultant to Rettew Associates.
- 2.9 APPROVE SUBRECIPIENT AGREEMENT WITH STEP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved subrecipient agreement with STEP for PHARE Grant in the amount of \$200,000.
- 2.10 APPROVE EASEMENT WITH JULIAN MENTZ. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved easement agreement with Julian Mentz for right of way.
- 2.11 APPROVE AMENDMENT TO PSA WITH GEORGE JR. REPUBLIC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with George Jr. Republic extending the contract for Juvenile Probation Office to June 30, 2014.

2.12 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA change - Sheriff - addition of one part time clerk I pay grade 2.

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

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.

3.2 PRISON - A motion by Mrs. Miller and seconded by Mr. Mussare and passed (3-0), approved Marie A. Lorimer as full time replacement Correctional Officer Relief (M/F) - COI - \$14.35/hour effective 6/30/13, and Prison - Zachary Andrews as full time replacement Correctional Officer Relief - COI - \$14.35/hour effective 7/8/13, and Prison - Travis A. Stroble as full time replacement Correctional Officer Relief (Reserve) - COI - \$14.35/hour effective 7/8/13.

3.3 COURTS - JUDGE MCCOY - A motion by Mrs. Miller and seconded by Mr. Mussare and passed (3-0), approved Jenna Neidig as full time replacement Law Clerk II - Pay grade 11 - \$48,341.42/annually effective 7/7/13.

3.4 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:20 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:20 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting bids for Muncy Area Corridor Access Management Plan.

5.2 Mya Toon announced that Lycoming County is requesting bids for inmate detention supplies.

5.3 The Commissioners presented the following service pins:

10 year:

Wendy Keefer-Dehart DRO.

20 year:

Cherie Rogers RMS.

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, July 11, 2013. There will be no meetings July 2 & 4.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:22 a.m.