

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
August 29, 2013
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Wheeland - Present
Commissioner Larson - Present
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 APPROVE MOU WITH NIPPENOSE TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved memorandum of understanding with Nippenose Township for Zoning Services.

2.2 APPROVE PSA WITH ARRAYA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Arraya for VMWare upgrade off of Costars contract in the amount of \$15,985.

- 2.3 APPROVE PSA WITH COMMUNITY SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Community Solutions for JPO.
- 2.4 APPROVE PURCHASE FROM EAGLE RIDGE CONTRACTING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase from Eagle Ridge Contracting in the amount of \$33,650 for the repair of exterior wall joints of the Third Street Plaza building.
- 2.5 APPROVE PURCHASE FROM MCCARTHY TIRE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of heavy equipment tires from McCarthy Tire in the amount of \$19,500.
- 2.6 APPROVE AMENDMENT TO PSA WITH CRAFT OIL CORP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the amendment to agreement with Craft Oil Corporation for lubrication products extending it for one year.
- 2.7 APPROVE CONTRACT WITH TRC ENVIRONMENTAL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved contract with TRC Environmental Corporation for environmental assessment in the amount of \$308,325.
- 2.8 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA change - Prison - change Clerk IV to Administrative Specialist, pay grade 6.

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

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 PRISON - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the reclassification of Susan M. Satteson to Administrative Specialist - pay grade 6 - \$20.36/hour effective 9/1/13.
- 3.3 PUBLIC DEFENDER - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Jeffrey Frankenburger as full time replacement Assistant Public Defender - union - \$51,260.05/annually effective 9/9/13.

3.5 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:14 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:14 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners present a 20 year service pin to Harry Entz who works at the Prison.

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

Domiqua Stolts of 7th Avenue in Williamsport discussed the issue of high lead levels in homes, and how it has negatively affected her 3 year old son. She asked that something be done to require landlords to test for lead and held responsible for removing the hazard.

Bill Kelly of the County Planning and Community Development Office offered to discuss her options with her.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, September 3, 2013.

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.