

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
September 26, 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 10:01 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 2013-30. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2013-30 declaring property as surplus.

2.2 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved contract for 4th quarter food products to the following on an as needed per item basis:
Feesers, Inc., Benjamin Foods, Inc., Keyco Distributors.

- 2.3 APPROVE PSA WITH TRISHA HOOVER, ESQ. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Trisha Hoover, Esquire, for conflicts attorney services in the amount of \$35,000/annually.
- 2.4 APPROVE PSA WITH DONALD MARTINO, ESQ. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Donald F. Martino, Esquire, for conflicts attorney services in the amount of \$35,000/annually.
- 2.5 APPROVE AMENDMENT TO AGREEMENT WITH MICHAEL BAKER JR. INC. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement with Michael Baker Jr., Inc. for Risk Map.
- 2.6 APPROVE PSA WITH NHS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved 2013-2014 professional service agreement with NHS for the Juvenile Probation Office.
- 2.7 APPROVE APPLICATION TO DEP. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved application to DEP for municipal recycling program performance grant, section 904.
- 2.8 APPROVE GRANT APPLICATION TO PEMA. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved FFY 2011 Citizen Corps Program grant application to PEMA in the amount of \$15,500.
- 2.9 APPROVE PURCHASE FROM MITEL. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved purchase off of GSA contract from Mitel in an amount not to exceed \$20,199.76 for the following locations: Lysock Complex, LCRMS, MDJ Carn, Prison, and Courthouse
- 2.10 APPROVE INVOICE FROM CONTRAST COMMUNICATIONS. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), approved invoice under professional service agreement with Contrast Communications in an amount not to exceed \$15,678 for the following locations: Lysock Complex, LCRMS, MDJ Carn, Prison, and Courthouse.
- 2.11 AWARD CONTRACT TO STEINBACHER ENTERPRISE. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0), awarded contract for HMGP Flood Demolition Project 3 to Steinbacher Enterprise, Inc.

Mr. Wheeland recessed the Commissioners' Meeting at 10:09 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 PRISON - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Mark W. Rusnak as full time replacement Correctional Officer Relief - COI - \$14.35/hour effective 10/6/13.

3.3 PRISON - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Jeremy M. Sweeting as full time replacement Correctional Officer Relief - COI - \$14.35/hour effective 10/6/13.

3.4 COURTS - JUDGE GRAY - A motion by Mrs. Rogers and seconded by Mr. Mussare and passed (3-0), approved Kathleen O'Donnell Raker as full time replacement Law Clerk II - Pay grade 11 - \$48,341.42/annually effective 9/30/13.

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

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

5.0 REPORTS / INFORMATION ITEMS.

5.1 Marci Hessert announced that Lycoming County is requesting bids for bread products.

5.2 Marci Hessert announced that the Lycoming County Farm is requesting bids for the Sale of 16 pasture grazed feeder steers.

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

Scott Miller of Tucker Street in Williamsport explained he attended the Citizens Corps Meeting the other night. He suggested it would be a good idea to have a county-wide animal control officer funded by the County.

Mr. Wheeland thanked Solicitor Sees for his hard work during his tenure as solicitor.

Solicitor Sees thanked the Commissioners, saying "It was a privilege and honor to serve the county over the past seven years."

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, October 1, 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 10:14 a.m.