

Commissioners:

JEFF C. WHEELAND  
*Chairman*

ERNEST P. LARSON  
*Vice Chairman*

TONY R. MUSSARE  
*Secretary*



ANN M. GEHRET  
*Director of Administration  
and Chief Clerk*

J. DAVID SMITH  
*Solicitor*

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COUNTY of LYCOMING  
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**Minutes of the Meeting of  
January 30, 2014  
Board Room, Executive Plaza  
Pine Street, Williamsport**

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

Solicitor Smith - 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.

**2.0 ACTION ITEMS**

- 2.1 ADOPT RESOLUTION 2014-05. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2014-05 declaring property as surplus.
- 2.2 APPROVE JJES GRANT MODIFICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved JJES grant planning and implementation modification extension.
- 2.3 APPROVE PSA WITH PHILLIPS SUPPLY HOUSE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved

professional service agreement with Phillips Supply House for copier maintenance for 2014.

- 2.4 APPROVE GRANT SUBMISSION TO PEMA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved emergency management performance grant annual submission to PEMA.
- 2.5 APPROVE HSDF CONTRACTS FOR C&Y. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the following Human Services Development Fund contracts for the period July 1, 2013 to June 30, 2014:  
Confer Home Health Services, LLC for adult homemaker services in the amount of \$20,000.  
American Rescue Workers for Emergency Shelter services in the amount of \$10,000.  
YWCA, Liberty House for emergency shelter services in the amount of \$10,000.  
Jersey Shore Summer Recreation Program for Life Skills Education services in the amount of \$4,000.
- 2.6 APPROVE PSA WITH OUTSIDE IN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Outside In for the Juvenile Probation Office.
- 2.7 APPROVE AMENDMENT TO PIB LOAN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to PIB loan.
- 2.8 APPROVE SECOND AMENDMENT TO LOAN WITH LCRA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved second amendment to loan agreement with Lycoming County Recreation Authority.
- 2.9 APPROVE AGREEMENT WITH OLD LYCOMING TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved intergovernmental agreement with Old Lycoming Township.
- 2.10 APPOINT TO AG LAND PRESERVATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), appointed Michael Sherman to fill the unexpired term of Melanie McLane on the Ag Land Preservation Board expiring 12/31/15.

*Mr. Wheeland recessed the Commissioners' Meeting at 10:16 a.m.*

### 3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.  
Register & Recorder Annabel Miller was present for item 3.4.
- 3.2 PCD - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Jennifer A. Picciano as full time replacement Environmental Planner - Pay grade 9 - \$40,943.40/annually effective 2/18/14.
- 3.3 INFORMATION SERVICES - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the reclassification of Jerry L. Kennedy Jr. as full time Network Engineer - Pay grade 9 - \$57,398.70/annually effective 2/2/14.
- 3.4 REGISTER & RECORDER - A motion by Mrs. Miller and seconded by Mr. Larson and passed (4-0), approved the reclassification of Margaret E. Reasner as full time Clerk II - Pay grade 3 - \$12.88/hour effective 2/2/14, and Register & Recorder - reclassification of Holly E. Bogart as full time Clerk II - Pay grade 3 - \$12.88/hour effective 2/2/14.
- 3.5 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:17 a.m.

#### **4.0 BOARD OF ASSESSMENT APPEALS**

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:17 a.m.
- 4.2 ADOPT BOARD OF ASSESSMENT RESOLUTION 2014-02. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted the Board of Assessment Resolution 2014-02 regarding tax parcel No. 28-262-121.
- 4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Board of Assessment Appeals at 10:18 a.m.

***Mr. Wheeland reconvened the Commissioners' Meeting at 10:18 a.m.***

#### **5.0 REPORTS / INFORMATION ITEMS.**

- 5.1 Mark Murawski announced that Lycoming County is requesting bids for repairs to Lycoming County Bridge 106.
- 5.2 The Commissioners recognized Sharon Slacum on her retirement. Judge Butts and Paulette Clementoni commented on Sharon's service with the county. Sharon thanked everyone for the opportunity to work.

**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, February 4, 2014.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:19 a.m.