

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

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
February 6, 2014
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Assistant Solicitor Wiley - 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. 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 AWARD CONTRACT FOR RENTAL UNIFORM SERVICE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), award contract to Cintas Corporation at the per the pricing listed within the 2014 Rental Uniform Service bid tabulation.
- 2.2 APPROVE PURCHASE FROM GRAYBAR. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved purchase from Graybar for a new lighting system in the amount of \$12,795.08 through the U.S. Communities Co-Op Purchase Program.

- 2.3 APPROVE CHANGE ORDER 3 WITH GREEN MACHINE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved change order 3 with Green Machine in an amount of \$98,000.
- 2.4 APPROVE DROP OFF RECYCLING AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved drop off recycling service agreement with Snyder County Solid Waste Authority.
- 2.5 APPROVE PERMIT APPLICATION TO DEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved permit renewal application to Department of Environmental Protection.
- 2.6 APPROVE PSA WITH FLIR DETECTION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved the professional service agreement with FLIR Detection for radiation monitoring.
- 2.7 APPROVE PSA WITH KOVA CORP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with KOVA Corp. for maintenance and service agreement for the Audiolog logger recorder.
- 2.8 APPROVE TAX COLLECTION AGREEMENTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved Tax Collection Agreements with the following municipalities for the term 2014-2017:
- | | |
|----------------------|---------------------------|
| Armstrong Township | McHenry Township. |
| Bastress Township | Montoursville Borough. |
| Eldred Township | Montgomery Borough. |
| Fairfield Township | Muncy Borough. |
| Gamble Township | Muncy Creek Township. |
| Hepburn Township | Nippenose Township. |
| Jackson Township | Penn Township. |
| Jersey Shore Borough | Picture Rocks Borough. |
| Jordan Township | Upper Fairfield Township. |
| Limestone Township | Woodward Township. |
- 2.9 APPOINT TO AIRPORT AUTHORITY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), appointed Frank Pelligrino to Williamsport Municipal Airport Authority with term ending 12/31/18.

Mr. Wheeland recessed the Commissioners' Meeting at 10:11 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.

3.2 PRE RELEASE - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Belinda J. Parsons as part time replacement Pre-Release Center Driver - Pay grade 4 - \$12.58/hour effective 2/10/14, not to exceed 1,000 hours annually, and
Pre Release - Judy L. McMullen as part time replacement Resident Supervisor - Pay grade 5 - \$13.73/hour effective 2/18/14, not to exceed 1,000 hours annually..

3.3 COURTS - JUDGE BUTTS - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Sandra J. Boatman as part time replacement Tipstave - Pay grade 1 - \$9.78/hour effective 2/10/14, not to exceed 1,000 hours annually.

3.4 DISTRICT ATTORNEY - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved two full time Assistant County Detectives - Union - \$17.50/hour effective 2/10/14.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:13 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:13 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved 2 real estate refunds:

Parcel 07-003-404 for Martin & Janet Dudek in the amount of \$349.40 (Veteran's exemption).

Parcel 48-272-108 for Rock Lodge in the amount of \$125.12 (Incorrect square footage).

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Board of Assessment Appeals at 10:14 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

5.1 Lycoming County is requesting bids for food products for the second quarter.

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 11, 2014.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:15 a.m.