

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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**Minutes of the Meeting of
February 13, 2014
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Assistant Solicitor Wiley - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland convened the Commissioners Meeting 10:03 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 PSA WITH THOMSON REUTERS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Thomson Reuters in an amount not to exceed \$13,134.57.

2.2 APPROVE MOU WITH WEST BRANCH D&A. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved memorandum of understanding with West Branch Drug & Alcohol Abuse Commission for Act 198 Juvenile Drug Court in the amount of \$15,000.

- 2.3 APPROVE MOU WITH WEST BRANCH D&A. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved memorandum of understanding with West Branch Drug & Alcohol Abuse Commission for Act 198 DUI in the amount of \$30,000.
- 2.4 APPROVE PSA WITH KEYSTONE COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Keystone Communications.
- 2.5 APPROVE INVOICES FROM DOMINION VOTING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved two invoices from Dominion Voting in the total amount of \$19,830.00 for annual hardware/ software maintenance for the voting machines and equipment.
- 2.6 APPROVE AMENDMENT TO PSA WITH 33 EAST. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the amendment to agreement with 33 East for the planning commission.
- 2.7 APPROVE MUNICIPAL WASTE PROCESSING/DISPOSAL CAPACITY AGREEMENTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved municipal waste processing/disposal capacity agreements with the following:
Keystone Landfill.
Commonwealth Enviro LF.
Waste Management Coal Township Landfill.
Waste Management Alliance Landfill.
Waste Management Grand Central Landfill.
Waste Management Mountain View Landfill.
Clinton County Landfill.
Tunnel Hill Landfill.
- 2.8 APPOINT TO ENDLESS MOUNTAINS RC&D. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), appointed to Endless Mountains RC&D Council: Primary - Megan Lehman; alternates - Sal Vitko & Jennifer Picciano.
- 2.9 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA Change - Courts - Judge Anderson - effective March 3, 2014, delete full time executive secretary position and create 2- part time executive secretary positions, pay grade 5.

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

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 COURTS - JUDGE ANDERSON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Betty R. Buckle as part time replacement Executive Secretary - Pay grade 5 - \$14.77/hour effective 3/3/14, not to exceed 1,000 hours annually, and Courts - Judge Anderson - Melinda A. McWilliams as part time replacement Executive Secretary - Pay grade 5 - \$14.77/hour effective 3/3/14, not to exceed 1,000 hours annually.

3.3 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Heather L. Gush part time to full time replacement Resident Supervisor (Female) - Pay grade 5 - \$14.77/hour effective 2/16/14, and Pre Release - Katelyn A. Rider as part time replacement Resident Supervisor (Female) - Pay grade 5 - \$13.73/hour effective 2/18/14, not to exceed 1,000 hours annually..

3.4 RMS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Terry L. Moser as full time Equipment Operator - Pay grade 6 - \$17.98/hour effective 2/16/14.

3.5 MAINTENANCE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Joseph Duell as full time replacement Custodial Worker - Pay grade 1 - \$10.52/hour effective 2/18/14.

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:16 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

5.1 Rachelle Abbott presented a Media Release announcing STEP Office of Aging Expanding Services to Seniors.

5.2 The Commissioners presented a blue jean Friday check to Sherry Watts on behalf of the Breast Health Care Center.

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 18, 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 10:18 a.m.