

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
March 20, 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 10:00 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 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contract for food products on a per item basis to the following: Keyco Distributors, Fessers Inc., Benjamin Foods and Sysco Inc.
- 2.2 APPROVE MOA WITH NUWELD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Memorandum of Agreement with Nuweld for the rail project.

- 2.3 APPROVE AMENDMENT AGREEMENT WITH DELTA DEVELOPMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to base services professional service agreement with Delta Development.
- 2.4 APPROVE AMENDMENT TO AGREEMENT WITH WILLIAMSPORT MUNICIPAL WATER AUTHORITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Amendment to Act 13 agreement with Williamsport Municipal Water Authority.
- 2.5 APPROVE AMENDMENT TO AGREEMENT WITH LCRA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to agreement with Lycoming County Recreation Authority for the Line of Credit with C&N Bank.
- 2.6 APPROVE PSA WITH PORT ELEVATOR. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), Approved professional service agreement with Port Elevator for 2014-2018.
- 2.7 APPROVE 903 GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 903 grant application to Department of Environmental Protection.
- 2.8 APPROVE AMENDMENT 3 TO PURCHASE AGREEMENT WITH ACCENT WIRE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 3 to purchase agreement with Accent Wire Products.
- 2.9 APPROVE AMENDMENT 2 PURCHASE AGREEMENT WITH DEACON EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 2 to purchase agreement with Deacon Equipment Company, Inc.
- 2.10 APPROVE LETTER OF TRANSFER OF DEP GRANT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved letter of transfer of DEP grant-funded recycling equipment from Snyder County Solid Waste Management Authority to LCRMS.
- 2.11 APPROVE 2010 CDBG SUBRECIPIENT MONITORING CONTRACT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2010 CDBG subrecipient monitoring contract with the YWCA.
- 2.12 APPROVE 2013 CDBG AGREEMENT WITH TIADAGHTON VALLEY MUNICIPAL AUTHORITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved CDBG agreement with Tiadaghton Valley Municipal Authority.

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

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 DPS COMMUNICATIONS - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Andrew C. Klose as full time replacement Telecommunicator I - Pay grade 5 - \$14.77/hour effective 3/31/14.
- 3.3 PRE RELEASE - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Christopher L. Rundio as full time replacement Resident Supervisor - Pay grade 6 - \$16.10/hour effective 3/23/14.
- 3.4 PRE RELEASE - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Erin R. Barton as part time replacement Female Resident Supervisor - Pay grade 5 - \$13.73/hour effective 3/24/14, not to exceed 1,000 hours annually.
- 3.5 PRE RELEASE - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Katelyn A. Rider as full time replacement Resident Supervisor - Pay Grade 5 - \$14.77/hour effective 3/30/14.
- 3.6 INFORMATION SERVICES - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Karl A. Demi II as full time replacement Director of Information Services - Pay Grade 13 - 83,149.238/year effective 5/11/14.
- 3.7 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:20 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:20 a.m.

5.0 REPORTS / INFORMATION ITEMS.

- 5.1 The Commissioners recognized Ev Simmons on her retirement.

6.0 PUBLIC COMMENT. Mr. Mussare opened the floor to public comment and none were received.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Mussare announced the next regularly scheduled meeting as a work session on Tuesday, April 1, 2014.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Commissioners' Meeting at 10:28 a.m.