

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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WILLIAMSPORT, PA 17701

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**Minutes of the Meeting of  
May 1, 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 ENACT ORDINANCE 2014-03. A motion by Mr. Larson and seconded by Mr. Mussare and passed (Larson - yes; Mussare-yes; Wheeland-yes; 3-0), enacted Ordinance 2014-03 for bond refinancing.
- 2.2 ADOPT RESOLUTION 2014-11. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2014-11 for surplus equipment in excess of \$1,000.

- 2.3 ADOPT RESOLUTION 2014-12. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2014-12 for surplus equipment less than \$1,000.
- 2.4 APPROVE PSA WITH ERIC VEY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Eric L. Vey MD for the Public Defender's office not to exceed \$25,000 annully.
- 2.5 APPROVE QUOTE FROM KEYSTONE COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Keystone Communications in the amount of \$13,660.
- 2.6 AWARD CONTRACT TO TRA ELECTRIC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contract to TRA Electric, Inc. for electrical modifications at the recycling building in the amount of \$125,435.
- 2.7 APPROVE AMENDMENT TO PSA WITH PALMETTO POSTING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with Palmetto Posting.
- 2.8 PROCLAIM CORRECTIONS EMPLOYEE WEEK. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Proclaim May 4-10, 2014 as Corrections Employee Week in Lycoming County.
- 2.9 PROCLAIM TOURISM MONTH. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), proclaimed May, 2014 as Tourism Month in Lycoming County.
- 2.10 PROCLAIM LAW DAY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), proclaimed Friday, May 2, 2014, as Law Day in Lycoming County.
- 2.11 REAPPOINT TO ZONING HEARING BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Leslie Whitehill to the Zoning Hearing Board with term expiration of 12/31/2018

***Mr. Wheeland recessed the Commissioners' Meeting at 10:33 a.m.***

**3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Controller Rogers was absent.

3.2 DISTRICT ATTORNEY - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved one full time Assistant County Detective - Union - \$17.50/hour effective 5/12/14.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:33 a.m.

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

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:33 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the following real estate refunds:

Parcel	Name	Amount	Reason
23-376-100	3C Murphy Brown	\$1255.89	Clean & Green.
26-329-102.A	James Holtzman	\$ 180.69	Fire.
67-020-154	Sergio Regland	\$ 490.24	Veteran's exemption.

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 10:34 a.m.

***Mr. Wheeland reconvened the Commissioners' Meeting at 10:34 a.m.***

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

5.1 Michele McDermott announced that Lycoming County is requesting bids for Inmate Detention Supplies & Clothing.

5.2 The Commissioners presented Anna Thompson of the YWCA - Blue Jean Friday Donations Check for Sexual Assault Awareness.

5.3 The Commissioners presented the following service awards:  
10 years:

Jason Hill	Prison.
Jerri Rupert	MDJ Whiteman.

20 years:

Wayne Benson	RMS.
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**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, May 6, 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 10:40 a.m.