

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
May 15, 2014
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner Wheeland - Present
Commissioner Larson - Present
Commissioner Mussare - Present until 10:40 a.m.

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 PROCLAIM EMS WEEK. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved May 18-24, 2014 as Emergency Medical Services week in Lycoming County.
- 2.2 APPROVE AGREEMENT FOR GROUNDWATER PROGRAM. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved collaborative agreement for groundwater quality monitoring program.
- 2.3 AWARD CONTRACT TO SEEWALD LABORATORIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved

contract to Seewald Laboratories for Analysis of Groundwater Samples.

- 2.4 APPROVE ACT 13 AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved Act 13 agreement with SEDA COG HDC for Grove Street Commons in the amount of \$270,000.
- 2.5 APPROVE MOU WITH MUNCY BOROUGH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved memorandum of understanding with Muncy Borough for intersection improvement project.
- 2.6 APPROVE AMENDMENT TO AGREEMENT WITH PENN COLLEGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement with Penn College for Shalenet extending it to May 31, 2015.
- 2.7 APPROVE AMENDMENT TO AGREEMENT WITH PENN COLLEGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to consulting services agreement with Penn College extending it to June 30, 2015.
- 2.8 APPROVE MOU WITH OLD LYCOMING TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved memorandum of understanding with Old Lycoming Township for DEVNET use.
- 2.9 APPROVE QUOTE FROM SIRIUS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved quote from Sirius Computer Solutions in the amount of \$24,861.85.
- 2.10 APPROVE QUOTE FROM HIGHWAY EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved quote from Highway Equipment and Supply Co. for the rebuild of the engine on the 2005 Volvo L330E Wheel Loader in the amount of \$46,492.57.
- 2.11 APPROVE PSA WITH PAYGOV.US. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with PayGov.US. LLC.
- 2.12 APPROVE AMENDMENT TO AGREEMENT WITH DR. ANDREA BENOIT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to medical services agreement with Dr. Andrea Benoit for the prison.
- 2.13 APPROVE PCORP GRANT APPLICATIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved PCORP

loss prevention grant program applications in the amount \$500 and \$12,000.

2.14 APPROVE NFWF GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved NFWF grant application in the amount of \$298,305.

2.15 APPROVE 2010 CDBG EXTEND DATE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved 2010 CDBG expend date extension to December 31, 2014.

2.16 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved TDA Change - PCD - change Environmental Planner position to Development Planner.

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

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.

3.2 PRISON - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Reese L. Holmes as full time replacement Correctional Officer Relief - COI - \$14.71/hour effective 5/18/14 and
Prison - Curtis M. Winner as full time replacement
Correctional Officer Relief - COI - \$14.71/hour effective
5/18/14.

3.3 DMJ PAGE - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Shelbi L. Miller as full time replacement Clerk IV - Pay grade 5 - \$14.98/hour effective 6/22/14.

3.4 DOMESTIC RELATIONS - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Erin L. Johnson as full time replacement Clerk III - \$13.54/hour effective 5/27/14.

3.5 PCD - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved the reclassification of Megan D. Lehman as full time Development Planner - Pay grade 9 - \$46,827.01/annually effective 5/25/14.

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 11:16 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 11:13 a.m.

4.2 APPROVE REAL ESTATE EXEMPTION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved real estate exemption for parcel 26-330-143.A for Loyalsock Township.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Board of Assessment Appeals at 11:14 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 11:16 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners recognized Sam Harrison on his retirement.

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 27, 2014. No meetings May 20 or 22.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 11:16 a.m.