

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
June 19, 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 10:01 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 ENACT ORDINANCE 2014-4. A motion by Mr. Larson and seconded by Mr. Mussare and passed (Mr. Larson - yes, Mr. Mussare - yes; Mr. Wheeland - yes; 3-0), enacted ordinance 2014-4 for the LCWSA bond.
- 2.2 ADOPT RESOLUTION 2014-14. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2014-14 designating Boenning & Scattergood Inc. to serve as underwriter in connection with issuing bonds.

- 2.3 APPROVE HSDF LETTER OF AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Human Services Development fund letter of agreement with Campbell Street Family, Youth, and Community Association, Inc. (The Center) in the amount of \$8,000.
- 2.4 APPROVE PSA WITH COMMUNITY SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of service agreement with Community Solutions Inc.
- 2.5 APPROVE PSA WITH KIDSPEACE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of service agreement with KidsPeace National Centers, Inc.
- 2.6 APPROVE EXTENSION LETTER FOR DUBOISTOWN PROJECT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the letter for three year project completion extension request for CDBG for Duboistown project.
- 2.7 APPROVE 2010 CDBG REVISION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved revision request #2 to FFY 2010 CDBG Contract #C000049441.
- 2.8 APPROVE HMGP AGREEMENT WITH LYCOMING TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved subrecipient agreement with Lycoming Township for HMGP project #6.
- 2.9 APPROVE AMENDMENT TO PSA WITH PIONEER SPORTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to agreement with Pioneer Sports Productions, LLC.
- 2.10 APPROVE COMPLIANCE HISTORY FORM. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved HW-C compliance history form for DEP for the landfill and transfer station for RMS.
- 2.11 APPROVE AMENDMENT TO PSA WITH ISCO INDUSTRIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 1 to agreement with ISCO Industries, Inc. for large diameter HDPE spool extensions.
- 2.12 APPROVE AGREEMENT WITH 3M ELECTRONIC MONITORING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014-2016 agreement with 3M Electronic Monitoring, Inc. for the Adult Probation Office.

- 2.13 APPROVE MICROSOFT CONTRACT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Microsoft Enterprise enrollment contract.
- 2.14 APPROVE MICROSOFT CONTRACT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Microsoft Server and Cloud enrollment contract.
- 2.15 APPROVE GRANT APPLICATION FOR CJAB. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved grant application for Technical Assistance and Training for CJAB in the amount of \$1,500.
- 2.16 AWARD CONTRACTS FOR INMATE DETENTION SUPPLIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contracts for Inmate Detention Supplies on a per item basis to the following: Acme Supply Co. Ltd., Bob Barker Company Inc., Charm-Tex, ICS-Jail Supplies Inc., Robinson Textiles, Uniforms Mfg. Inc.
- 2.17 APPROVE AMENDMENT TO PSA WITH CHARLES BURZYNSKI. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with Charles Burzynski for the Public Defender's Office.
- 2.18 APPROVE AMENDMENT TO PSA WITH HEALTH NETWORK LABS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with Health Network Labs for the Coroner's Office.
- 2.19 APPROVE PSA WITH BSI. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014-2016 contract with BSI for the Juvenile Probation Office.
- 2.20 APPROVE PSA WITH COMMUNITY SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Community Solutions for the Juvenile Probation Office.
- 2.21 APPROVE PSA WITH DR. DOWELL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014-2015 professional service agreement with Dr. Dowell for the Juvenile Probation Office
- 2.22 APPROVE TEAMSTERS CONTRACTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved collective bargaining agreement with TEAMSTERS for APD & ADA and detectives for the period 1/1/2014 to 12/31/2016.

Mr. Wheeland recessed the Commissioners' Meeting at 10:30 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 PRE RELEASE - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Stacy M. Bower as part time female resident supervisor - Pay grade 5 - \$13.73/hour effective 6/23/14, not to exceed 1000 hours annually.
- 3.3 PCD - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the reclassification of Lauren J. Robinson as fully qualified Zoning Subdivision Officer - Pay grade 7 - \$34,255.06/annually effective 6/22/14.
- 3.4 DISTRICT ATTORNEY - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Laura L. Bower as full time replacement Juvenile Victim Witness Coordinator - Pay grade 7 - \$17.55/hour effective 6/22/14, and District Attorney - Diana DiCenso as full time replacement Clerk I - Pay grade 2 - \$11.44/hour effective 6/22/14, and District Attorney - Cathy J. Morrison as full time replacement Clerk III - Pay grade 4 - \$14.943628/hour effective 6/22/14, and District Attorney - Sherri Jackson as part time replacement Clerk I - Pay grade 2 - \$10.62/hour effective 6/23/14, not to exceed 1000 hours annually.
- 3.5 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:32 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:32 a.m.
- 4.2 APPROVE RULES & REGULATIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the Board of Assessment Appeals Procedures, Rules, and Regulations.
- 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 Dave Bonus announced LCRMS is requesting bids for sprinkler system modifications at the LCRMS Recycling Facility.
- 5.2 Sal Vitko announced Lycoming County is requesting bids for HMGP demolition project #6.
- 5.3 The Commissioners presented certified floodplain manager pins to Sal Vitko, John Lavelle and David Hines.
- 5.4 The Commissioners presented a 10 year service award to Dartha Wascher from the R&R Office.

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, June 24, 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 10:36 a.m.