

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
July 31, 2014
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Assistant Solicitor Wiley - Present

1.0 OPERATIONS

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare 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 (2-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Mussare opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

- 2.1 AWARD CONTRACT FOR DAUGHERTY RUN BANK STABILIZATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), awarded the contract for Daugherty Run bank stabilization to Columbia Excavating LLC in the amount of \$54,641.50.
- 2.2 APPROVE AGREEMENT OF SALE FOR PARCEL 40-371.1-169.C. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved agreement of sale to Michael and Deborah Sullivan in the amount of \$159,900 for parcel 40-371.1-169.C

- 2.3 AWARD CONTRACT TO QUALITY AIR MECHANICAL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), awarded contract to Quality Air Mechanical in the amount of \$94,000 for a replacement landfill gas dryer.
- 2.4 APPROVE CHANGE ORDER WITH TRA ELECTRIC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved change order one to agreement with TRA Electric, Inc for 2014 electric modifications at RMS.
- 2.5 APPROVE AMENDMENT TO AGREEMENT WITH ISCO INDUSTRIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved amendment 2 to agreement with ISCO Industries, Inc for pipe and pipe accessories.
- 2.6 AWARD CONTRACT FOR EQUIPMENT TIRE AND TIRE REPAIR. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved contracts for equipment tire and tire repair to Bastian Tire & Auto Center, McCarthy Tire Service and Steve Shannon Tire Company, Inc. on an as needed per item basis.
- 2.7 APPROVE AMENDMENT TO AGREEMENT WITH EPS OF VERMONT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved fifth amendment to agreement with EPS of Vermont.
- 2.8 APPROVE ACT 13 AGREEMENT WITH HUGHESVILLE BOROUGH WATER AUTHORITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved Act 13 agreement with Hughesville Borough Water Authority not to exceed \$25,000 for water valve.
- 2.9 APPROVE ACT 13 AGREEMENT WITH TVMA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved Act 13 agreement with Tiadaghton Valley Municipal Authority not to exceed \$100,000.
- 2.10 APPROVE SALE OF CREDITS TO WBRA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved sale of nutrient credits to West Branch Regional Authority.
- 2.11 APPROVE SUB AGREEMENT WITH STEP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved subrecipient agreement with STEP for PHARE funds in the amount of \$300,000.
- 2.12 APPROVE SUB AGREEMENT WITH HABITAT FOR HUMANITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved subrecipient agreement with Habitat for Humanity for PHARE funds in the amount of \$50,000.

2.13 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved TDA changes: In the DA's Office - change a Clerk IV to Administrative Specialist, Grade 6; Coroner's office - create one part time Deputy Coroner on-call, grade 7; and in PCD - Create one MS-4 planner grade 8-9

Mr. Wheeland recessed the Commissioners' Meeting at 10:23 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present. Coroner Kiessling was present for item 3.5.

3.2 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Nicole D. Dawson as full time replacement Licensed Practical Nurse - Pay grade 6 - \$16.10/hour effective 8/4/14, and Prison - Deborah Ann Fuller as part time replacement Custodial Worker - Pay grade 2 - \$10.62/hour effective 8/4/14, not to exceed 1,000 hours annually.

3.3 INFORMATION SERVICES - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Alix N. Hoover as full time replacement Network Engineer - Pay grade 8 - \$37,418.45/annually effective 8/18/14, and Information Services - David J. Rutt as full time replacement PC Technician - Pay grade 8 - \$19.23/hour effective 8/18/14.

3.4 COURTS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Daniel P. Wright as part time replacement Bailiff - Pay grade 2 - \$10.62/hour effective 8/4/14.

3.5 CORONER - A motion by Mr. Kiessling and seconded by Mr. Larson and passed (4-0), approved Jennifer L. Nolan as full time replacement Deputy Coroner - Pay grade 7 - \$17.55/hour effective 8/11/14, and Coroner - Paula J. Miller as part time replacement Deputy Coroner On-Call - Pay grade 7 - \$16.34/hour effective 8/11/14, not to exceed 1,000 hours annually.

3.6 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved the reclassification of Cortney L. Bower as full time Paralegal - Pay grade 7 - \$17.80/hour effective 10/26/14, and

District Attorney - reclassification of Jennifer C. Eisenhart as full time Administrative Specialist - Pay grade 6 - \$21.50/hour effective 8/3/14.

3.7 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:27 a.m.

Mr. Mussare reconvened the Commissioners' Meeting at 10:27 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting bids for fourth quarter food products

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, August 12, 2014. There will be no meetings August 5 & 7.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Commissioners' Meeting at 10:27 a.m.