

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
August 14, 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 APPROVE AMENDMENT TO PSA WITH DR. VEY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with Dr. Eric Vey, MD not to exceed \$4,400.
- 2.2 APPROVE MOU WITH WOODWARD TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved memorandum of understanding with Woodward Township for DEVNET use.

- 2.3 APPROVE PHARE REQUEST. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014 PHARE funds request in the amount of \$2.1 million.
- 2.4 APPROVE ARC TRANSFER. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014 Annual Required Contribution (ARC) of \$2,146,876.00 to be placed into the Lycoming County Employees' Retirement Fund.
- 2.5 APPROVE PURCHASE FROM BEST LINE EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase from Best Line Equipment for 1- New 2014 JLG E-400 AJP Electric Articulating Boom Lift in the amount of \$49,393.92 off of state contract.
- 2.6 APPROVE TITLE V SUBMISSION TO DEP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved submission of annual title V air quality emission form to DEP.
- 2.7 APPROVE COMPLIANCE FORM SUBMISSION TO DEP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved submission of annual compliance form to DEP.
- 2.8 APPROVE EMPG GRANT RECEIPT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved FFY 2014 EMPG grant receipt in the amount of \$118,325 from PEMA.
- 2.9 APPROVE RERF GRANT AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014-2015 RERF grant agreement with PEMA.
- 2.10 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA change - move one full time Clerk III from Collections to District Attorney effective 8/17/14; and in the Sheriff's office change one part time deputy sheriff position to full time deputy sheriff effective 8/31/14

Mr. Wheeland recessed the Commissioners' Meeting at 10:17 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
Sheriff Lusk was present for item 3.2.
- 3.2 SHERIFF - A motion by Mr. Lusk and seconded by Mrs. Rogers and passed (5-0), approved the reclassification of Michael A. Caschera as full time Deputy Sheriff - Pay grade 7 - \$17.55/hour effective 8/31/14, and Sheriff - Joshua M. Klinger as full time replacement Deputy Sheriff - Pay grade 7 - \$17.55/hour effective 9/8/14.
- 3.3 FISCAL SERVICES - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Vicki L. Kling as full time Fiscal Technician - Pay grade 6 - \$16.26/hour effective 8/17/14.
- 3.4 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved - Belinda J. Parsons part time to full time Female Resident Supervisor/Cook - Pay grade 5 - \$14.77/hour effective 8/17/14, and Pre-Release - reclassification of Robin M. Goodwin as part time Female Resident Supervisor - Pay grade 5 - \$15.05925/hour effective 8/17/14..
- 3.5 ADULT PROBATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of John W. Stahl as full time Probation Supervisor - Pay grade 10 - \$56,493.45/annually effective 8/17/14.
- 3.6 RMS - A motion by M Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Edward C. March as full time replacement Transfer Station Operator - Pay grade 6 - \$17.062829/hour effective 8/17/14..
- 3.7 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of Julie D. Kooken as full time Female Relief Correctional Officer/Cook - COI - \$14.71/hour effective 8/31/14.
- 3.8 HUMAN RESOURCES - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Jill E. Livermore as full time replacement Clerk III - Pay grade 4 - \$16.394483/hour effective 8/31/14.
- 3.9 MAINTENANCE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of Kenneth E. George as full time replacement Director of Maintenance - Pay grade 12 - \$72,593.91/annually effective 8/17/14, and Maintenance - promotion of Rick A. Livermore as full time Maintenance Manager - Pay grade 10 - \$48,174.08/annually effective 8/17/14.

3.10 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:22 a.m.

4.0 BOARD OF ASSESSMENT/REVISION OF TAXES.

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:22 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 59-374-108.Y for Carol Hall-Zablocky in the amount of \$121.61 due to Clean & Green.

Parcel 40-373-185.12 for John Macko in the amount of \$261.61 due to clerical error.

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 10:23 a.m.

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

5.0 REPORTS/INFORMATION ITEMS.

5.1 Jerry Kennedy introduced Information Services new employee: David Rutt.

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, August 19, 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 10:25 a.m.