

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
October 2, 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 10:06 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 MANUFACTURING DAY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), proclaimed October 3, 2014, as Manufacturing Day in Lycoming County.
- 2.2 APPROVE PSA WITH DELTA DEVELOPMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Delta Development Group not to exceed \$56,915 for countywide records management system.

- 2.3 AWARD CONTRACT TO STEINBACHER ENTERPRISES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved contract to Steinbacher Enterprises for the HMGP Flood Demo Project 6.
- 2.4 APPROVE AMENDMENT TO PSA WITH STEINBACHER. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (2-0, Larson absent), approved amendment 2 to agreement with Steinbacher for HMGP Demolition 2.
- 2.5 APPROVE MOA WITH MUNCY BOROUGH. A motion by Mr. Mussare and seconded by Mr. Wheeland and passed (3-0), approved memorandum of agreement with Muncy Borough for zoning.
- 2.6 APPROVE PSA WITH C. TOWNSEND VELKOFF. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the professional service agreement with C. Townsend Velkoff for JPO.
- 2.7 APPROVE PSA WITH CCYC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Centre County Youth Center for JPO.
- 2.8 APPROVE HMRF GRANT AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 2014-15 HMRF Grant agreement with PEMA in the amount of \$47,148.
- 2.9 APPROVE PENN COLLEGE AS MEMBER OF EMS COUNCIL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Penn College EMS for membership to the Lycoming County EMS Council.
- 2.10 APPROVE CERTIFICATE OF SUBSTANTIAL COMPLETION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Atlantic Lining Company's certificate of substantial completion for the 2013 final capping project for Fields 1 through 4.
- 2.11 APPROVE MINOR PERMIT MODIFICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved minor permit modification to DEP for specifying operating conditions for our leachate storage tank.
- 2.12 APPROVE PERMIT RENEWAL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved 5 year permit renewal for storm water discharges during excavation at the TRIP site.
- 2.13 APPROVE AMENDMENT TO MOU FOR OLD CITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved

memorandum of understanding with the City of Williamsport and Lycoming College for Old City and East Third Street gateway project.

2.14 APPROVE RETIREMENT CONTRIBUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved retirement contributions in the amounts of \$2,348.89 and \$607.10 to Bank of America.

2.15 APPOINT TO HOUSING AUTHORITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), appointed Holly Baker to fill unexpired term for the Housing Authority expiring 12/31/17.

2.16 APPROVE PSA WITH HARTMAN EMPLOYEE BENEFITS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Hartman Employee Benefits, Inc. not to exceed \$15,000/annually.

2.17 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA Changes - RMS - Resource Recovery:
Processing Supervisor (grade 7) to Baler Operator (grade 6).
Processing Crew Foreman (grade 6) to Work Crew Foreman (grade 6).
Cardboard Processing Crew Foreman (grade 6) to Shipping Clerk (grade 7).
Equipment Operator/RR (grade 6) to Work Crew Foreman (grade 6).
Equipment operator/RR (grade 6) to Equipment Operator (grade 6).
Drop-off Supervisor (grade 7) to Collection Supervisor (grade 7).
Commercial/CurbSide Supervisor (grade 7) to Truck Driver (curbside, grade 6).

Mr. Wheeland recessed the Commissioners' Meeting at 10:21 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 ADULT PROBATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of Jarod P. Corman to Probation Officer - Pay grade 8 - \$19.23/hour effective 10/26/14.

3.3 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of Christopher J. Ebner as full time replacement Deputy Prison Warden of Inmate Services - Pay grade 12 - \$74,192.93/annually effective 10/26/14.

3.4 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification and

promotion of Daniel Knerr as full time Work Crew Supervisor - Pay grade 9 - \$22.14/hour effective 10/12/14.

- 3.5 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved David A. Taylor as full time replacement (male) Resident Supervisor - Pay grade 5 - \$14.77/hour effective 10/12/14.
- 3.6 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Stacy M. Bower as full time replacement (female) Resident Supervisor - Pay grade 5 - \$14.77/hour effective 10/12/14.
- 3.7 CONTROLLER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the promotion of Nicki S. Collins as full time replacement Deputy Controller - Pay grade 8 - \$39,109.71/annually effective 10/26/14.
- 3.8 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Julia M. Stevenson as part time replacement Clerk I - Pay grade 2 - \$10.62/hour effective 10/6/14, not to exceed 1,000 hours annually.
- 3.9 DISTRICT ATTORNEY-DUI - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Chad Aldenderfer as part time replacement Special Detective - DET 2 - \$15.64/hour effective 10/3/14, not to exceed 1,000 hours annually.
- 3.9 RMS - RESOURCE RECOVERY - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), Louis R. Cochran as full time replacement Work Crew Foreman - Pay grade 6 - \$16.732722/hour effective 10/12/14 and
RMS - Resource Recovery - reclassification of Brett A. Meckley as full time Baler Operator - Pay grade 6 - \$22.216628/hour effective 10/12/14, and
RMS - Resource Recovery - reclassification of Stephen E. Rippey as full time Work Crew Foreman - Pay grade 6 - \$19.495491/hour effective 10/12/14, and
RMS - Resource Recovery - reclassification/promotion of Dennis M. Brewer as full time Shipping Clerk - Pay grade 7 - \$17.80/hour effective 10/12/14, and
RMS - Resource Recovery - reclassification of David E. Stine, Jr. as full time Work Crew Foreman - Pay grade 6 - \$20.45634/hour effective 10/12/14, and
RMS - Resource Recovery - reclassification of Ronald E. Snell as full time Equipment Operator - Pay grade 6 - \$19.105581/hour effective 10/12/14, and
RMS - Resource Recovery - reclassification of Barry J. Steinbacher as full time Collection Supervisor - Pay grade 7 - \$20.75175/hour effective 10/12/14, and

RMS - Resource Recovery - reclassification of Jason R. McCollum as full time Truck Driver (Curbside) - Pay grade 6 - \$21.281917/hour effective 10/12/14.

3.10 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:26 a.m.

4.0 BOARD OF ASSESSMENT REVISION

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. Wheeland convened the Board of Assessment Revision at 10:26 a.m.

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

43-010-505	Old Lycoming Township	Flood Buyout.
43-011-304	Old Lycoming Township	Flood Buyout.
43-007-600.A	Old Lycoming Township	Flood Buyout.
43-009-521	Old Lycoming Township	Flood Buyout.
41-373-173.P	Ashler, Inc	Group Home.

4.3 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Board of Assessment Revision at 10:27 a.m.

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

5.0 REPORTS / INFORMATION ITEMS.

5.1 Michael Hnatin announced that LCRMS is requesting bids for Annual Aerial Photography & Topographic Mapping Services.

5.2 Michael Hnatin announced that LCRMS is requesting bids for re-plumbing project at the Leachate Pump Station.

5.3 Lauren Robinson announced that Lycoming County is requesting bids for Chesapeake Bay pollution reduction plan.

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, October 7, 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 10:31 a.m.