

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  
November 13, 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 10:02 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.

Bids were opened for the bread products (1 bidder).

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. Mussare opened the floor to public comment on agenda items only, and none were received.

***Mr. Mussare recessed the Commissioners' Meeting at 10:08 a.m.***

Mr. Mussare convened the Final Public Hearing for 2014 CDBG Program.

Kristin McLaughlin from SEDA COG explained the projects to be funded.

The floor was opened to public comments and none were received.

Mr. Mussare closed the public hearing at 10:12 a.m.

***Mr. Mussare reconvened Commissioners' Meeting at 10:12 a.m.***

## 2.0 ACTION ITEMS

- 2.1 APPROVE PSA WITH SEDA COG. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved professional service agreement with SEDA COG for 2013 CDBG.
- 2.2 ADOPT RESOLUTION 2014-23. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adopted Resolution 2014-23 for FFY 2014 CDBG.
- 2.3 ADOPT RESOLUTION 2014-24. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adopted Resolution 2014-24 for Fair Housing.
- 2.4 ENACT ORDINANCE 2014-8. A motion by Mr. Larson and seconded by Mr. Mussare and passed (Wheeland-absent, Larson-yes, Mussare-yes, 2-0), enacted Ordinance 2014-8 for guarantee of water revenue note.
- 2.5 APPROVE AMENDMENT TO PSA WITH LR KIMBALL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved amendment to agreement with CDI-Infrastructure, LLC, DBA as L.R. KIMBALL for Regional Solid Waste Management Plan.
- 2.6 APPROVE AMENDMENT TO PSA WITH MODULAR GENIUS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved amendment to professional service agreement with Modular Genius.
- 2.7 APPROVE PHFA FUNDING AGREEMENT LETTER. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved PHFA funding agreement letter in the amount of \$1,850,000.
- 2.8 APPROVE ACT 13 PARK AGREEMENTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved the following Act 13 Park agreements:  
Plunketts Creek Township in the amount of \$9,360.  
McIntyre Township in the amount of \$10,000.  
Jackson Township in the amount of \$20,000.  
East Lycoming Recreation Authority in the amount of \$17,000.  
South Williamsport CPIA in the amount of \$20,000.
- 2.9 AWARD CONTRACT FOR BREAD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), awarded contract for bread products to Bimbo Bakeries contingent upon submittal of bid bond.
- 2.10 APPROVE AGREEMENT WITH CORRECTIONS DEVELOPMENT, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved license and maintenance agreement with

Corrections Development, Inc. for the District Attorney's office.

- 2.11 APPROVE PURCHASE FROM TASER INTERNATIONAL. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved purchase off of state contract from Taser International in the amount of \$55,240.65.
- 2.12 APPROVE AMENDMENT 3 TO PSA WITH TULPEHOCKEN. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved amendment 3 to agreement with Tulpehocken for bottled water service extending it to December 8, 2015 for RMS.
- 2.13 APPROVE PSA WITH DIVERSIFIED TREATMENT ALTERNATIVES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved professional service agreement with Diversified Treatment Alternatives for the Juvenile Probation Office.
- 2.14 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved TDA change - Sheriff's Office - add one full time Deputy Sheriff.

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

### **3.0 SALARY BOARD**

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present. Sheriff Lusk was present for item 3.4.
- 3.2 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Zebulon K. Eshleman as full time replacement Bail Release Officer - Pay grade 9 - \$21.328312/hour effective 11/23/14.
- 3.3 DOMESTIC RELATIONS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved the promotion of Stephanie M. Tribble as full time replacement Deputy DRO - Pay grade 11 - \$60,123.65/annually effective 11/23/14..
- 3.4 SHERIFF - A motion by Mr. Lusk and seconded by Mrs. Rogers and passed (4-0), approved Andrea N. Brackbill as full time replacement Deputy Sheriff - Pay grade 7 - \$17.55/hour effective 11/24/14, and Sheriff - Jonathan P. Rachael as full time replacement Deputy Sheriff - Pay grade 7 - \$17.55/hour effective 12/1/14.
- 3.5 RMS BUSINESS OFFICE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Doris A. Laubach as

full time Clerk III/Weighmaster - General Office Clerk - Pay grade 4 - \$13.54/hour effective 11/24/2014

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:33 a.m.

#### **4.0 BOARD OF ASSESSMENT REVISION**

4.1 CONVENE BOARD OF ASSESSMENT REVISION. Mr. Mussare convened the Board of Assessment Revision at 10:33 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved the following real estate refunds due to veterans' exemptions:  
Parcel 50-001-308 for Larry Shedly in the amount of \$270.00.  
Parcel 07-391-131 for James & Nancy Ellis in the amount of \$348.83.

4.3 CERTIFY TAX ROLLS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), certified the tax roll for 2015:  
Taxable parcels = 51,940 Assessment = 5,628,642,660.  
Exempt parcels = 1,844 Assessment = 1,025,841,780.  
Total parcels = 53,787 Assessment = 6,654,484,440.

4.4 ADJOURN BOARD OF ASSESSMENT REVISION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Board of Assessment Revision at 10:18 a.m.

***Mr. Mussare reconvened the Commissioners' Meeting at 10:19 a.m.***

#### **5.0 REPORTS / INFORMATION ITEMS.**

5.1 Beth Johnston announced the 2015 preliminary budget is on display.

5.2 Mya Toon announced that Lycoming County is requesting bids for Collection and Disposal of Trash and Recyclable Materials for Lycoming County Facilities.

5.3 Mya Toon announced that Lycoming County is requesting bids for Correctional Officer Uniforms.

5.4 Mya Toon announced that Lycoming County is requesting bids for security services.

5.5 The Commissioners recognized the following individuals who assisted in medical emergency on election day:

Alicia Deisadoro.  
Beth Minnier.  
Michael Betts.  
Tanner Paulhamus.  
Jim Beamer.

**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, December 2, 2014.

**8.0 ADJOURN COMMISSIONERS' MEETING**. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Commissioners' Meeting at 10:42 a.m.