

Commissioners:

TONY R. MUSSARE  
*Chairman*

ERNEST P. LARSON  
*Vice Chairman*

JEFF W. RAUFF  
*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  
December 11, 2014  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner Mussare - Present  
Commissioner Larson - Present  
Commissioner Rauff - Present

Solicitor Smith - Present

**1.0 OPERATIONS**

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare 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. Mussare opened the floor to public comment on agenda items only, and none were received.

**2.0 ACTION ITEMS**

- 2.1 ADOPT RESOLUTION 2014-29. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adopted resolution 2014-29 for the TDA.
- 2.2 ADOPT RESOLUTION 2014-30. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adopted resolution 2014-30 for the five year capital plan.

- 2.3 ADOPT RESOLUTION 2014-31. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0, Rauff abstained), adopted resolution 2014-31 for the 2015 budget.
- 2.4 ADOPT RESOLUTION 2014-32. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adopted resolution 2014-32 setting the millage rate for 2015 at 5.75 mills.
- 2.5 ADOPT RESOLUTION 2014-33. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adopted resolution 2014-32 setting the pre-determined ratio for 2015 at 100%.
- 2.6 ADOPT RESOLUTION 2014-34. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adopted resolution 2014-33 for C&Y Services Line of Credit guarantee renewal.
- 2.7 APPROVE AUDITOR ENGAGEMENT LETTER. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved auditor engagement letter with BakerTilley.
- 2.8 ADOPT RESOLUTION 2014-35. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), adopted resolution 2014-34 authorizing execution of Penn DoT contract for bridge inspections.
- 2.9 APPROVE AGREEMENT WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved agreement with Larson Design Group for bridge inspections.
- 2.10 APPROVE AGREEMENT WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved agreement with Larson Design Group for Allenwood Camp Lane.
- 2.11 APPROVE PSA WITH OUTSIDE IN. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved 2014-2015 professional service agreement with Outside In for the Juvenile Probation Office.
- 2.12 APPROVE PSA WITH GEORGE JR. REPUBLIC. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved 2014-2015 professional service agreement with George Jr. Republic for the Juvenile Probation Office
- 2.13 APPROVE PSA WITH DON MARTINO. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved professional service agreement with Don Martino for PCRA cases in the amount of \$19,200.
- 2.14 APPROVE AMENDMENT 3 TO AGREEMENT WITH FRY'S FIRE SYSTEMS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-

0), approved amendment 3 to agreement with Fry's Fire Systems.

2.15 APPROVE TRANSPORTER AUTHORIZATION APPLICATION TO DEP. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved annual municipal and residual waste transporter authorization application to DEP for RMS.

2.16 APPROVE EXTENSION TO AIR QUALITY PLAN. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved extension to air quality plan for RMS.

2.17 APPROVE RENEWAL WITH ARRAYA. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved maintenance renewal with Arraya in the amount of \$63,184.28.

2.18 APPROVE AMENDMENT TO ACT 13 AGREEMENT WITH LCWSA. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved amendment to Act 13 agreement with Lycoming County Water & Sewer Authority for Beaver Lake.

2.19 APPROVE RENEWAL OF AGREEMENT WITH INFOCON. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved renewal of professional service agreements with Infocon for the following:  
software support.  
Printing.  
VPN.

2.20 APPROVE AMENDMENT TO VALUE PAYMENT SYSTEMS. A motion by Mr. Larson and seconded by Mr. Rauff and passed (3-0), approved amendment to agreement with Value Payment Systems LLC for the following:  
World Pay.  
Data Processing.

2.21 APPROVE PARTICIPATION IN CCAP UC TRUST PROGRAM. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved participation by SEDA COG to participate in the County Commissioners Association of Pennsylvania's (CCAP) UC trust program.

***Mr. Mussare recessed the Commissioners' Meeting at 10:41 a.m.***

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Deputy Controller Collins was present.

3.2 PRISON - A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), approved Claire E. Updegraff as full time replacement Correctional Officer Relief (M/F) - COI - \$14.71/hour effective 12/14/14.

3.3 INFORMATION SERVICES - A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), approved Wendy Keefer-Dehart as full time replacement Clerk III - Pay grade 4 - \$16.42/hour effective 12/21/14.

3.4 ADJOURN SALARY BOARD. A motion by Mrs. Collins and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:43 a.m.

*Mr. Mussare reconvened the Commissioners' Meeting at 10:43 a.m.*

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 The Commissioners recognized the Leadership Lycoming Class of 2015.

5.2 The Commissioners recognized Mike Hamm on his retirement. Paulette Clementoni spoke on Mr. Hamm's service to the County.

**6.0 PUBLIC COMMENT.** Mr. Mussare opened the floor to public comment and the following were received:  
Vince Matteo, President of Williamsport Lycoming Chamber of Commerce commented on Bill Kelly's exceptional commitment to the County.

**7.0 NEXT REGULARLY SCHEDULED MEETING.** Mr. Mussare 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 10:32 a.m.