

**Commissioners:**

JEFF C. WHEELAND  
*Chairman*

ERNEST P. LARSON  
*Vice Chairman*

TONY R. MUSSARE  
*Secretary*



ANN M. GEHRET  
*Director of Administration  
and Chief Clerk*

N. RANDALL SEES  
*Solicitor*

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**Minutes of the Meeting of  
March 28, 2013  
Board Room, Executive Plaza  
Pine Street, Williamsport**

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

Solicitor Sees - 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 ADOPT RESOLUTION 2013-08. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-08 supporting the continuation of tax exempt municipal bonds.

2.2 AWARD CONTRACTS FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contracts for food products on a per item basis to Keyco Distributors, Feesers, Inc, and Benjamin Foods.

- 2.3 AWARD CONTRACTS FOR VEHICLE MAINTENANCE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contracts for vehicle maintenance to Bastian Tire and McCarthy Tire & Auto.
- 2.4 APPROVE PURCHASE OF ANGLE BROOM. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of angle broom from Cleveland Brothers in the amount of \$14,847.00 off of state contract.
- 2.5 APPROVE PURCHASE OF HYDRAULIC THUMB. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of one new 2013 Caterpillar hydraulic thumb from Cleveland Brothers Equipment Company, Inc., in the amount of \$2,510.
- 2.6 APPROVE AMENDMENT 2 TO ACCENT WIRE PSA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 2 to professional service agreement with Accent Wire Products for recycling baler materials and supplies.
- 2.7 APPROVE AMENDMENT 1 TO DEACON EQUIPMENT PSA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment 1 to professional service agreement with Deacon Equipment Company for tub grinder materials.
- 2.8 APPROVE PSA WITH MCM COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with MCM Communications for communication needs assessment.
- 2.9 APPROVE PSA WITH ESSENTIAL MANAGEMENT SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Essential Management Solutions for wireless tower validation, installation and training not to exceed \$166,396.
- 2.10 APPROVE PSA WITH YOUTH EDUCATION SERVICES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Youth Educations Services for JPO.
- 2.11 APPROVE QUOTE FROM ARRAYA SOLUTIONS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved quote from Arraya Solutions for a period of one year in the amount of \$28,101 off of state contract.
- 2.12 APPROVE AGREEMENT WITH MONTGOMERY BOROUGH. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved

agreement with Montgomery Borough for riparian buffer construction with NFWF funds.

- 2.13 APPROVE AMENDMENT TO AGREEMENT WITH SEDA COG JRA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to intergovernmental agreement with SEDA COG Joint Rail Authority for PIB loan.
- 2.14 APPROVE RECEIPT OF PHARE GRANT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved receipt of PHARE grant in the amount of \$2 million.
- 2.15 APPROVE AMENDMENT TO AGREEMENT WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to agreement with Larson Design Group for water line extension.
- 2.16 APPROVE CHANGE ORDER 3 WITH SIKORA BROTHERS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved change order #3 with Sikora Brothers for water line extension.
- 2.17 APPROVE AGREEMENT WITH PENNDOT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved agreement of sale/easement with PennDOT in the amount of \$500.
- 2.18 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA change - Sheriff - Change chief deputy sheriff to pay grade 10.

***Mr. Wheeland recessed the Commissioners' Meeting at 10:22 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 Sheriff Lusk and seconded by Mrs. Rogers and passed (5-0), approved the reclassification of Steve R. Hall to full time Chief Deputy Sheriff - Pay grade 10 - \$57,760.38/annually effective 3/31/13.
- 3.3 DISTRICT ATTORNEY - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Alyssa K. Bedison as full time replacement Clerk I - Pay grade 2 - \$11.27/hour effective 4/1/13.

- 3.4 INFORMATION SERVICES - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Laurie E. Cressman as full time replacement Clerk III - Pay grade 4 - \$13.34/hour effective 4/1/13.
- 3.5 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Jason W. Shaffer as full time replacement Correctional Officer I - Relief - COI - \$14.35/hour effective 4/1/13.
- 3.6 PRISON - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-1, Rogers), approved the promotion of Ronald K. Poust to full time Bail Release Officer - Pay grade 9 - \$20.68/hour effective 4/14/13.
- 3.7 DPS-COMMUNICATIONS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Francine A. Aloisio as part time Training Telecommunicator I - Pay grade 5 - \$13.53/hour effective 4/1/13, not to exceed 1,000 hours annually, and  
DPS - Communications - Jacob E. Winter as part time Training Telecommunicator I - Pay grade 5 - \$13.53/hour effective 4/1/13, not to exceed 1,000 hours annually.
- 3.8 COURTS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Linda S. Wettlaufer as full time replacement Court Reporter - Pay grade 8 - \$18.95/hour effective 4/15/13.
- 3.9 COURTS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Roni L. Kreisher as full time Senior Court Reporter - Pay grade 9 - \$29.659458/hour effective 4/21/13.
- 3.10 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:25 a.m.

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

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

- 5.1 Michele McDermott announced that Lycoming County is requesting bids for professional consulting engineering services.

5.2 The Commissioners presented blue jean Friday money to Dave Fagerstrom for the YMCA in the amount of \$912.

**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, April 9, 2012.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:26 a.m.