

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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COUNTY of LYCOMING
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**Minutes of the Meeting of
June 6, 2013
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Sees - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. Mussare 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 (2-0), 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 AWARD CONTRACT TO SPECTOR MANUFACTURING, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), awarded contract for one new 2013 transfer trailer to Spector Manufacturing, Inc. in the total amount of \$49,351.00.

2.2 APPROVE SUBMISSION OF FORM HW-C TO DEP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved submission of Compliance History Form HW-C annual report to DEP.

- 2.3 APPROVE PSA WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved professional service agreement with Larson Design Group for engineering services.
- 2.4 APPROVE MINOR PERMIT MODIFICATION SUBMISSION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved submission of minor permit modification to the solid waste permit to PA DEP.
- 2.5 APPROVE AIR QUALITY COMPLIANCE FORM SUBMISSION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved submission of Air Quality Compliance form to DEP.
- 2.6 APPROVE EMS GRANT AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved grant agreement for EMS with the Department of Health in the amount of \$297,524.
- 2.7 APPROVE SUB CONTRACT WITH MUNCY CREEK TOWNSHIP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved subrecipient contract for HMGP with Muncy Creek Township.
- 2.8 APPROVE AMENDMENT TO AGREEMENT WITH SIRIUS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved amendment to agreement with SIRIUS for maintenance to AS400 in the amount of \$24,493.17.
- 2.9 APPROVE APPLICATION FOR PHARE GRANT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved application for PHARE grant in the amount of \$1.3 million.
- 2.10 APPROVE SUB CONTRACT WITH YWCA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved subrecipient agreement with the YWCA in the amount of \$4,469 from FFY 2012 CDBG.
- 2.11 APPROVE NFWF GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved NFWF Grant application in the amount of \$603,636.50.
- 2.12 APPROVE BOND PAYMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved payment in the amount of \$54,688.60 for the guaranteed revenue bonds series of 2011.
- 2.13 APPROVE PURCHASE FROM PHILLIPS SUPPLY HOUSE, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved purchase of digital printing machine from Philips

Supply House, Inc. off of COSTARS contract in the amount of \$41,931.

2.14 APPROVE MODIFICATION TO POLICY 407. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), approved modification to Policy #407 - Payment for On-Call - of the County's Policy & Procedure Manual.

2.15 APPOINT TO LYCOMING COUNTY RECREATION AUTHORITY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), appointed to Lycoming County Recreation Authority John Confer to fill unexpired term of Kevin DeParlos ending 12/31/15 effective 7/1/13.
Jesse Lindsay to fill unexpired term of Paul Rooney ending 12/31/15 effective 7/1/13.

Mr. Mussare recessed the Commissioners' Meeting at 10:22 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.
Treasurer Rupert was present for item 3.2.

3.2 TREASURER - A motion by Mrs. Rupert and seconded by Mr. Larson and passed (4-0), approved Victoria N. Entz as part time replacement Clerk I - Pay grade 2 - \$10.46/hour effective 7/1/13, not to exceed 1,000 hours annually.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:23 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Mussare convened the Board of Assessment Appeals at 10:23 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:

Parcel 32-293-134 for Rendle & Kare Ranck in the amount of \$291.11.
Parcel 28-262-121 for Roger & Joyce McRae in the amount of \$332.01.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Board of Assessment Appeals at 10:24 a.m.

Mr. Mussare reconvened the Commissioners' Meeting at 10:24 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners recognized Sandra Murray on her retirement. Karl Demi detailed some of the projects in which Sandy was a key player.

Sandy Murray thanked her coworkers and gave her appreciation for working for the county.

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, June 11, 2013.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (2-0), adjourned the Commissioners' Meeting at 10:24 a.m.