

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  
July 11, 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 10:01 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.

***Mr. Wheeland recessed the Commissioners' Meeting at 10:03 a.m.***

Commissioner Wheeland convened a TEFRA Hearing for Lycoming College at 10:03 a.m.

Ann Pepperman, solicitor for Lycoming County Authority detailed the use of the bonds for Lycoming College. The \$41.5 million would be used to refund existing bond as well as fund construction and renovation projects.

Jeff Bennett, Controller/CFO/Treasurer for Lycoming College explained the projects that would be funded by this.

Mr. Wheeland opened the floor to public comments, and none were received.

Mr. Wheeland closed the public hearing at 10:06 a.m.

***Mr. Wheeland reconvened the Commissioners' Meeting at 10:06 a.m.***

## **2.0 ACTION ITEMS**

2.1 ADOPT RESOLUTION 2013-15. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-15 for Lycoming College.

2.2 ADOPT RESOLUTION 2013-16. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-16 for M&T Bank.

2.3 APPROVE PURCHASE FROM EAGLE EQUIPMENT, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase from Eagle Truck Equipment, Inc, for 8-new 2013 recycling containers in the total amount of \$54,736.50 off of COSTARS contract.

2.4 APPROVE AMENDMENT TO PSA WITH KROFF CHEMICAL CO, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved amendment to professional service agreement with Kroff Chemical Co, Inc. for wastewater deposit and odor control chemicals for a two year extension on an as needed basis.

2.5 AWARD CONTRACTS FOR INSULATED STEEL PIPE AND ACCESSORIES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded a contract for insulated steel pipe and accessories bid price schedule A to Thermal Pipe Systems, Inc., in the amount of \$97,277.12 and 2 items in bid price schedule B to Joint Specialists, LTD in the total amount of \$17,275.40.

2.6 APPROVE PSA WITH PENN COLLEGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Penn College for ShaleNET for \$50,000 of Act 13 funds.

Dave Pisner from Penn College detailed the ShaleNET training.

Kurt Hausammann explained that this is for Lycoming County residents, and is the first program of its kind funded by Act 13 monies.

2.7 APPROVE GRANT APPLICATION FEE SCHEDULE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved

grant application fee schedule for Planning & Community Development.

- 2.8 APPROVE ACT 13 GRANT TO CHILDREN & YOUTH. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Act 13 grant to children & youth not to exceed \$25,000 pending review & approval by solicitor.
- 2.9 APPROVE RIGHT OF WAY WITH PP&L. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved right of way with PP&L for bridge construction on Elimsport Road.
- 2.10 ADOPT RESOLUTION 2013-17. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adopted resolution 2013-17 for DUI Court Grant.
- 2.11 APPROVE DUI COURT GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved grant application to the Bureau of Highway Safety & Traffic Engineering for the DUI Court Grant in the amount of \$56,676.40.
- 2.12 APPROVE SAVIN AGREEMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved SAVIN maintenance and service agreement with the PA District Attorneys institute for the Prison.
- 2.13 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved TDA Change - Conservation District - remove one temporary part time agricultural conservation technician effective 7/21/13.

***Mr. Wheeland recessed the Commissioners' Meeting at 10:34 a.m.***

### **3.0 SALARY BOARD**

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
- 3.2 CONSERVATION DISTRICT - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Matthew E. Johnson as full time replacement Technician/Soil Conservation - pay grade 7 - \$33,748.83/annually effective 7/21/13.
- 3.3 PRISON - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-1, Rogers), approved the reclassification of Brad A. Shoemaker as full time Deputy Warden/Operations & Security - pay grade 12 - \$71,263.20/annually effective 7/21/13.

- 3.4 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Christine E. Shuck as full time replacement Clerk III - pay grade 4 - \$17.254727/hour effective 7/21/13.
- 3.5 DPS - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-1, Rogers), approved the reclassification of Sandra L. Holdren as full time Communications Manager - pay grade 11 - \$71,917.23/annually effective 7/21/13.
- 3.6 JPO - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-1, Rogers), approved the reclassification of Matthew T. Minier as full time Deputy JPO - pay grade 11 - \$61,308.61/annually effective 7/21/13.
- 3.7 REGISTER & RECORDER - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved the reclassification of Ashley L. Waldman as full time Clerk II - pay grade 3 - \$12.45/hour effective 7/21/13.
- 3.8 INFORMATION SERVICES - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Robert H. Gottschall as full time replacement PC Technician - pay grade 8 - \$39,500.00/annually effective 7/15/13, and Information Services - Tjark D. Pengal as full time replacement Program Analyst 1 - pay grade 7 - \$33,748.83/annually effective 7/15/13.
- 3.9 VOTER REGISTRATION - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Forrest K. Lehman as full time Assistant Director of Elections - pay grade 6 - \$15.86/hour effective 8/5/13.
- 3.10 PCD - ASSESSMENT - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Ruth McKeon as full time replacement Clerk I - pay grade 2 - \$11.27/hour effective 7/15/13.
- 3.11 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:36 a.m.

***Mr. Wheeland reconvened the Commissioners' Meeting at 10:36 a.m.***

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 The Commissioners presented a 10 year service pin to Patty Walters from the DA office. DA Linhardt spoke about her service.

5.2 Kurt Hausammann discussed a media release for ShaleNet.

5.3 Jason Yorks announced that LCRMS is requesting bids for insulated steel pipe and accessories that received no bids (2<sup>nd</sup> request).

**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, July 16, 2013.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:38 a.m.