

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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**Minutes of the Meeting of
October 24, 2013
Board Room, Executive Plaza
Pine Street, Williamsport**

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

Solicitor Smith - 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.

2.0 ACTION ITEMS

2.1 AWARD CONTRACT TO MCMAHON ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved contract to McMahon Associates for Muncy Area Corridor Access Management Plan in the amount of \$118,800.

2.2 AWARD CONTRACT TO LEE SUPPLY COMPANY, INC. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved contract to Lee Supply Company, Inc. for 2 butt fusion welders and accessories in the total amount of \$82,018.84.

- 2.3 APPROVE PSA WITH BEST LINE EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved a three year extension to the professional service agreement with Best Line Equipment for maintenance and repair.
- 2.4 APPROVE PURCHASE FROM BRADCO SUPPLY CO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of Knapheide steel flatbed truck body from BRADCO Supply Co. off COSTARS contract in the amount of \$10,071.76.
- 2.5 APPROVE PERMIT MODIFICATION WITH DEP. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved minor permit modification with Department of Environmental Protection for additional gas wells.
- 2.6 APPROVE PSA WITH C. TOWNSEND VELKOFF. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the professional service agreement with C. Townsend Velkoff for the Juvenile Probation Office.
- 2.7 APPROVE SUBRECIPIENT AGREEMENT WITH UNITED WAY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved subrecipient monitoring contract with Lycoming County United Way for Homeless Assistance Program in the amount of \$153,114.
- 2.8 APPROVE PSA WITH REAL ESTATE APPRAISAL AND MARKETING ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Real Estate Appraisal and Marketing Associates for appraisal services for Third Street Plaza and Executive Plaza not to exceed \$10,000.
- 2.9 APPROVE PSA WITH HARTMAN EMPLOYEE BENEFITS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved professional service agreement with Hartman Employee Benefits, Inc. not to exceed \$15,000 for the period July 1, 2013 to June 30, 2014.

Mr. Wheeland recessed the Commissioners' Meeting at 10:16 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was absent.
- 3.2 PRE RELEASE - A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Tammy M. Stidfole as full

time replacement Administrative Specialist - Pay grade 6 - \$17.146235/hour effective 10/27/13.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Salary Board at 10:16 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:16 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Megan Lehman announced that Lycoming County is requesting bids for purchase of nutrient credits.

6.0 PUBLIC COMMENT. Mr. Wheeland opened the floor to public comment and the following were received:
Scott Miller from Tucker Street in Williamsport suggested that the neighborhood watch meetings held in City Hall should be taped and broadcast on LCAT.

7.0 NEXT REGULARLY SCHEDULED MEETING. Mr. Wheeland announced the next regularly scheduled meeting as a work session on Tuesday, October 29, 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 10:20 a.m.