

**Minutes of the Meeting of  
February 21, 2008**

Commissioner Burke - Present  
Commissioner Larson - Absent  
Commissioner Wheeland - Present

Solicitor Yaw - Present

**1.0 OPERATIONS**

- 1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:06 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved the minutes of the previous meeting as they are recorded.
- 1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mrs. Burke opened the floor to public comment on agenda items only, and none were received.

**2.0 ACTION ITEMS**

- 2.1 APPROVE PA HUMANITIES COUNCIL GRANT APPLICATION. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved Pennsylvania Humanities Council Grant Application in the amount of \$3,000.
- 2.2 APPROVE PSA WITH DEC DATASYSTEMS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with DEC Datasystems not to exceed \$10,750.
- 2.3 APPROVE PSA WITH RONI KREISHER. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with Roni L. Kreisher for transcription services.
- 2.4 APPROVE PSA WITH ANN DIGGAN. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with Ann Diggan for transcription services.
- 2.5 APPROVE PSA WITH J. MICHAEL WILEY. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with J. Michael Wiley to serve as solicitor to the Zoning Administrator in the amount of \$85/hour.

- 2.6 APPROVE PSA WITH MCQUAY. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with McQuay.
- 2.7 APPROVE PSA WITH REAL ESTATE APPRAISAL AND MARKETING ASSOC. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with Rich Drzewiecki/Real Estate Appraisal and Marketing Associates not to exceed \$6,500 for appraisal services.
- 2.8 APPROVE PSA WITH TOM SWIGART. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with Tom Swigart in the amount of \$20/hour not to exceed 16 hours for each class.
- 2.9 ADOPT RESOLUTION 2008-8. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved Resolution 2008-8 regarding wireless 9-1-1 funds.
- 2.10 APPROVE CONTRACT WITH MOTOROLA. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved contract with Motorola for the Communications Consoles in the 911 Center in the amount of \$489,172.
- 2.11 APPROVE CONTRACT WITH GLOBALSTAR USA. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved contract with Globalstar USA for North Central Terrorism Task Force for a period of five years for satellite phones.
- 2.12 APPROVE PSA WITH COCCIARDI AND ASSOC. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with Cocciardi and Associates not to exceed \$10,000.
- 2.13 APPROVE POLICY 1301. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved Policy 1301 - Delegation of Purchasing Authority, of the Lycoming County Policy & Procedures Manual.
- 2.14 APPROVE POLICY 504.1. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved Policy 504.1 - Expense Reimbursement, of the Lycoming County Policy & Procedures Manual.
- 2.15 APPROVE CONTRACT WITH MORBARK, INC. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved contract with Morbark, Inc., for 1- New 2008 Morbark 1300B Tub Grinder in the amount of \$705,063.62.
- 2.16 APPROVE PSA WITH JOHN COUNSIL. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional services agreement with John Council.

2.17 APPROVE SERVICES INVOICES. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved purchase of services:

Lezzer Commercial Door in the amount of \$2,405.00.  
ADT Security Services in the amount of \$3,851.00.  
Lezzer Commercial Door in the amount of \$773.00.  
Lezzer Commercial Door in the amount of \$766.00.  
Dubois Chemical in the amount of \$1,876.96.  
ADT Security Services in the amount of \$461.79.  
Port Elevator in the amount of \$475.00.  
Konkle Lanscaping in the amount of \$200.00.

2.18 APPROVE TRANSCOR AMERICA LLC INVOICES. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved invoices with TransCor America LLC in the amount of \$1,704.32 and \$2,147.96.

***Mrs. Burke recessed the Commissioners' Meeting at 10:28 a.m.***

### **3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Deputy Controller Miller was present.

3.2 MAINTENANCE - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), approved Joseph A. Kyle as full time replacement Maintenance I - Pay grade 3 - \$10.79/hour effective 2/25/08.

3.3 PRE-RELEASE - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), approved Jonathan C. Foster as full time replacement Resident Supervisor - Pay grade 5 - \$12.80/hour effective 2/24/08, and Pre Release - Jacqueline L. Moore as full time replacement Resident Supervisor - Pay grade 5 - \$12.80/hour effective 2/24/08.

3.4 PRISON - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), approved Kyle P. Wingo as full time replacement Correctional Officer I- Relief- COI - \$12.51/hour effective 2/24/08.

3.5 RMS - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), approved Vincent J. Jedriewski as full time replacement Mechanic - Pay grade 7 - \$16.614668/hour effective 2/24/08.

3.6 HUMAN RESOURCES - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), approved Anna M. Wetzel as part time replacement Clerk III/Floater - Pay grade 4 - \$12.68/hour effective 2/24/08, not to exceed 1,000 hours annually, and

Human Resources - Karen M. Lusk as full time replacement Clerk III - Pay grade 4 - \$11.72/hour effective 2/24/08, and Human Resources - Kimberly A. Sewall as full time replacement Clerk I - Pay grade 2 - \$9.91/hour effective 2/25/08.

3.7 PUBLIC SAFETY - EMS - A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), approved Darla G. Krotzer as full time replacement EMS Regional Field Coordinator - Pay grade 7 - \$29,678.49/annually effective 2/25/08.

3.8 ADJOURN SALARY BOARD. A motion by Mrs. Miller and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:30 a.m.

***Mrs. Burke reconvened the Commissioners' Meeting at 10:30 a.m.***

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

5.1 The Commissioners introduced Karl Demi, Deputy Director of Information Services. He introduced Josh Girio and Chris DallaPiazza who announced the unveiling of [www.lyco.org](http://www.lyco.org). Josh Girio read a prepared statement regarding the updated website.

#### **6.0 PUBLIC COMMENT.** Mrs. Burke opened the floor to public comment and the following were received:

Scott Miller of Tucker Street in Williamsport spoke about three points.

1. Mr. Miller said he participated in the CERT training program, and it is wonderful.
2. Mr. Miller spoke about the Sun Gazette editorial regarding US 15 being plowed and salted. He did not recall what date, but he was traveling northbound over the mountain into South Williamsport and said that it did not appear to have been treated.
3. Mr. Miller was concerned about the lateness of the Pennsylvania primary. He felt that due to this it takes 'our' voice out of the national election. He feels it should be moved up.

Mrs. Burke thanked Mr. Miller for his comments. She also explained to him that Route 15 is a State Road and he should talk to PennDot. She also suggested that the Transportation Planner in our Planning Department may be of help in communicating this to them.

#### **7.0 NEXT REGULARLY SCHEDULED MEETING.** Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, February 26, 2008.

**8.0** **ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 10:35 a.m.