

COMMISSIONERS

REBECCA A. BURKE
Chairperson

ERNEST P. LARSON
Vice-Chairman

JEFF C. WHEELAND
Secretary



FRED F. MARTY
Chief Clerk
Director of Administration

E. EUGENE YAW
Solicitor

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
April 24, 2008**

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

Solicitor Yaw - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:04 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), 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 PSA WITH DELTA DEVELOPMENT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Delta Development.

2.2 ADOPT RESOLUTION 2008-15. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved resolution 2008-15 for submitting the Business in Our Sites Program to DCED.

2.3 APPROVE HSDF PRE EXPENDITURE PLAN. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved the Human Service Development Fund (HSDF) Pre-Expenditure Plan for fiscal year 2008-09 in the amount of \$297,954.

2.4 APPROVE AGREEMENT WITH LARSON DESIGN GROUP. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved engineering agreement with Larson Design Group to design County Bridge No. 102 covered bridge rehabilitation project in the amount not to exceed \$330,287.63.

- 2.5 APPROVE SUB CONTRACT WITH STEP. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved subrecipient agreement with STEP for CCHP in the amount of \$200,000.
- 2.6 APPROVE FORM HW-C. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved the Form HW-C - compliance history - for permit application to DEP.
- 2.7 APPROVE PSA WITH KAREN STAPP. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Karen Stapp to serve as law clerk in the amount of \$20.27/hour not to exceed 1,000 hours.
- 2.8 APPROVE AMENDMENT TO AGREEMENT WITH CHRISTINA SMITH. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved amendment to agreement with Christina Smith for Highway Safety Project.
- 2.9 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mrs. Burke and passed (2-0), approved TDA Changes in Planning & Community Development:
Reclassify GIS/Data Systems Supervisor position to grade 10-11.
Realign Hazard Reduction Planner under GIS/Data Systems Supervisor.
Add PT Zoning Officer under Development Services Supervisor.

Mrs. Burke recessed the Commissioners' Meeting at 10:15 a.m.

3.0 SALARY BOARD

- 3.1 CONVENE SALARY BOARD. Controller Rogers was present.
Treasurer Rupert was present for item 3.3.
- 3.2 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved Michael P. Stark as part time replacement Resident Supervisor - Pay grade 5 - \$11.90/hour effective 5/05/08, not to exceed 1,000 hours annually, and
Pre-Release - Christine M. Nau as part time replacement Resident Supervisor - Pay grade 4 - \$10.90/hour effective 4/28/08, not to exceed 1,000 hours annually.
- 3.3 TREASURER - A motion by Mrs. Rupert and seconded by Mrs. Rogers and passed (4-0), approved Heather L. Williams as part time replacement Clerk I - Pay grade 2 - \$9.20/hour effective 4/28/08, not to exceed 1,000 hours annually.

3.4 PCD - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (3-0), approved the reclassification of Frances W. Jones to full time GIS/Data Systems Supervisor - Pay grade 10 - \$41,245.35/annually effective 5/04/08.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Krista and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:15 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:19 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 The Commissioners presented a 10 year Service Pin to Dayton Mitstifer at RMS.

5.2 Mya Toon announced that Lycoming County is requesting bids for emergency power supply update at the prison.

5.3 Tim Mahoney presented a certificate from United Way.

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

7.0 NEXT REGULARLY SCHEDULED MEETING. Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, March 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 10:21 a.m.