

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
January 19, 2012
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.

2.0 ACTION ITEMS

- 2.1 AWARD CONTRACT TO NICKI COLLINS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contract for surplus equipment item 37 to Nicki Collins in the amount of \$5.
- 2.2 AWARD CONTRACT TO MARK BALESTINO. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), awarded contract for surplus computer equipment to Mark Balestino in the amount of \$28
- 2.3 APPROVE REVISION TO POLICY 504.1. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved revision to Policy 504.1 - Expense Reimbursement of the County's Policy & Procedures Manual.

- 2.4 REJECT BIDS FOR DIGITALIZATION AND DISSEMINATION. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved bids opened 12/20/2011 for Digitalization and Dissemination of Documents.
- 2.5 APPROVE AGREEMENT WITH PEGGY TRESSLER. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved agreement with Constable Peggy Tressler for use of police frequency 1.
- 2.6 APPROVE AGREEMENT WITH DONALD TRESSLER. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved agreement with Constable Donald Tressler for use of police frequency 1.
- 2.7 APPROVE INVOICE FROM ARRAYA. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved invoice from Arraya for software for purchase from COSTARS contract in the amount of is \$15,575.
- 2.8 APPROVE INVOICES FROM SUNGARD. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved invoices from SunGard for an annual software maintenance agreement renewal on the various software modules in our eFinancePlus financial package for the total amount of \$79,450.10.
- 2.9 APPROVE PURCHASE FROM SUSQUEHANNA MOTOR COMPANY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of Mack Tri-Axle Roll Off Truck from Susquehanna Motor Company off of COSTARS contract in the amount of \$176,285.38.
- 2.10 APPROVE PURCHASE FROM SUNBURY MOTOR COMPANY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of Ford F-350 Super Duty Passenger Van from Sunbury Motor Company off of COSTARS contract in the amount of \$29,257.
- 2.11 APPROVE PURCHASE FROM HIGHWAY EQUIPMENT AND SUPPLY COMPANY. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved purchase of New 2012 Volvo MC135C Skid Steer Loader from Highway Equipment & Supply Company through the Federal Defense Logistics Procurement Program contract in the amount of \$51,430.86.
- 2.12 APPOINT TO ENDLESS MOUNTAINS RC&D. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved Megan Lehman to Endless Mountains RC&D Council.

Mr. Wheeland recessed the Commissioners' Meeting at 10:08 a.m.

4.0 BOARD OF ASSESSMENT APPEALS

4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mr. Wheeland convened the Board of Assessment Appeals at 10:08 a.m.

4.2 APPROVE REAL ESTATE REFUND. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), approved the real estate refund for parcel 01-328-134 to Martin & James Paulhamus in the amount of \$837.21.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Board of Assessment Appeals at 10:09 a.m.

Mr. Wheeland reconvened the Commissioners' Meeting at 10:09 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is seeking bids for Digitalization and Dissemination of Documents (2nd request).

5.2 John Yingling introduced two new employees:
Forrest Lehman.
Kyle Bertin.

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, January 24, 2012.

8.0 ADJOURN COMMISSIONERS' MEETING. A motion by Mr. Larson and seconded by Mr. Mussare and passed (3-0), adjourned the Commissioners' Meeting at 10:11 a.m.