

**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*

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

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

Solicitor Yaw - Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mrs. Burke convened the Commissioners Meeting 10:02 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 PROCLAIM COUNTY PRIDE DAY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 'County Pride Day' in honor of achieving 100% Compliance at the County Prison and Pre Release Center.

2.2 ADOPT RESOLUTION 2008-26. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved resolution 2008-26 for participation in PIMCC.

2.3 APPROVE PSA WITH JC EHRLICH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with JC Ehrlich.

2.4 APPROVE AGREEMENT WITH TIOGA COUNTY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Detention Agreement with Tioga County in the amount of \$50/day.

- 2.5 APPROVE AGREEMENT WITH CLINTON COUNTY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Detention Agreement with Clinton County in the amount of \$60/day.
- 2.6 APPROVE JPO CONTRACTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following contracts for the JPO:  
Community Service Group/All Seasons.  
Robert Meachum.  
Community Solutions.
- 2.7 AWARD CONTRACT TO MID STATE PAVING, LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded the contract for the 2008 Base Coat Paving Improvements project at the Lycoming County Farm Complex to the lowest compliant bidder, Mid State Paving, LLC in the amount of \$27,653.80.
- 2.8 AWARD CONTRACT TO JET-VAC, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract to Jet-Vac, Inc., for 1- New 2008 Sewer Jet Cleaning System with accessories in the amount of \$88,379.64.
- 2.9 APPROVE EASEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Easement & Right of Way Agreement by Carl Vinning to John Morey, Charles Lowry, PCT, and Lycoming County.
- 2.10 APPROVE EASEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Easement & Right of Way Agreement by Lycoming County to Carl Vinning, John Morey, Charles Lowry and PCT.
- 2.11 AWARD CONTRACT TO MORTECH MANUFACTURING COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract for cadaver equipment to Mortech Manufacturing Company in the amount of \$26,935.
- 2.12 APPROVE GRANT APPLICATION TO STATE JUSTICE INSTITUTE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant application to the State Justice Institute in the total amount of \$30,000.
- 2.13 ADOPT RESOLUTION 2008-27. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adopted Resolution 2008-27 to establish the chain of succession in the event of an emergency.
- 2.14 APPROVE PSA WITH EDWARD RYMSZA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement renewal with Edward J. Rymsza

as 65-case conflict attorney in the amount of \$35,000/annually.

- 2.15 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved TDA Changes: (Fred Marty)
- Fiscal Services - reclassification of Grants Administrator/Purchasing Agent to grade 10.
  - Prison - Maintenance - change Maintenance II (Electrical) to Maintenance III (Electrical).
  - Maintenance Court House - Maintenance II (Electrical) to Maintenance III (Electrical).

***Mrs. Burke recessed the Commissioners' Meeting at 10:22 a.m.***

### **3.0 SALARY BOARD**

- 3.1 CONVENE SALARY BOARD. Controller Rogers was not present.
- 3.2 FISCAL SERVICES - A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved the reclassification Mya D. Toon as full time Grants Administrator/Purchasing Agent - Pay grade 10 - \$45,631.23/annually effective 7/27/08.
- 3.3 COURTS - A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved Matthew Mobilio as full time replacement Law Clerk I - Pay grade 9 - \$35,473.24/annually effective 8/18/08..
- 3.4 PRISON - A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), approved John Mesko III as full time replacement Central Control Operator - COII - \$19.42/hour effective 8/10/08.  
Prison - reclassification of Lloyd B. Fryer to full time Maintenance III (Electrical) - Pay grade 6 - \$13.93/hour effective 7/27/08.  
Prison - promotion of John H. Bricker as full time replacement CO/Rover - COII - \$17.28/hour effective 8/10/08.
- 3.5 RMS - A motion by Mrs. and seconded by Mr. and passed (-), approved Donald R. Koehler, Jr. as full time replacement Support Floater - Pay grade 6 - \$15.456013/hour effective 7/27/08.
- 3.6 ADJOURN SALARY BOARD. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:25 a.m.

### **4.0 BOARD OF ASSESSMENT APPEALS**

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:16 a.m.
- 4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following Real Estate Refunds:  
Parcel 08-208-125 William & Virginia Kieser \$426.96.  
Parcel 13-356-112 Raymond & Evelyn Whitmoyer \$53.66.
- 4.3 APPROVE HOMESTEAD/FARMSTEAD ADDITIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved 336 Homestead/Farmstead additions.
- 4.4 ADJOURN BOARD OF ASSESSMENT APPEALS. Mrs. Burke adjourned the Board of Assessment Appeals at 10:25 a.m.

*Mrs. Burke reconvened the Commissioners' Meeting at 10:25 a.m.*

**5.0 REPORTS / INFORMATION ITEMS.**

- 5.1 Cheri Rogers introduced the following new employee:  
RMS - Stephanie Messner.
- 5.2 The Commissioners presented Job Well Done pins:  
Mark Murawski.  
Beth Johnston.
- 5.3 Dan Dorman announced that LCRMS is requesting bids for Consumable Energy Products.

**6.0 PUBLIC COMMENT.** Mrs. Burke opened the floor to public comment and none were received.

**7.0 NEXT REGULARLY SCHEDULED MEETING.** Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, July 29, 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 10:30 a.m.