

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

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

[www.lyco.org](http://www.lyco.org)  
[county.commissioners@lyco.org](mailto:county.commissioners@lyco.org)

**Minutes of the Meeting of  
September 25, 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 10:03 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 AWARD CONTRACT TO FEESER'S. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), awarded contract for food items on a per item basis to Feeser's.

2.2 AWARD CONTRACT TO KEYCO. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), awarded contract for food items on a per item basis to Keyco.

2.3 AWARD CONTRACTS FOR SURPLUS EQUIPMENT. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), awarded contracts for surplus equipment as follows: (Mya Toon)  
Lot 3 to Joe Kyle in the amount of \$25.  
Lot 5 to Ace Locksmith in the amount of \$256.

2.4 APPROVE LYCOMING AFTERCARE ENHANCEMENT PROJCT GRANT. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved grant receipt from PCCD for the Lycoming Aftercare Enhancement Project in the amount of \$44,920.

- 2.5 APPROVE CHANGE ORDER WITH MID STATE PAVING. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved Change Order Number 1 with Mid-State Paving in the amount of \$1,874.05.
- 2.6 APPROVE AGREEMENT WITH LYCOMING COUNTY PLANNING COMMISSION. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved the corridor plan agreement with the Lycoming County Planning Commission.
- 2.7 APPROVE PSA WITH TRACY FINK. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Tracy Fink for Prothonotary's Office in the amount of \$20/hour not to exceed 40 hours.
- 2.8 APPROVE PURCHASE FROM CLEVELAND BROTHERS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved purchase from Cleveland Brothers Equipment Company, Inc., for 1- Caterpillar Computer-Aided Earthmoving System (CAES) in the total amount of \$18,540.
- 2.9 APPROVE PSA WITH FAIRBANKS SCALES. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved professional service agreement with Fairbanks Scales for 2009, 2010, and 2011.
- 2.10 APPROVE AMENDMENT TO TRI-COUNTY PETROLEUM CONTRACT. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved Amendment Number 1 to contract with Tri County Petroleum, Inc.
- 2.11 APPROVE AFSCME COLLECTIVE BARGAINING AGREEMENT. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved AFSCME Collective Bargaining Agreement for 2008-2011.
- 2.12 APPROVE TDA CHANGE. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved TDA change - RMS - add one full time temporary transfer station operator, pay grade 6.

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

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

- 4.1 CONVENE BOARD OF ASSESSMENT APPEALS. Mrs. Burke convened the Board of Assessment Appeals at 10:10 a.m.

4.2 APPROVE REAL ESTATE REFUNDS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), approved the following real estate refunds:  
Parcel 42-001-106 for Geraldine Snook in the amount of \$238.66.  
Parcel 26-330-106.A for James & Carla Hepburn in the amount of \$72.68.  
Parcel 14-270-103.C for Neal & Betsy Kimberling in the amount of \$928.30.  
Parcel 08-208-122 for Ann Good in the amount of \$42.64.  
Parcel 26-025-116 for Robert Hook, et al in the amount of \$15.00.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Wheeland and seconded by Mrs. Burke and passed (2-0), adjourned the Board of Assessment Appeals at 10:11 a.m.

*Mrs. Burke reconvened the Commissioners' Meeting at 10:11 a.m.*

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 The Commissioners presented a 10 year service award to Christine Shuck, Central Collections.

**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, September 30, 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 10:13 a.m.