

Commissioners:

REBECCA A. BURKE  
*Chairperson*

ERNEST P. LARSON  
*Vice-Chairman*

JEFF C. WHEELAND  
*Secretary*



ANN M. GEHRET  
*Interim Director of Administration  
and Chief Clerk*

N. RANDALL SEES  
*Solicitor*

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COUNTY of LYCOMING  
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**Minutes of the Meeting of  
March 17, 2011  
Board Room, Executive Plaza  
Pine Street, Williamsport**

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

Solicitor Sees - 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.

***Mrs. Burke recessed the Commissioners' Meeting at 10:12 a.m.***

Bill Lowthert of SEDA COG convened the CDBG Public Hearing for the 2009 and 2010 CDBG budget modifications. He explained that the future of the 2011 CDBG program is in doubt, as announced by DCED.

Mr. Lowthert explained where the 2009 and 2010 CDBG monies were going to be transferred.

2009 \$75,000 to Old Lycoming Township project.

\$74,100 to McNett Township project.

\$13,200 to the YWCA project.

\$24,143.08 to the Community Arts Center project.

2010 \$100,000 to Franklin Township project.

Donna McNight of McNett Township thanked the Commissioners for helping with this project that will help the residents of the Township. She also thanked Bill Lowthert and Rachelle Ricotta for all their hard work.

Michael Lunger of Franklin Township thanked the Board for its consideration.

Robert Whitford, Old Lycoming Township Manager thanked the Board and gave an update on the sewer lateral project.

Kim Ramen, accounting manager of the YWCA announced that he was grateful for this rebudget.

Jerry Simms of the Community Arts Center thanked the Board for its consideration.

Reverend Joseph Walker Sr., Pastor, wanted to clarify that his proposed project in Clinton Township is not a homeless shelter but a rehabilitation center. He said, "its very important, its crucial." He also said this should be a number 1 priority, it is more than a church thing, this is a county thing, and important.

Mrs. Burke briefly explained the strict guidelines that need to be followed to fund potential projects.

The public hearing was adjourned at 10:24 a.m.

***Mrs. Burke reconvened the Commissioners' Meeting at 10:24 a.m.***

## **2.0 ACTION ITEMS**

2.1 APPROVE 2009 CDBG BUDGET MODIFICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved budget modifications to the County's FFY 2009 CDBG program.

2.2 APPROVE 2010 CDBG BUDGET MODIFICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved budget modifications to the County's FFY 2010 CDBG program.

2.3 AWARD CONTRACTS FOR AGGREGATE PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contracts to the following for aggregate products on an as-needed basis:  
Hanson Aggregates PA LLC.  
Eastern Industries, Inc.

2.4 APPROVE USE OF REIGHARDS, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved using Reighards Inc. for drafting, processing and delivery of PA DOT title, registration and licensing paperwork and other notary services as needed.

2.5 APPROVE AMENDMENT AGREEMENT WITH DEACON EQUIPMENT COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed

(3-0), approved amendment 2 to agreement with Deacon Equipment Company, extending it through March 25, 2012

- 2.6 APPROVE RECYCLING BIN GRANT APPLICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the Coco-Cola/Keep America Beautiful recycling bin grant application.
- 2.7 APPROVE 903 RECYCLING GRANT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved PA DEP recycling 903 grant in the amount of \$30,305.73.
- 2.8 APPROVE AGREEMENT WITH SUSQUEHANNA MOTOR COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with Susquehanna Motor Company, Inc. for 1-New 2012 Mack TD713 semi truck tractor with accessories in the amount of \$172,704.58 off of COSTARS contract.
- 2.9 APPROVE REVISION TO POLICY 1301. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved revision to Policy 1301 - purchasing policy of the county's policy & procedures manual.
- 2.10 APPROVE PURCHASE FROM APPLE CHEVROLET. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase from Apple Chevrolet of 2011 Chevy Traverse AWD in the amount of \$25,280 off of State Contract.
- 2.11 APPROVE PAYMENTS FOR PUBLIC DEFENDER SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved payments for public defender services in other counties.
- 2.12 APPROVE ASSIGNMENT AND ASSUMPTION AGREEMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Approve assignment and assumption agreement with L.R. Kimball & Associates acquired by COI Infrastructure.
- 2.13 APPROVE PAYMENT TO PHIL HAGER. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved payment to Phil Hager in the amount of \$68.11.
- 2.14 APPROVE AGREEMENT WITH BENESRIPT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved agreement with Benescript for a period of 3 years for the prescription drug plan.

*Mrs. Burke recessed the Commissioners' Meeting at 10:32 a.m.*

### 3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was absent.

3.2 RMS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Samuel D. Miller as full time replacement Truck Driver - Pay grade 6 - \$15.01/hour effective 3/28/11.

3.3 RMS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Christopher J. Budman as full time replacement Mechanic - Pay grade 6 - \$16.37/hour effective 3/28/11.

3.4 COURTS - A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the reclassification of Amanda B. Browning as full time Law Clerk II - Pay grade 11 - \$45,779.80/annually effective 3/20/11.

3.5 ADJOURN SALARY BOARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Salary Board at 10:32 a.m.

*Mrs. Burke reconvened the Commissioners' Meeting at 10:32 a.m.*

## 5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting bids for food products for the prison and pre release center.

5.2 Jason Yorks announced that LCRMS is distributing a media release for the 2010 Annual Recycling Tonnage Report.

5.3 Jason Yorks announced that LCRMS is requesting bids for 12 and 10 gauge tying wire and 3/4 inch metal strapping that is used for the Recycling Baler.

5.4 Jason Yorks announced that LCRMS is requesting bids for stackable interlocking concrete blocks.

5.5 The Commissioners presented a JWD pin to Rachelle Ricotta. Bill Kelly spoke of her endeavors. Several members of the public spoke on the positive impact Rachelle has on the local communities.

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

Sophia Walker of Memorial Avenue in Williamsport announced that she is upset that she was not told about today's public hearing. She went on to assert that her project met all of the

requirements of the CDBG program, and is upset that the homeless are not a priority on these county lists.

Mrs. Burke suggested she work with the county-wide alliance for the homeless.

Mr. Lowthert added that Freedom House is still considered for 2011 funding. The reason for not being notified is that this is a budget modification for the 2009 and 2010 funding. The reason this project was not considered for prior years funding is due to there being two outstanding questions (the permitted use in the area, and the building not being owned by a 501C3 corporation).

**7.0 NEXT REGULARLY SCHEDULED MEETING.** Mrs. Burke announced the next regularly scheduled meeting as a work session on Tuesday, March 22, 2011.

**8.0 ADJOURN COMMISSIONERS' MEETING.** A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), adjourned the Commissioners' Meeting at 10:40 a.m.