

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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**Minutes of the Meeting of
March 24, 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 10:02 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 AWARD CONTRACT TO TRIGAR TIRE & AUTO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for vehicle maintenance & repair to Trigar Tire & Auto.

2.2 AWARD CONTRACT FOR FOOD PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded contract for food products for the 2nd Quarter on a per item basis to Keyco Distribution and Feesers, Inc.

2.3 APPROVE PSA WITH THE JAMES VANDERLIN CO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with The James Vanderlin Co.

- 2.4 APPROVE PSA WITH BRENNAN'S UPHOLSTERY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Brennan's Upholstery.
- 2.5 APPROVE AMENDMENT TO PSA WITH MERICLE REAL ESTATE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to professional service agreement with Mericle Real Estate to extend it to April 30, 2011.
- 2.6 APPROVE AMENDMENT TO AGREEMENT WITH ULTIMATE EXPRESS CAR WASH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Ultimate Express car wash to extend it for one year.
- 2.7 APPROVE INVOICE FROM STATEWIDE PRISONER EXTRADITION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved invoice from Statewide Prisoner Extradition in the amount of \$992.78.
- 2.8 APPROVE PSA WITH BARTON ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Barton Associates for re-commissioning HVAC systems at TSP not to exceed \$26,000.
- 2.9 APPROVE MAIN STREET GRANT BUDGET MODIFICATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved second amendment to DCED agreement for Main Street Grant budget modification.
- 2.10 APPROVE PSA WITH GOLDMNA ASSOCIATES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Goldman Associates, Inc.
- 2.11 AWARD CONTRACTS FOR AGGREGATE PRODUCTS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contracts to the following for aggregate products on an as-needed basis per the revised bid tabulation form: Hanson Aggregates PA, LLC.; Eastern Industries, Inc.
- 2.12 APPROVE AGREEMENT WITH THE TEAMSTERS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved collective bargaining agreement with Teamsters Local Union 764 for Lycoming County ADA/APD for the period of January 1, 2011 through December 31, 2013.
- 2.13 APPOINT CINDY BOWER TO PLANNING COMMISSION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved Cindy Bower to the Planning Commission with term expiration of 12/31/2014.

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 3.4.

3.2 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Charles S. Young, Jr. as full time replacement Resident Supervisor - pay grade 6 - \$15.01/hour effective 3/28/11; and
Pre release - Adam C. Welteroth as full time replacement Resident Supervisor - pay grade 6 - \$15.01/hour effective 3/28/11.

3.3 RMS - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Adam R. Leczner as full time replacement Equipment Operator - pay grade 6 - \$15.01/hour effective 3/29/11; and
RMS - William B. Lee Jr. as full time replacement Equipment Operator - pay grade 6 - \$15.01/hour effective 3/29/11.

3.4 TREASURER - A motion by Mrs. Rupert and seconded by Mrs. Rogers and passed (5-0), approved Michelle A. Travis as full time replacement Clerk III - Pay grade 4 - \$12.63/hour effective 3/28/11.

3.5 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), adjourned the Salary Board at 10:16 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 EXEMPTIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the following real estate exemptions:

41-352-118.13 River Valley Regional YMCA.
63-02-605 City of Williamsport.
65-03-233 American Rescue Workers.

4.2 APPROVE REAL ESTATE REFUND. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved the real estate refund:

Parcel 26-021-203 to William Abernatha Jr. in the amount of \$410.38.

4.3 ADJOURN BOARD OF ASSESSMENT APPEALS. A motion by Mr. Wheeland and seconded by Mr. Larson and passed (3-0), adjourned the Board of Assessment Appeals at 10:17 a.m.

Mrs. Burke reconvened the Commissioners' Meeting at 10:17 a.m.

5.0 REPORTS / INFORMATION ITEMS.

5.1 Jason Yorks announced that LCRMS is requesting bids for recycling cardboard-fiber conveyors and sorting mezzanine equipment.

5.2 The Commissioners recognized Jean Stump on her retirement. District Attorney Linhardt commented on her service to the County.

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, April 5, 2011. There will be no meetings on March 29 and 31, 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 10:18 a.m.