

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  
April 7, 2011  
Board Room, Executive Plaza  
Pine Street, Williamsport**

Commissioner Burke - Present via conference call  
Commissioner Larson - Present  
Commissioner Wheeland - Present

Solicitor Sees - Present

**1.0 OPERATIONS**

- 1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland 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). Mr. Wheeland opened the floor to public comment on agenda items only, and none were received.

**2.0 ACTION ITEMS**

- 2.1 ADOPT RESOLUTION 2011-09. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved resolution 2011-09 for surplus property valued in excess of \$1,000.
- 2.2 ADOPT RESOLUTION 2011-10. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved resolution 2011-10 for surplus property valued less than \$1,000.
- 2.3 APPROVE PCCD GRANT AWARD. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved grant award for Juvenile Accountability grant funds in the amount of \$10,000 from PCCD.
- 2.4 APPROVE PUBLIC DEFENDER INVOICES. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved invoices

from other counties for public defender services from 2009 and 2010.

- 2.5 PROCLAIM CCAP DAY. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), proclaimed April 7 as "County Commissioner Association of Pennsylvania Day" in Lycoming County.
- 2.6 PROCLAIM TELECOMMUNICATIONS WEEK. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), proclaimed the week of April 10-16, 2011, as "Telecommunications Week" in Lycoming County.
- 2.7 APPROVE PEMA GRANT AGREEMENT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved grant agreement with PEMA for the U.S. Department of Homeland Security FFY08 Citizen Corps Program in the amount of \$18,500.
- 2.8 APPROVE RENEWAL OF HELPSTAR. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved annual renewal with Help Desk Technology Corporation of licensing & maintenance for HelpSTAR in the amount of \$4,724.10 for one year.
- 2.9 APPROVE AMENDMENT TO CONTRACT WITH GEOPRIME. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved amendment to contract with GeoPrime to increase the limit from \$23,000 to \$31,000 for work on web mapping products for risk map.
- 2.10 APPROVE MOU WITH OUR TOWNS 2010. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved memorandum of understanding with Our Towns 2010, Inc.
- 2.11 APPROVE SUB CONTRACT WITH OUR TOWNS 2010. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved subrecipient monitoring contract with Our Towns 2010, Inc. in the amount of \$100,000.
- 2.12 APPROVE SUB CONTRACT WITH OUR TOWNS 2010. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved subrecipient monitoring contract with Our Towns 2010, Inc. in the amount of \$70,000.
- 2.13 APPROVE EXTENSION TO RFP FOR COGEN PLANT. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved extension to RFP for CoGen Plant for an additional 30 days.
- 2.14 AWARD CONTRACT TO ACCENT WIRE PRODUCTS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), awarded contract for recycling baler materials and supplies to Accent Wire Products on an as needed basis.

2.15 AWARD CONTRACT TO US CONCRETE PRECAST GROUP MID ATLANTIC. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved contract for stackable interlocking concrete blocks to US Concrete Precast Group Mid-Atlantic in the amount of \$2,920.

2.16 APPROVE PRICING SCHEDULE FOR CONCRETE BLOCKS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved pricing for stackable interlocking concrete blocks from US Concrete Precast Group Mid-Atlantic and Deihl Vault & Precast, Inc. on an as needed basis.

*Mr. Wheeland recessed the Commissioners' Meeting at 10:13 a.m.*

### 3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 PRE RELEASE - A motion by Mrs. Rogers and seconded by Mrs. Burke and passed (4-0), approved reclassification of Gandy L. Williams as full time Resident Supervisor - Pay grade 6 - \$15.01/hour effective 4/17/11.

3.3 PRISON - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Scott T. Hammer as full time replacement Correctional Officer I/Relief - COI - \$12.83/hour effective 4/10/11.

3.4 COURTS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved Daniel P. Wright as part time replacement Tipstave - Pay grade 1 - \$9.12/hour effective 4/11/11.

3.5 COURTS - A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), approved reclassification of Amanda B. Browning as a Law Clerk II - Pay grade 11 - \$45,779.80/annually effective 3/6/11.

3.6 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:15 a.m.

*Mr. Wheeland reconvened the Commissioners' Meeting at 10:15 a.m.*

### 5.0 REPORTS / INFORMATION ITEMS.

5.1 Mya Toon announced that Lycoming County is requesting bids for surplus computer equipment.

5.2 Michael Hnatin announced that LCRMS is requesting bids for new recycling containers.

5.3 Ann Gehret commented on the great work Jeff Rauff of the Hartman Agency has done for the County. Mr. Rauff was presented a certificate upon his retirement.

**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, April 12, 2011.

**8.0 ADJOURN COMMISSIONERS' MEETING**. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), adjourned the Commissioners' Meeting at 10:24 a.m.