

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 26, 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 10:01 a.m.
- 1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson and seconded by Mrs. Burke 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.

The following bids were opened:  
Recycling Drop-Off containers  
Surplus Computer Equipment

**2.0 ACTION ITEMS**

- 2.1 PROCLAIM CORRECTIONAL EMPLOYEE WEEK. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), proclaimed May 1-7 as Correctional Employee Week in Lycoming County.
- 2.2 APPROVE PSA WITH MERICLE REAL ESTATE. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved amendment to professional service agreement with Mericle Real Estate to continue services month-to-month not to exceed 4 months.

2.3 APPROVE REVISION TO POLICY 504.1. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved revisions to Policy 504.1 - Expense Reimbursement of the County's policy & procedure manual effective July 1, 2011.

2.4 APPROVE AGREEMENT WITH WBDA. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved sub-recipient agreement with West Branch Drug & Alcohol for the Treatment Court Enhancement Grant in the amount of \$99,808.

2.5 APPROVE AGREEMENT WITH DOMINION VOTING SYSTEMS. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved agreement with Dominion Voting Systems to provide software license and maintenance support in the amount of \$19,830.

2.6 APPROVE PSA WITH L&L BOILER. A motion by Mr. Larson and seconded by Mrs. Burke and passed (3-0), approved professional service agreement with L & L Boiler Maintenance, Inc.

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

### 3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 VETERANS AFFAIRS - A motion by Mrs. Rogers and seconded by Mrs. Burke and passed (4-0), approved promotion of George W. Heiges, Jr. to full time replacement Director of Veteran's Affairs - Pay grade 7 - \$16.37/hour effective 5/1/2011.

3.3 ADJOURN SALARY BOARD. A motion by Mrs. Rogers and seconded by Mr. Larson and passed (4-0), adjourned the Salary Board at 10:16 a.m.

*Mr. Wheeland reconvened the Commissioners' Meeting at 10:16 a.m.*

### 5.0 REPORTS / INFORMATION ITEMS.

5.1 Sandy Adams announced a Board of Elections meeting to be held April 27 at noon in the Board Room.

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, May 3, 2011. No meeting this Thursday, April 28, 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 10:17 a.m.