

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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WILLIAMSPORT, PA 17701

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**Minutes of the Meeting of  
June 28, 2011  
Board Room, Executive Plaza  
Pine Street, Williamsport**

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

Solicitor Sees - Present

**1.0 OPERATIONS**

1.1 CONVENE COMMISSIONERS MEETING. Mr. Wheeland convened the Commissioners Meeting 10:03 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), 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.

**Bid Opening:**

Roof Replacement for county courthouse (2 bidders): Weather Control Company and Atlantic Coast Contracting.

**2.0 ACTION ITEMS**

2.1 ADOPT RESOLUTION 2011-20. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2011-20 declaring property as surplus.

2.2 APPROVE PURCHASE FROM SCHAEGLER YESCO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved purchase from Schaedler Yesco for parts for the mezzanine project in the amount of \$10,629.79 off of PA COSTARS contract.

- 2.3 APPROVE AMENDMENT 5 WITH PAULHAMUS LITHO INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment 5 with Paulhamus Litho, Inc., for recycling newsletter increasing the cost by \$776.
- 2.4 APPROVE PSA WITH CROSSROADS COUNSELING. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved renewal professional service agreement with Crossroads Counseling for JPO.
- 2.5 APPROVE PSA WITH COMMUNITY SOLUTIONS INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved renewal professional service agreement with Community Solutions, Inc. for JPO.
- 2.6 APPROVE PSA WITH MACTEC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved the amendment to professional service agreement with Mactec for Brownfields grant work extending it to October 31, 2011, pending approval from DEP extending the Brownfields grant.
- 2.7 APPROVE PSA WITH LORI REXROTH. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Lori Rexroth to serve as conflicts attorney for a period of 90 days.
- 2.8 APPROVE PSA WITH TODD LETA. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved professional service agreement with Todd Leta to serve as conflicts attorney for a period of 90 days.
- 2.9 APPROVE HAZ MAT EMERGENCY RESPONSE ASSESSMENT UPDATE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved Haz Mat Emergency Response Preparedness Assessment 2010 update.
- 2.10 APPROVE TDA CHANGES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved TDA changes: Delete Assessment Department and add under PCD - GIS/Assessment division; create one full time chief assessor position, pay grade 10; create one full time assistant chief assessor position, pay grade 9; create three full time field assessor positions, pay grade 6; create one full time Clerk III position, pay grade 4; create one full time Clerk I position, pay grade 2.

## 5.0 REPORTS / INFORMATION ITEMS.

- 5.1 Mya Toon announced that Lycoming County is requesting bids for surplus property.

5.2 Jason Yorks announced that LCRMS is requesting bids for new conveyor drive units.

**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, July 5, 2011.

**8.0 ADJOURN COMMISSIONERS' MEETING**. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adjourned the Commissioners' Meeting at 10:13 a.m.