

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*

---

Telephone (570) 320-2124  
Fax (570) 320-2127

COUNTY of LYCOMING  
48 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

---

www.lyco.org  
county.commissioners@lyco.org

**Minutes of the Meeting of  
July 21, 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 10:01 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 PROCLAIM MARCELLUS SHALE DAY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), proclaimed Wednesday, July 27, as "Marcellus Shale Day" in Lycoming County.

2.2 ADOPT RESOLUTION 2011-21. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved resolution 2011-21 for Benefit Skills of Central Pa.

2.3 AWARD BID FOR SURPLUS EQUIPMENT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), awarded bid for surplus equipment opened July 19, 2011 to Krista Rogers in the amount of \$10.

- 2.4 AWARD CONTRACT TO FARMER COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract for removal and installation of storage tank to Farmer Company in the amount of \$74,260.
- 2.5 AWARD CONTRACT TO BEARINGS & DRIVES UNLIMITED, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved contract to Bearings & Drives Unlimited, Inc. for two heavy duty conveyor drive units in the total amount of \$1,463.14.
- 2.6 APPROVE PURCHASE FROM HIGHWAY EQUIPMENT COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved purchase of one new Volvo skid steer loader from Highway Equipment & Company in the total amount of \$53,610.22.
- 2.7 APPROVE PSA WITH FIELD-TEC SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Field-Tec Services, Inc. on an as needed basis for RMS.
- 2.8 APPROVE PSA WITH LSC ENVIRONMENTAL PRODUCTS LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with LSC Environmental Products, LLC on an as needed basis for RMS.
- 2.9 APPROVE PSA WITH MURRYSVILLE MACHINERY COMPANY LLC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Murrysville Machinery Company, LLC. on an as needed basis for RMS.
- 2.10 APPROVE PSA WITH COMMONWEALTH EQUIPMENT CORPORATION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Commonwealth Equipment Corporation on an as needed basis for RMS.
- 2.11 APPROVE PSA WITH GUARD ENTERPRISES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved professional service agreement with Guard Enterprises on an as needed basis for RMS.
- 2.12 APPROVE AMENDMENT TO PSA WITH FRED HAMM, INC. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved amendment to agreement with Fred Hamm, Inc. for trash removal services, extending it to December 31, 2011.
- 2.13 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (3-0), approved TDA change - PCD - addition of one part time temporary Assistant Community Development Planner position - Pay grade XX.

*Mrs. Burke recessed the Commissioners' Meeting at 10:14 a.m.*

**3.0 SALARY BOARD**

3.1 CONVENE SALARY BOARD. Controller Rogers was present.

3.2 MAINTENANCE - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Mary E. Richards as full time replacement Custodial Worker - Pay grade 1 - \$9.81/hour effective 7/25/2011.

3.3 COURTS - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved April M. McDonald as full time replacement Court Scheduler - Pay grade 7 - \$18.35/hour effective 8/7/2011.

3.4 PCD - A motion by Mrs. Rogers and seconded by Mr. Wheeland and passed (4-0), approved Rachelle Ricotta as part time temporary Assistant Community Development Planner - Pay grade XX - \$38/hour effective 7/25/2011, not to exceed 1,000 hours annually.

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.

*Mrs. Burke reconvened the Commissioners' Meeting at 10:16 a.m.*

**5.0 REPORTS / INFORMATION ITEMS.**

5.1 The Commissioners presented Charles Long a retirement clock and his 20 year pin. Kevin DeParlos commented on his service.

**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, July 26, 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 10:19 a.m.