

Commissioners:

REBECCA A. BURKE  
*Chairperson*

ERNEST P. LARSON  
*Vice-Chairman*

JEFF C. WHEELAND  
*Secretary*



ANN M. GEHRET  
*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  
December 8, 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 10:02 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.

**2.0 ACTION ITEMS**

- 2.1 ADOPT RESOLUTION 2011-37. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), adopted resolution 2011-37 for the \$2.5 Million tax and revenue anticipation collateral security note.
- 2.2 REJECT BIDS FOR TRASH REMOVAL SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), rejected bids received December 6, 2011 for trash removal services.
- 2.3 AWARD CONTRACT TO TULPEHOCKEN. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), awarded contract for bottled water service to Tulpehocken Mountain Spring Water, Inc.
- 2.4 APPROVE PURCHASE FROM SUSQUEHANNA MOTOR COMPANY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0),

approved purchase from Susquehanna Motor Company, Inc. for 1-New 2012 Mack CHU613 Semi Truck Tractor TRAC-18 off of state contract in the amount of \$114,988.15.

- 2.5 APPROVE AMENDMENT TO AGREEMENT WITH FOLSE OILFIELD SERVICES. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment 1 to agreement with Folse Oilfield Services.
- 2.6 APPROVE EMPG SUBMISSION. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved Emergency Management Performance Grant Annual Submission in the amount of \$131,960.
- 2.7 APPROVE AMENDMENT TO AGREEMENT WITH KEYSTONE COMMUNICATIONS. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to professional service agreement with Keystone Communications for rain and stream gauge maintenance.
- 2.8 APPROVE AGREEMENT WITH CONSTABLE CILLO. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved agreement with Constable Cillo for use of Police Frequency 1.
- 2.9 APPROVE CONTRACT WITH STEP. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved Act 137 monitoring contract with STEP.
- 2.10 APPROVE REVISION TO POLICY 504.1. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved revision to Policy 504.1 - Expense Reimbursement - of the County's Policy & Procedure Manual.
- 2.11 APPROVE AMENDMENT TO AGREEMENT WITH THE GIRIO AGENCY. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved amendment to agreement with the Girio Agency for appraisal services.
- 2.12 APPROVE HMPG RECEIPT. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved Hazard Mitigation Grant Program grant receipt from PEMA in the amount of \$145,600.
- 2.13 APPROVE TDA CHANGE. A motion by Mr. Larson and seconded by Mr. Wheeland and passed (2-0), approved TDA change - Veterans Affairs - part time VA Assistant to full time VA Assistant Pay grade 5.

***Mr. Wheeland recessed the Commissioners' Meeting at 10:37 a.m.***

### **3.0 SALARY BOARD**

- 3.1 CONVENE SALARY BOARD.** Deputy Controller Miller was present.
- 3.2 VETERANS AFFAIRS** - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Ronald K. Poust, Jr. as part time to full time Veterans Affairs Assistant - Pay grade 5 - \$13.79/hour effective 12/11/11.
- 3.3 MAINTENANCE** - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Katja Frye as full time replacement Custodial Worker - Pay grade 1 - \$9.81/hour effective 12/12/11.
- 3.4 RMS - RESOURCE RECOVERY** - A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), approved Andrew W. Miller as full time replacement Equipment Operator - Float Driver - Pay grade 6 - \$15.01/hour effective 12/12/11.
- 3.5 ADJOURN SALARY BOARD.** A motion by Mrs. Miller and seconded by Mr. Larson and passed (3-0), adjourned the Salary Board at 10:40 a.m.

***Mr. Wheeland reconvened the Commissioners' Meeting at 10:40 a.m.***

### **5.0 REPORTS / INFORMATION ITEMS.**

5.1 The Leadership Lycoming Class was present.

**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, December 13, 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 10:50 a.m.