

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 966

Washington County Commissioners
Washington, Pennsylvania, March 6, 2014

The Washington County Commissioners met in regular session in the Public Meeting Room, Courthouse Square, Washington, Pa., with the following members being present: Commissioners Larry Maggi, Diana Irey Vaughan and Harlan G. Shober, Jr. Also being present: Fr. Joseph Oleynik of St. John the Baptist Church, Canonsburg, Pa.; American Legion Post 907 representative Roy Wise; Director of Administration Scott Fergus; Solicitor Lynn DeHaven; Director of Human Resources Chuck Nicholls; Chief Clerk Mary Helicke; Administrative Assistant Joyce Thornburg; Commissioner Administrative Assistants Joy Orndoff and Marie Trossman; Planning Department representative Melanie Thomas-Finney; Behavioral Health and Developmental Services representative Sara Sichi; WJPA representatives Jim Jefferson; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizens Frank Byrd, Kaylea Thomas, Elaine Moore, Shannon Moore and Lisa Wood.

Mr. Maggi called the meeting to order at approximately 10:03 a.m.

Pastor Dan Grimes led the meeting with a prayer.

Mr. Wise led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 965 dated February 20, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 965, as written.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan; Mr. Maggi - Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mrs. Vaughan read a proclamation proclaiming the month of March Self-Harm Awareness Month in Washington County.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the proclamation for the month of March as Self-Harm Awareness Month.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Irey Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

A McGuffey High School student, Kaylea Thomas, used this topic as her senior project. Ms. Thomas stated that she feels awareness needs to be raised so teenagers will no longer be ignored nor judged by these actions. Ms. Thomas then passed out orange ribbons to raise awareness of self-harm. She urged everyone to wear the orange ribbons on March 19.

(RECESS FOR PHOTOS)

MINUTE BOOK

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PUBLIC COMMENTS

None.

OLD BUSINESSBID AWARDS

Solicitor DeHaven recommended the Board approve the bid award for roof replacement and repairs (full/partial) of the Washington County Courthouse Square, 9-1-1 Call Center and the correctional facility (above kitchen) to Miller Thomas Gyekis (MTG), Pittsburgh, Pa., in the bid amount of \$378,590.00, being the lowest most responsive and responsible bidder meeting specifications. The costs of these repairs have been approved for Act 13 Funds. This replacement and repair for the Correctional facility is contingent upon Prison Board approval.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the bid award for roof replacement and repairs for the above named areas.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board approve the bid award for fixed asset appraisal services/software for Washington County and the Washington County Health Center to the following lowest most responsive and responsible bidder meeting specifications: Industrial Appraisal Company, Pittsburgh, Pa., in the amount of total bid of \$64,070.00 (plus annual service fees of 3,600 and 4,040 for two reports, one for insurable values and one for the property report.) A majority of the costs will be paid from the general fund with a smaller percentage coming from the health center operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the bid award for fixed asset appraisal services/software for Washington County and the Washington County Health Center.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

BID CONTRACTS

Solicitor DeHaven recommended the Board approve the carpet purchase from Don Greer's Fashion Floors of Washington, Pa., being made via a bid contract and therefore does not require bidding. The total purchase is \$22,998.32, and would include flooring for Human Services, Controller's Office and Purchasing, as part of the structured rotation to keep carpet updated within the courthouse square structure.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above bid contract for carpet.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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CONTRACT EXTENSION

Solicitor DeHaven recommended the Board approve the extension of the contract with Washington Builders Supply Co. This contract is for the purpose of obtaining building materials on an as need basis based on per unit costs. This contract extension will be effective through December 31, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above contract extension for building materials.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Elections Office, of a contract with Dominion Voting for 2014 at a cost of \$58,660.00. Dominion offers election support services and testing for the primary and general election.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract with Dominion Voting for 2014.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Elections Office, of travel for Wesley Parry to Denver, Colo., to attend a conference/workshop held by The Election Center. Costs are estimated to be approximately \$2,200. Approval is also requested to add The Election Center to the list of approved associations.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving travel to Denver, Colo., and the addition of The Election Center to the list of approved associations.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of the Hazardous Emergency Preparedness Planning and Training Grant for FFY 2014. The grant, in the amount of \$10,602.00, is for the completion of a planning assessment and training for emergency responders. This is a reimbursable grant program which involves a federal share of 80% and the county providing a 20% soft match.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the Hazardous Emergency Preparedness Planning and Training Grant for FFY 2014.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Tax Revenue, of travel to San Antonio, Texas, from April 13 to April 16, 2014, for Debbie Bardella, Debbie Rutan, Brad Boni and Raff Casale. The purpose of the travel is to attend the Tyler Technologies Conference. Costs are estimated to be \$6,100.00 and will be charged to the Recorder of Deeds Records Improvement Fund.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving travel to San Antonio, Texas.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a paid-up oil and gas lease with Chesapeake Appalachia, LLC for 10.6800 acres located in Donegal Township, Washington County: Parcel I.D. 230-007-00-00-0064-00 and 230-007-00-00-0063-00. The lease stipulates no surface operations, a royalty of 18% and signing bonus of \$6,500 per acre.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the paid-up oil and gas lease with Chesapeake Appalachia, LLC.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Department, three unitization agreements for Cross Creek County Park totaling 537.1315 acres for inclusion in the Avella Land Ventures Units A, B and C. The well site is not on County property.

Unit A: 157.9202 acres of 713.7851 total

Unit B: 103.1503 of 255.2768 total

Unit C: 276.0610 acres of 599.6177 total

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving three unitization agreements for Cross Creek County Park.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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Chief Clerk presented to the Board for their consideration and approval, on behalf of the Finance Department, of the renewal of general and professional liability insurance from Pelican Insurance. The annual premium is \$100,575.00.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the renewal of general and professional liability insurance from Pelican Insurance.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Child Care Information Services, of the 2014 provider agreements with the list of previously approved providers. The contracts will automatically renew until either party notifies the other party, in writing, not to renew under the current terms.

April Goudy, Washington, Pa.

Tori Torhan, Ambridge, Pa.

Sabrina Whittington, Beaver Falls, Pa.

Donna Greene, Washington, Pa.

Mandy Fox, Beaver Falls, Pa.

Dulcinea Campbell, Beaver Falls, Pa.

Kids 1st Child Care, Washington, Pa.

Ashley Happ, Ambridge, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above listed 2014 provider agreements.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Children & Youth Services, of a purchase of service agreement with Family Care for Children & Youth, Inc., for the period of July 1, 2013 through June 30, 2014. The contract authorization amount will not exceed \$255,000.00 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above purchase of service agreement with Family Care for Children & Youth, Inc.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to authorize the advertising for bids for generator preventative maintenance for all County buildings.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization to advertise for bids for generator preventative maintenance.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Court Administration, to enter into a month-to-month lease agreement with Andrew G. Uram Family Partnership for MDJ 27-1-01 for the current office space effective April 1, 2014 at the current rate of \$4137.68/month. President Judge Debbie O'Dell Seneca would like to investigate additional options prior to entering into a five-year lease for our current location.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the month-to-month lease agreement with Andrew G. Uram Family Partnership for MDJ 27-1-01 current office space.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Court Automation, of the purchase of a three-year maintenance agreement with Emerson Network Power/Liebert Systems of McKees Rocks, Pa., to cover the maintenance and support of the Courthouse Liebert UPS unit. The agreement would continue through March, 2017, at a total cost of \$31,380.00 (\$10,460.00 per year). The total cost would be paid from Court Automation operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the three-year maintenance agreement with Emerson Network Power/Liebert Systems.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of the payment of software maintenance from Environmental Systems Research Institute (ESRI), Redlands, Calif., in the amount of \$32,228.00, for the software to maintain and update geographical features in the 9-1-1 dispatch system. The maps developed through this software are the foundation of the computer-aided dispatch system and is shared to other county departments such as Planning and Tax Revenue departments. Funding for this support is paid at a 60/40 split between PEMA funds and the Public Safety operating budget. The proposed purchase is in accordance with the pricing on the PA State Contract and therefore does not require bidding.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment of software maintenance from Environmental Systems Research Institute (ESRI).

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the District Attorney's Office, of the purchase of three AT&T data SIM cards with an unlimited monthly data plan in order to utilize equipment Mr. Toprani acquired through the federal grant in 2008-2012. The need for this wireless service would be for 24/7 access. SIM card will be free with activation – service \$39.99/month. Funding will be through the District Attorney operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of three AT&T SIM cards.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the addendum to the land lease which provides for the consent of the assignment of Misquitta's Land Lease to Key Environmental, Inc., as well as increases the annual rent in accordance with the existing lease.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above addendum to the land lease.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held on Wednesday, March 5, 2014, immediately following the Agenda Meeting, as an information session to discuss personnel, real estate and potential litigation. The Salary Board meeting will follow today's meeting.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$1,911.11.

MCDERMITT ARTHUR C JR & ETAL
285 MCCREADY R
BURGETTSTOWN, PA 15021
Tax Year: 2014
District: CECIL
Parcel: 140-009-02-08-0018-00
Amount: \$118.89

GORBY KENNETH E JR & DIANE L
10 BUZANOSKI LN
EIGHTY FOUR, PA 15330
Tax Year: 2014
District: NORTH BETHLEHEM
Parcel: 490-013-00-00-0005-02
Amount: \$307.26999999999998

HENRY RONALD J
700 CLEVELAND RD #2
WASHINGTON, PA 15301
Tax Year: 2014
District: NORTH FRANKLIN
Parcel: 510-001-01-03-0008-00
Amount: \$269.14999999999998

MINUTE BOOK

BOARD OF COMMISSIONERS

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AVG PROP LLC
62 TOWNSITE RD
P O BOX 406
LANGELOTH, PA 15054
Tax Year: 2014
District: SMITH
Parcel: 570-019-02-09-0014-00
Amount: \$40.039999999999999

KONAT STANLY R
101 FOURTH BLVD.
WEST BROWNSVILLE, PA 15417
Tax Year: 2014
District: WEST BROWNSVILLE
ANNEX
Parcel: 675-013-00-00-0001-17
Amount: \$357.25

BANDI JAMES L
116 MCCLINTOCK DRIVE
MCMURRAY, PA 15317
Tax Year: 2014
District: PETERS TOWNSHIP
Parcel: 540-007-06-01-0008-00
Amount: \$423.69

HYDE KERRY P
118 MCGOVERN ROAD
HOUSTON, PA 15342
Tax Year: 2014
District: CHARTIERS
Parcel: 170-016-07-03-0009-00
Amount: \$86.829999999999998

DYER MICHAEL J
630 SCENIC RIDGE DR
VENETIA, PA 15367
Tax Year: 2014
District: PETERS TOWNSHIP
Parcel: 540-005-30-00-0005-00
Amount: \$307.990000000000001

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the tax refunds in the amount of \$1,911.11.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:20 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

March 19, 2014

ATTEST: *Mary E. Delicco*
CHIEF CLERK