

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 967

Washington County Commissioners  
Washington, Pennsylvania, March 20, 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: Pastor Rick Croyle of Allegheny Wesleyan Methodist Church, Washington, Pa.; American Legion Post 907 representative Harry Thompson; 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; Executive Director of Autism Speaks Brett W. Spitale, Ellen Ciccone, Lisa Maloney and Lori Dominick; Assistant Information Technology Director Debbie Rutan and student intern, Samantha; California Area School District MathCounts representatives; Peters Township School District MathCounts representatives; Trinity Area School District MathCounts representatives; MathCounts Coordinator Ginny Shultz; Penn State Cooperative Extension 4-H educator Pam Paletta; 4-H representatives Breana Schinkovec, Chelsea Glover, Jeff Toth and Katelyn Nassar; WJPA representative Jim Jefferson; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizens Frank Byrd and Mark Connors.

Mr. Maggi called the meeting to order at approximately 10:02 a.m.

Pastor Rick Croyle led the meeting with a prayer.

Mr. Thompson led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 966 dated March 6, 2014.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 966, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Shober read a proclamation proclaiming March 16 – 22, 2014, as Pennsylvania 4-H Week in Washington County.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the proclamation for March 16 – 22, 2014, as Pennsylvania 4-H Week.

Roll call vote taken:

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

Motion carried unanimously.

Ms. Paletta stated that four representatives were here today. And she promoted Ag Days being held this week at Washington Crown Center with 4-H groups. There will be baby chicks, petting zoo and much

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more. She also stated there will be a robotics competition at California University of Pennsylvania. The robot has to shoot an exercise ball across the room, bend down and pick up the ball and throw it again.

Katelyn Nassar shared that she is a member of Vankirk friendship 4-H club for 10 years. She stated the projects she takes are market and dairy goats, market and breeding rabbits cooking, sewing. She has participated in Capital Days, Teen Leader Retreat and State Leadership Conference and in addition, she is involved in local events such as food bank drive, fair and day camp.

Chelsea Glover shared that she is a member of 4-Leaf 4-H club for six years. She stated the projects she takes are horse, rabbit, photography, cooking and archery. She has participated in Capital Days, State Days, State Leadership Conference, Teen Leader Retreat and National 4-H Congress and in addition, she is involved in local events such as food bank drive, fair and day camp.

Breana Schinkovec shared that she is a member of Ten Mile 4-H club for 11 years. She stated the projects she takes are market steer, market lamb, market pig, archery, rifle, crocheting and sewing. She has participated in Teen Leader Retreat and State leadership Conference and in addition, she is involved in fair and day camp.

Jeff Toth shared that he is a member of Nottingham 4-H club for 11 years. He stated the projects he takes are market steer, market hog and market lamb. He has participated in State Days and in addition, he is involved with the fair.

Mrs. Vaughan read a proclamation proclaiming April 2, 2014, as World Autism Awareness Day in Washington County.

Moved by Mr. Irey Vaughan, seconded by Mr. Shober, approving the proclamation for Autism Awareness Day on April 2, 2014.

Roll call vote taken:

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

Motion carried unanimously.

Ellen Ciccone stated this is around the fourth or fifth year of the reading of the proclamation. She stated the reading of this proclamation has always been very receptive in Washington County. Ms. Ciccone also stated she has lived in Washington County since before her two sons were born. They both have been diagnosed with autism. She feels very lucky to be living in a county that is very welcoming to people with disabilities and she hopes that her children will feel that living here will always be a happy home for them. This will be a place where they are welcome as members of the community where they can find a home to live in and meaningful work. After listening to the 4-H members, she believes they should partner up and the autistic children could be a big help.

Lori Dominick stated she just moved to Washington County a little over a year ago and she has a 16-year-old with autism. She is currently looking toward a transition for her son and is looking forward to the future with nervous optimism.

Mr. Maggi introduced Ginny Shultz, Washington County MathCounts coordinator for the first time. She stated that MathCounts program was created by professional engineers to show students the exciting and meaningful way for students to learn math. MathCounts is open to sixth, seventh and eighth grade students.

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The co-sponsors of MathCounts are Washington County Chapter of the National Society of Professional Engineers and District 12 Business and Professional Women. The competition was held February 15, 2014, in Washington & Jefferson College. There were 13 schools in Washington that were represented and because of the snowy weather, 12 were in attendance. There were a total of 94 students represented with 78 students being in the top. First place team was Peters Township Middle School and the coach was Kristin McCune. Her winning students are Wen Quan Zeng, Mark McFarlin, Garrett Langley, Pratik Kaushik, Tyler Bove and Kyle Kroboth. Second place team was Trinity Area Middle School and the coach was Janice Kuhn. Her winning students are Sam Halulko, Alison Spadaro, Will Edgar III and Jordan Laschinsky.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Mark Connors of East Washington stated he is in need of work, looking for something in the office/clerical field and is willing to learn. Mrs. Vaughan instructed him to stop in Human Resources. He also stated that he likes Washington County's new website.

OLD BUSINESS

BID CONTRACT EXTENSION

Solicitor DeHaven recommended the Board approve the bid extension, on behalf of the Washington County Correctional Facility pharmacy services contract with Curtis Pharmacy LTC Services, Washington Pa. This contract extension will be effective through April 30, 2015, at a total yearly cost of approximately \$104,000.00. This contract extension is under the same terms and conditions as the original contract. This renewal agreement was approved at the Prison Board meeting held March 19, 2014, Minute No. PB-3-19-14.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the bid extension for pharmacy services.

Roll call vote taken:

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

Motion carried unanimously.

BID REJECTION

Solicitor DeHaven recommended the Board approve, on behalf of Public Safety, the rejection of all bids for garage space for our Public Safety command post. The County is looking into long-term options.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the bid rejection for garage space.

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 Tax Revenue, of costs for Raffaele Casale to obtain a professional certification to become a mapping specialist for the county. Costs include education, traveling, books, examination and are estimated to be approximately \$3,500.00.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the professional certification for Raffaele Casale to become a mapping specialist.

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 addition of the National Association for the Education of Young Children to the approved list of county associations.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addition of the National Association for the Education of Young Children to the approved list of county 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 the Planning Department, of an additional \$3,400.00 for HRG, Inc., to complete a revised bid package for a solar grid tied electrical service to Shelter No. 3 in Cross Creek County Park. This design and construction of this system will be paid with oil and gas funds and the total amount paid to HRG for the entire shelter and site design project will be \$23,100.00.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the additional amount for HRG, Inc., to complete a revised bid package.

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, of an authorization to enter request from PADOT to access a culvert under Interstate 79 in South Strabane Township from adjacent county-owned property.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization to enter request from PADOT to access a culvert under Interstate 79 from adjacent county-owned property.

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 Finance Department the Courts, of the contract renewals for two criminal conflict attorneys. The contracts are effective April 1, 2014 through March 31, 2015, and will not exceed \$25,000.00 per attorney.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract renewals for two criminal conflict attorneys.

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 Human Resources and Probation Services, acknowledging the payment of \$705,960.05 to various employees in Adult Probation and Juvenile Probation as a result of the 2004 interest arbitration award, the resulting unfair labor practice, and the County's unsuccessful attempts to have various courts and the PA Labor Relations Board, vacate the interest arbitration award.

Moved to acknowledge by Mrs. Vaughan; seconded by Mr. Shober, acknowledging the 2004 interest arbitration award.

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 2013-2014 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.

Arlinda Owens, Donora, Pa.

Mason Davis, Rochester, Pa.

Gwendolyn Jones, Beaver Falls, Pa.

Leslie Turner, New Brighton, Pa.

Charon Chappell, Aliquippa, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above listed 2013-2014 provider agreements.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval, on behalf of Children and Youth Services, of a purchase of service agreement addendum with MHY Family Services for the period July 1, 2013 through June 30, 2014. The addendum will include additional attachments with the program description, finalized rates, affirmative action requirements and an audit clause. The contract authorization amounts will remain unchanged and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement addendum with MHY Family Services.

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 and Youth Services, of a purchase of service agreement with Adelphoi Village for the provision of foster care placement and diagnostic services for the period of July 1, 2013 through June 30, 2014. The contract authorization amount is \$1,640,000.00 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement with Adelphoi Village for the provision of foster care placement and diagnostic services.

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 and Youth Services, of a purchase of service agreement with Dr. Terry O'Hara, Ph.D. for the provision of psychological services for the period of July 1, 2013 through June 30, 2014. The contract authorization amount is \$10,000.00 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement with Dr. Terry O'Hara, Ph.D. for the provision of psychological services.

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 Human Services, to enter into an agreement with Community Action Southwest for the provision of rapid rehousing services to homeless individuals for the period of September 26, 2013 to July 25, 2015. The funds are provided by the Department of Community and Economic Development (DCED) through the Emergency Shelter Grant Program. The contract authorization amount is \$122,500.00 and no county funds are required.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving to enter into the agreement with Community Action Southwest for the provision of rapid rehousing services to homeless individuals.

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 Human Services, for an event expense that the department will incur for a Human Services Summit. These expenses will cover fees, breakfast and all associated costs. The estimated cost for the event will be \$5,500.00 and no county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the event expense for a Human Services Summit.

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 Human Services, for Jennifer Johnson and Jason Bercini to travel to Minneapolis, Minn., for the National Human Services Data Consortium. The trip is being planned for April 30 to May 2, 2014. The approximate cost of this trip, which includes registration, travel, meals and lodging, will be \$2,500.00 and no county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the travel expenses for the National Human Services Data Consortium.

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 Washington County Health Center, of a professional services agreement with Dr. Julie W. Wilcox, M.D., to function as the Medical Director of Rehabilitation Services. This agreement will run for six months from the execution date at a rate of \$1,500.00 per month. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the professional services agreement with Dr. Julie W. Wilcox, M.D. as Medical Director of Rehabilitation Services.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval, on behalf of the District Attorney, to authorize the advertising for bids for the sale of (seized) real property located in the Borough of Charleroi, 421 Fallowfield Avenue, Washington County.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving to authorize the advertising for bids for the sale of seized real property located in the Borough of Charleroi.

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 an addendum to the existing professional services agreement with Brian Norris Consulting Services, to include an additional \$20,000.00 for the purpose of adding a new module to their Electronic Records System (ERS) that will allow for the ordering of hardcopy paper files within the court departments and eventually the general public via the internet, as well as for additional enhancements to ERS that will allow for the eventual viewing of electronic, digitized documents. Funding will be from the Court Technology Budget & Records Improvement funds. All other terms and conditions of the current agreement remain in full force.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addendum to the existing professional services agreement with Brian Norris Consulting Services.

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 Information Technology, of a service renewal agreement with Kronos in the amount of \$28,383.46. The total amount presents an increase of \$2,713.00 from 2013 as we added additional licenses to Kronos in 2013. This is for the maintenance and support of the hardware and software for the Kronos Workforce Timekeeper. This agreement will be effective through June 29, 2015. The total amount will be charged to the IT budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the service renewal agreement with Kronos.

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 Washington County Correctional Facility, to enter into an agreement with the Commonwealth of Pennsylvania, PA Department of Corrections (DOC), for the provision of utilizing the reporting line at the Sci-Camp Hill, as the solution for a third party reporting mechanism as required by the National Standards to Prevent, Detect



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and Respond to Prison Rape under the Prison Rape Elimination Act 28 C.F.R. §115.51. This is an intergovernmental agreement which will establish a telephone line to receive telephone calls, around the clock, from individuals who wish to report allegations of sexual abuse at the county's correctional facility. This agreement will be in effect from March 20, 2014, until terminated by either party. There is no cost to the County. This renewal agreement was approved at the Prison Board meeting held March 19, 2014, Minute No. PB-3-19-14.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving to enter into an agreement with PA Department of Corrections for a third party reporting mechanism to report allegations of sexual abuse at the county's correctional facility.

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 & Technology and the District Attorney, of a service and support agreement with ImageSoft Inc., of Southfield, Mich., in the amount of \$38,895.00. The agreement would cover the current and future OnBase support and service needs of Court Automation and Information Technology. This agreement would be effective through December 31, 2014, with the total amount being charged to the Court Automation and Information Technology budgets.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the service and support agreement with ImageSoft 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, on behalf of Community Services, of the purchase of three cell phones for staff foreman, as they travel throughout Washington County as part of their duties. The service would be provided through AT&T at a discounted rate of \$29.61/month for 400 minutes, and free nights and weekends. This is being purchased from the PA State Contract/Costars and therefore do not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving purchase of three cell phones for Community Services' staff foreman.

Roll call vote taken:

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

Motion carried unanimously.

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ANNOUNCEMENTS

An executive session was held Wednesday, March 19, 2014, immediately following the Agenda Meeting, as an informational session to discuss personnel. The Salary Board meeting scheduled for today has been cancelled.

SOLICITOR

Solicitor DeHaven recommended the Board approve the authorization of our insurance carrier, AIG, to settle the lawsuit styled Weaver vs Marling, filed in U.S. District Court at No. 12-777.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization of our insurance carrier, AIG, to settle the lawsuit styled Weaver vs Marling, filed in U.S. District Court at No. 12-777

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 10:53 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: Mary E Helicke, 2014  
CHIEF CLERK