

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 991

Washington County Commissioners
Washington, Pennsylvania, April 16, 2015

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: Reverend Sam Ware, St. Paul AME Church, Washington, Pa.; American Legion Post 949 representative Alan Hupchick; Veterans Affairs Director Barry Grimm; Solicitor J. Lynn DeHaven; Chief Clerk Mary Helicke; Administrative Assistant Joyce Thornburg; Commissioner Administrative Assistants Joy Orndoff, Marie Trossman and Randi Marodi; Planning Department representative Abbey Rugola; SmartKids Director Donna Shriver; Smartkids representatives Rubin C. Richards, Mary Fuse and Amy Beaver; Child Care Information Services staff; Washington County Farm Bureau representative Donald M. Carter; Adult Probation Office representative Stacey Allen; Penn State Cooperative Extension 4-H representative Pamela L. Paletta; Law Library representative Jamie Yanich; Greater Washington County Food Bank representative Steve Soff; Corey McConn; Amy Shuster; WJPA representative Jon DiFilippo; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizen Frank Byrd.

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

The Reverend Sam Ware led the meeting with a prayer.

Mr. Hupchick led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 990 dated April 2, 2015.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 990, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mrs. Vaughan read a proclamation declaring April 2015 as Month of the Young Child.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the proclamation, declaring April 2015 as Month of the Young Child.

Roll call vote taken:

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

Motion carried unanimously.

Sandy Sabot accepted the proclamation on behalf of Child Care Information Services and thanked the Commissioners for their ongoing support. Children of SmartKids Child Care entertained the audience with songs.

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Mr. Shober stated all county offices were challenged to a food drive benefitting the Washington County Food Bank. Over 5,000 items along with some monetary donations from employees were collected. The winner of this challenge was the Washington County Correctional Facility. The Commissioners recognized the following team captains: Jamie Yancich representing the Courts, Cindy Zubchevich representing the Health Center, Stacy Allen representing Family Court, Diana Irey Vaughan representing Courthouse Square and Ed Strawn representing the jail.

Don Carter and Steve Soff, also representing the food bank, both accepted a check (donations from the employees) on behalf of the food bank. It was announced that $\frac{3}{4}$ ton, over 5,000 items, close to 13,000 pounds of food was collected. Pam Paletta, representing Penn State Cooperative Extension, stated that local 4-H groups worked very hard sorting the donated food.

Mr. Maggi read and presented certificates to the Canon-McMillan hockey team congratulating them for winning the 2015 PIHL AAA Penguin Cup.

Assistant coach, Brian Czartorski, thanked the Commissioners for acknowledging the young men for working so hard to capture this title.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, on behalf of Court Administration, of an agreement with Timothy J. Lyon, Esquire to serve as a criminal conflict attorney for the Courts. This agreement will not exceed \$25,000 per year and is effective April 13, 2015.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Timothy J. Lyon, Esquire.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, respectfully requests the Commissioners adopt a resolution and applicable elected representative, relating to Section 147(f) of the Internal Revenue Code of 1986, as amended, approving issuing by the Washington County Industrial Development Authority of its note in a principal amount not to exceed \$3,200,000 for HRP Holding Company to finance the construction of an approximately 31,500 square foot manufacturing facility on property to be acquired by the company, being Parcel 5 on Todd Drive, in Starpointe Business Park, Washington County, Pa. It is also requested that the Authority issue an equipment

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note in the amount not to exceed \$300,000 to finance the purchase of new equipment to be used by Metals, Inc. and Komal Herbals, Inc.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the adoption of the resolution and applicable elected representative, approving issuing by the WCIDA of its note for HRP Holding Company to finance construction in Southpointe Business Park and the issuance of an equipment note to finance new equipment to be used by Metals, Inc. and Komal Herbals, 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 Finance, of the Offender Day Partial Treatment Grant with the Pennsylvania Commission on Crime and Delinquency. This State grant in the amount of \$270,133 is for the period of July 1, 2015 through June 30, 2016 and includes funding to hire an Adult Probation Officer. No additional county funds are needed.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant with the Pennsylvania Commission on Crime and Delinquency.

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, of advertising for proposals from qualified firms/consultants to provide job analysis for approximately 150 positions for the County to initiate its compensation study/analysis.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the advertising for proposals.

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 2014-2015 provider service agreements with the list of following providers:

Patricia Graytok, Canonsburg, Pa.	Ahlia Gipson, Aliquippa Pa.
Jessica Patterson, Beaver Falls, Pa.	Megan Keenan, Claysville, Pa.
Monica West, Fombell, Pa.	Munchkinland Learning & Daycare Center, Vestaburg, Pa.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the 2014-2015 new provider agreements listed.

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 provider agreement with Equifax Information Services, LLC for obtaining credit reports for youth in care over the age of 16. This contract will be for one year from the DOA and will automatically renew for an additional one-year terms. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Equifax Information Services, 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 Children & Youth Services, of a purchase of a service agreement addendum with Bair Foundation of Pennsylvania to add Supported Foster Care Mother and Non-Dependent Infant services. This contract will be effective July 1, 2014 through June 30, 2015 and remains unchanged. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addendum with Bair Foundation of Pennsylvania.

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 a service agreement addendum with Community Specialist Corporation d/b/a The Academy for the period of July 1, 2014 through June 30, 2015. This contract amount will increase from 100,000 to 150,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addendum with Community Specialist Corporation d/b/a The Academy.

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 Human Services, of an agreement with the Department of Housing and Urban Development (HUD) for the Homeless Management Information Services system in the amount of \$62,941. This agreement will be effective April 1, 2015 through March 31, 2016. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above agreement with HUD.

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, of an agreement with the Department of Housing and Urban Development (HUD) for the Can-Do Program in the amount of \$158,601. This agreement will be effective May 1, 2015 through April 30, 2016. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Department of Housing and Urban Development (HUD).

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 Behavioral Health and Developmental Services, of a provider agreement with B.H.R.S. Resources & Consulting, Inc. to provide consulting services for the period of July 1, 2014 through June 30, 2015. The contract authorization amount is \$10,750 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the provider agreement with B.H.R.S. Resources & Consulting, 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 Behavioral Health and Developmental Services, of the following provider agreement addendums for the period of July 1, 2014 through June 30, 2015. No additional county funds are required.

<u>PROVIDER</u>	<u>FROM</u>	<u>TO</u>
The Care Center	\$1,379,647	\$1,639,147
JC Early Intervention Specialist, Inc.	99,000	164,000
Mental Health Association	1,721,497	1,725,497
Pathways of Southwestern PA, Inc.	786,420	828,751
The Early Learning Institute	24,000	42,000
TOTAL	\$4,010,564	\$4,399,395

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above listed provider agreement addendums.

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 Behavioral Health and Developmental Services, of Amendment #3 to the 2014-2018 Behavioral Health HealthChoices Agreement between the County of Washington and DHS (formerly DPW). This amendment updates language and makes necessary changes to healthcare and benefits under the agreement. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Amendment #3 to the 2014-2018 Behavioral Health HealthChoices Agreement.

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 Behavioral Health and Developmental Services, of an amendment to the Administrative Services Agreement between the County of Washington and Southwest Behavioral Health Management, Inc. for regional reinvestment procedures. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving an amendment to the Administrative Services Agreement.

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 Recorder of Deeds, to authorize advertising for requests for proposals for approximately 3,000 square feet of office space needed from January 1, 2016 through October 31, 2016 for the reassessment project

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization to advertise for requests for proposals for office space.

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 Building and Grounds, to authorize advertising for requests for proposals for an audit of energy and water savings opportunities, including implementation (utilizing local contractors) for Washington County.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization to advertise for requests for proposals for an audit of energy and water savings opportunities for Washington County.

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 Building and Grounds, of a preventative maintenance agreement to cover the McQuay Chiller at the Courthouse in the amount of 3,768 per year. All costs to be paid through the Building Maintenance operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement to cover McQuay Chiller.

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 the purchase of four Hewlett Packard Gen9 servers from SynergIT, Inc., Pittsburgh, Pa. The cost \$59,627.99 and the funding source is ACT-13 Funds. The proposed purchase will be made via DGS/Costars contract and therefore does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of four Hewlett Packard Gen9 servers from SynergIT, 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 Children & Youth Services, of a purchase of three vehicles via the PA State Contract and therefore, does not require bidding: two 2015 Ford Escapes \$27,805 each from Stuckey Ford, Holidaysburg, Pa. and one 2015 Dodge Grand Caravan SE \$22,857 from McCall Motors, Edensburg, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of three vehicles.

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 at 10 a.m. on Wednesday, April 15, 2015, following the agenda meeting to discuss real estate and personnel. The regularly scheduled Salary Board meeting will be held immediately following today's meeting.

SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:46 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: Mary E Helucke, 2015
CHIEF CLERK