

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MRLIMITED E00718327LD

Minute No. 997

Washington County Commissioners

Washington, Pennsylvania, August 13, 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. Also being present: Pastor Steve Dunlap, First Baptist Church, Washington, Pa.; American Legion Post 949 representative George Hutchko; Veterans Affairs Director Barry Grimm; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Mary Helicke; Administrative Assistant Joyce Thornburg; Commissioner Administrative Assistants Joy Orndoff, Marie Trossman and Randi Marodi; Secretary Paula Jansante; Planning Department representative Abbey Rugola; President Judge Katherine B. Emery; Court Administrator Patrick Grimm; Human Resources Assistant Director Barbie Castrucci; Washington County Council on Economic Development Director Dan Reitz; Allegheny Conference representative Carly Dobbins-Bucklad; Washington Area Humane Society representatives Laurelle Dicks and Jonathan Coltogirone; Domestic Relations Director Sharon Francis; Domestic Relations representatives Sarah Zavatski, Tammy Bell, Marcia Brownlee, Sadie Garnett, Mary Jo Zullo, Jean Rydzak and Michelle Bell; Washington County Mascot Rosie Wood and owners Lisa and Jim Wood; WJPA representative Jim Jefferson; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizen Frank Byrd.

Mr. Maggi called the meeting to order at approximately 10:00 a.m.

The Pastor Steve Dunlap led the meeting with a prayer.

Mr. Hutchko led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 996 dated July 16, 2015.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 996, as written.

Roll call vote taken:

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

Motion carried unanimously.

#### SPECIAL ORDER OF BUSINESS

Executive Director of Washington County Council on Economic Development Dan Reitz thanked the Commissioners for their continued support. Mr. Reitz presented a sales agreement from Samuels and Son Seafood Co., Pittsburgh, Inc., for 3.12 acres (\$65,000/acre) for a selling price of \$202,800.

Mr. Shober read the proclamation declaring the month of September as Ovarian Cancer Awareness Month. Manager of the Pittsburgh Chapter of the National Ovarian Cancer Coalition (NOCC) Megan Murphy thanked the Commissioners for their help in raising awareness for this deadly disease. Randy Gore spearheaded the August 22, Washington Wild Things ovarian cancer awareness night. Mr. Gore also thanked the Commissioners for this recognition.

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Moved by Mrs. Vaughan; seconded by Mr. Maggi, approving the proclamation declaring September as Ovarian Cancer Awareness Month.

Roll call vote taken:

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

Motion carried unanimously.

Mrs. Irey Vaughan read a proclamation in recognition of the services provided by Domestic Relations and recognizing the 40<sup>th</sup> anniversary of the Title IV-D Child Support Enforcement Program and proclaiming August as Child Support Enforcement Month.

Moved by Mrs. Vaughan; seconded by Mr. Maggi, approving the proclamation declaring August as Child Support Enforcement Month.

Roll call vote taken:

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

Motion carried unanimously.

President Judge Katherine Emery publicly recognized and thanked Washington County Domestic Relations Office for the diligent job that the staff does. President Judge Emery thanked the Commissioners for recognizing the fine job this office staff has done.

Director of the Domestic Relations Office, Sharon Francis, also congratulated her staff on their fine job performance. Ms. Francis also recognized some of her staff that has been in Domestic Relations for 30-plus years, including Jean Rydzak, Michelle Bell, Mary Jo Zullo and the employee that's been in Domestic Relations the longest, Marcia Brownlee.

Ms. Francis also noted that Washington County is still No. 1 in the country meeting all performance measures.

Mr. Maggi announced that the county collected \$409.62 and was presented to Laurelle Dicks of the Washington Area Humane Society. The second annual Washington County Mascot was selected by the most money raised for this animal. The winner this year was Rosie Wood, owned by Jim and Lisa Wood.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

BID AWARD

Solicitor DeHaven recommended the Board, on behalf of Juvenile Probation, ratify the contract for the lease/purchase of two 2016 Chevy Cruze LS sedan vehicles, standard package from Acme Auto Leasing,

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North Haven Connecticut. The cost of each vehicle is \$450.00/month for 48 months plus a \$1 buyout. Costs will be paid from the Juvenile Probation operating budget. No additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, ratifying the contract with Acme Auto Leasing.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of Aging Services, approve the provision, delivery and installation of a twinable natural gas fired furnace with Climatech, Inc., Pittsburgh, Pa. The contract authorization amount is \$23,500 which includes a turn-key heating and air conditioning system based on bid specifications. Costs will be paid from Southwestern Pennsylvania Area Agency on Aging operating budget and Canonsburg senior citizens. This bid is being awarded to the lowest most responsible bidder meeting specifications.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with Climatech, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of Buildings and Grounds, ratify the installation of new piping with new PVC conduit on the surface for Courthouse Square garage levels B and C with Schultheis Electric, Latrobe, Pa. This will eliminate the old degrading and shorting conduit in the original concrete pour. The contract authorization amount is \$47,600 per garage level. The work will be done under the Electrical Services time/materials contract, and therefore does not require bidding. No additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, ratifying the contract with Schultheis Electric.

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 Juvenile Probation, of an agreement with Children & Youth Services to provide services to juveniles through the Leader Program. This agreement is effective July 1, 2015 through June 30, 2016. The contract authorization amount is not to exceed \$785,800 and no additional county funds are required.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Children & Youth 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 Juvenile Probation, of an agreement with Intermediate Unit 1, Coal Center, Pa. to provide child welfare services to eligible residents of the County of Washington through the Education/Leader Program. This agreement is effective July 1, 2015 through June 30, 2016. The contract authorization amount is not to exceed \$18,240 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Intermediate Unit 1.

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 Juvenile Probation, of an agreement with Children & Youth Services to provide services to juveniles involved with the Juvenile Court through the Job Training Agency/Leader Program. This agreement is effective July 1, 2015 through June 30, 2016. The contract authorization amount is not to exceed \$250,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Children & Youth 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 of the following leases for the Washington County Airport with Skyward Aviation FBO: Addendum No. 1 Terminal Building and Apron Lease and Addendum No. 1 Fuel Farm Lease. Both addendums modify the terms to match those of the former Christman Hanger.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addendums with Skyward Aviation.

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 Washington County Council on Economic Development, to adopt a resolution approving the sale of Parcel 12, a 3.12 acre parcel located in Phase 1A of the Starpointe Business Park, to LSD4 LP, a Pennsylvania Partnership, an affiliate of Samuel and Sons Seafood Company, Pittsburgh, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the resolution.

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 Linda Andrews, Darlene Bigler, Amy Criss, Mark Giovanelli, Don Good, Sheila Gombita, Rick Okraszewski, Darla Openbrier, Stephanie Paluda, Donna Ramusivich, Dave Rodger, William Sember and Laural Ziemba to the Local Workforce Development Board; Larry Maggi to the Southwester Regional Transportation Alliance Steering Committee and Ken Westcott and Joe Manning to the Washington County Transportation Authority.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the board appointments.

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 2015 Emergency Management Performance Grant agreement in the amount of \$295,556. The reimbursable grant involves a 50/50 federal county share for salaries and benefits of approved staff positions within the Emergency Management agency budget. The county's share is \$147,778.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the 2015 Emergency Management Performance Grant 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 of the purchase of service credit for retirement purposes for Merry Hainer for the period of June 11, 2012 through August 5, 2012. The total cost is \$719.04

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service credit for Merry Hainer.

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, of a project modification for the Victims of Crime Act grant with the Pennsylvania Commission on Crime and Delinquency. This modification includes a funding increase to pay for 80% of a new position in 2016. No additional county funds are needed.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the project modification for the Victims of Crime Act grant.

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 following policies: County Debt Policy, Pension Funding Policy and the updated County Investment Policy.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above policies.

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 new 2015-2016 provider service agreements with the list of following providers.

Dawn Davis, Claysville, Pa.	Rachel McNeely, Ellwood City, Pa.
Marcia Mincard, Monaca, Pa.	Taquesha Moore, Aliquippa, Pa.
Lenora Davis, Aliquippa, Pa.	Emily Simpson, Bentleyville, Pa.
Christine Ivery, Washington, Pa.	Sharon Coffield, Washington, Pa.
Maria Brooks, Ambridge, Pa.	Justice Jackson, Aliquippa, Pa.
Shelly Cramer, Charleroi, Pa.	Amber McGlone, Washington, Pa.
Patricia Moffatt, Conway, Pa.	Tammy Bable, Monaca, Pa.
Somewhere Over the Rainbow, Monaca, Pa.	

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the 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 Behavioral Health and Developmental Services, of a provider agreement with Wesley Spectrum Services for the provision of outpatient services for the period of July 1, 2015 through June 30, 2016. The contract authorization amount is \$9,000 and no additional county funds are required.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Wesley Spectrum 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 & Youth Services, of a purchase of a service agreement with Community Action Southwest, Inc. for the provision of foster care services for the period of July 1, 2015 through June 30, 2016. The contract authorization amount is \$1,000,000. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Community Action Southwest, 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 an agreement with Tamie Henry and the University of Pittsburgh's School of Social Work for Tamie to become a full-time student at the University's graduate education program, Child Welfare Education for Leadership (CWEL). This agreement will commence on August 24, 2015, and will end upon graduation or withdrawal from the program. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Tamie Henry to attend the University of Pittsburgh's School of Social Work.

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 an agreement with Ashley Blake and the University of Pittsburgh's School of Social Work for Ashley to become a full-time student at the University's graduate education program, Child Welfare Education for Leadership (CWEL). This agreement will commence on August 24, 2015 and will end upon graduation or withdrawal from the program. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Ashley Blake to attend the University of Pittsburgh's School of Social Work.

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 & Youth Services, of a purchase of a service agreement addendum with Try Again Homes, Inc. for the provision of placement services. This agreement will be effective July 1, 2014 through June 30, 2015. The contract authorization amount will increase from \$125,000 to \$135,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement addendum with Try Again Homes, 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 a service agreement addendum with Mars Home for Youth for the provision of placement services. This agreement will be effective July 1, 2014 through June 30, 2015. The contract authorization amount will increase from \$175,000 to \$250,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement addendum with Mars Home for Youth.

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 a resolution and statement of assurances associated with the Department of Community and Economic Development Emergency Solutions grant application for the period of July 1, 2015 through June 30, 2017. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant application with the Department of Community and Economic Development.

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 agreement addendums with the Department of Housing and Urban Development (HUD) to provide emergency shelter services to homeless individuals and families. These addendums are for budget revisions that reflect the service needs of the providers. The contract authorization amount will remain unchanged and no additional county funds are required.



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

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 a consolidation agreement with the Department of Housing and Urban Development (HUD) to combine three agreements that provide housing and supportive services to homeless individuals and families into one agreement. This agreement will be effective May 1, 2015 through April 30, 2016. The contract authorization amount is \$479,172.32 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the consolidation agreement with the 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 Human Services, of a consolidation agreement with the Department of Housing and Urban Development (HUD) to combine two agreements that provide for the Homeless Management Information System into one agreement. This agreement will be effective April 1, 2015 through March 31, 2016. The contract authorization amount is \$72,980.26 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the consolidation agreement with the 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 Aging Services, for \$4,500 from the Human Services Capital Fund as matching funds required for a \$48,773 LSA grant to remodel the Beth Center Senior Center kitchen. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the funds for the remodeling of the Beth Center Senior Center kitchen.

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 Aging Services, for \$6,500 from the Human Services Capital Fund as matching funds required for a \$70,350 LSA grant to expand the dining area at the McGuffey Senior Center. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the funds for expanding the McGuffey Senior Center dining area.

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 year-to-year software renewal license agreement with Service Express, Inc., Grand Rapids, Mich., for the purpose of providing maintenance on the HP Hardware components. The agreement will not exceed \$34,500/year and costs are to be paid from the Information Technology Operating Budget. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Service Express, 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 Human Services, to ratify the agreement with Comprehensive Community Services, Inc. Charleroi, Pa. for the rental of 1,350 square feet of office space to be utilized by Human Services as a remote site to access Drug and Alcohol, CYS, and BHDS, for a monthly cost of \$1,206. This agreement will be effective September 1, 2015 through August 31, 2020 with the option to renew on a year to year basis based on a mutually agreed upon monthly lease amount.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Comprehensive Community Services, 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 and Youth Services, of the purchase of a smart phone through Verizon for the Case Worker Manager, Maureen Griffin. Due to her responsibilities, the director and staff will need to have open communication. The cost of the phone will be \$49 and the monthly service cost will be \$50/month. This purchase will be paid from their operating budget and no additional county funds are required.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of a smartphone for Maureen Griffin.

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 Redevelopment Authority, to adopt a resolution approving the proposed amendments and revisions for the Community Development Block Grant Program, which are part of the County's Consolidated Action Plan.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the resolution for the Community Development Block Grant Program.

Roll call vote taken:

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

Motion carried unanimously.

#### ANNOUNCEMENTS

An executive session was held at 10:00 a.m. on Wednesday, August 12, 2015, following the agenda meeting to discuss personnel and real estate. The regularly scheduled Salary Board and Retirement 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 *September 2* 2015  
CHIEF CLERK

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