

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 1007

Washington County Commissioners
Washington, Pennsylvania, January 7, 2016

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 Fred Helmick, Wolfdale Bible Church, Washington, Pa.; American Legion Post 22 representative Robert Branch; Veterans Affairs Director Barry Grimm; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Irene M. Reese; Deputy Chief Clerk Mary Helicke; Administrative Assistant Joyce Thornburg; Commissioner Administrative Assistants Joy Orndoff, Marie Trossman and Randi Marodi; Planning Department representative Abbey Rugola; President Judge Katherine B. Emery; Court Administrator Patrick Grimm; Controller Mike Namie; Human Resources Director Kathleen Bali; Juvenile Probation representatives Nicholas Davidson, Anson Zacour, Randy Butka, Amanda Gallagher and Addie Bertram; Hayes Mechanical, LLC representative David Stombaugh; WJPA representative Jim Jefferson; Observer-Reporter Publishing Co. representative Barbara Miller; Herald-Standard representative Christine Haines and concerned citizen Frank Byrd.

Mr. Maggi called the meeting to order at approximately 10:05 a.m.

The Pastor Fred Helmick led the meeting with a prayer.

Mr. Branch led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1005 dated December 17, 2015 and Minute No. 1006 dated January 4, 2016.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1005 and Minute No. 1006, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

None.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Frank Byrd spoke congratulated Vice Chairwoman Irey Vaughan for breaking Washington County Commissioner record.

OLD BUSINESSBID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, award the bid contract for Flags for Veterans to Metro Flag Co., Dover, NJ. This agreement will be effective January 1, 2016 through December 31, 2016. The contract authorization amount is \$22,000/year. This bid is being awarded to the lowest most responsive and responsible bidder meeting the specifications.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract with Metro Flag Co.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the bid contract for the hot water heater replacement project to W. G. Tomko, Inc., Finleyville, Pa. The contract

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authorization amount is \$120,000.00 to be paid from Act 13 funds. This bid is being awarded to the lowest most responsive and responsible bidder meeting the specifications. This was approved in the Prison Board meeting held Wednesday, January 6, 2016, Minute No. PB-1-6-16.

Moved by Mrs. Vaughan, seconded by Mr. Shoher, approving the bid contract with W. G. Tomko, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the contracts for the provision of HVAC maintenance for preventative maintenance to Scalise Industries Corporation, Lawrence, Pa. and Hayes Mechanical, LLC., Export, Pa. as follows:

<u>PREVENTATIVE MAINTENANCE</u>	<u>AMOUNT</u>
Public Safety Towers	\$1,360
Correctional Facility	\$7,515
WCCF – Barber Coleman	\$4,200
WCCF Software	\$1,000
TOTAL	<u>\$14,075</u>

This agreement will be effective January 1, 2016 through December 31, 2016 with the option to extend for two additional one-year periods. The contract authorization amount is \$48,000.00 and all time and material repairs will be done on an "as needed" basis by Scalise Industries and Hayes Mechanical, LLC at the rates of between \$89.60 & \$99.50/hr. regular and \$125.31 & \$186.40/hr. emergency rate and for projects over \$25,000 at the rate of \$95.51 & \$99.50/hr. for regular and \$133.90 & \$186.40/hr. emergency rate. Material is vendor's cost plus a 16-20% markup. This bid is being awarded to the lowest most responsive and responsible bidder meeting the specifications. This was approved in the Prison Board meeting held Wednesday, January 6, 2016, Minute No. PB-1-6-16.

Moved by Mrs. Vaughan, seconded by Mr. Shoher, approving the bid contract with Scalise Industries Corporation and Hayes Mechanical, LLC.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the extension of the bid contracts for the provision of repair and maintenance of commercial hot water heaters and boilers to Scalise Industries Corporation, Lawrence, Pa. and W. G. Tomko, Inc., Finleyville, Pa. for work to be done on a time and material basis. This agreement will be effective through December 31, 2016 with the option to extend for two additional one-year periods. This was approved in the Prison Board meeting held Wednesday, January 6, 2016, Minute No. PB-1-6-16.

Moved by Mrs. Vaughan, seconded by Mr. Shoher, approving the bid contracts with Scalise Industries Corporation and W. G. Tomko, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the extension of the bid contracts for the rental of medical equipment for the Health Center to the following vendors:

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Continental Health Equipment, Inc.,
Kittanning, PA

KCI USA, Inc., San Antonio, TX

UHS, Minneapolis, MN

This agreement will be effective through December 31, 2016, and is in accordance with the original proposal documents.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contracts with the following vendors.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the extension of the bid contract for the provision, installation and repair of radio equipment and other equipment for law enforcement vehicles to Staley Communications, Inc., Wheeling, WV. This agreement will be effective through February 29, 2017 and all work is performed on an as needed basis. The contract authorization amount is \$12,000.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract with Staley Communications, Inc.

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 of the contract for the law firm Goldfarb, Posner, Beck, DeHaven and Drewitz as the county solicitor. The new rate will include a 3% increase and is effective January 1, 2016 through December 31, 2016.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the law firm of Goldfarb, Posner, Beck, DeHaven and Drewitz as the county solicitor.

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 Recorder of Deeds, of the annual software support agreement with Optical Storage Solutions for the office's operating system. This agreement will be effective March 1, 2016. The contract authorization amount is \$17,882.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Optical Storage Solutions.

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 addition of Jenkins Law Library to the approved list of County Associations.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addition of Jenkins Law Library to the 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, of the solicitor agreements for the offices of Clerk of Courts, Coroner and Prothonotary offices. The contract authorization amount is \$2,400 in compensation plus a \$5,000 allowance for litigation.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the solicitor 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 the Planning Commission, of a renewal of the contract with Kym Secreet for animal control services in county parks. This contract will be effective January 1, 2016 through December 31, 2016 with the option to renew an additional year. The contract authorization amount is \$3,600 annually to be paid on a monthly basis.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Kym Secreet.

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 Commission, of a renewal of the contract with the Pennsylvania Trolley Museum to conduct tours. This contract will be effective January 1, 2016 through December 31, 2016. The contract authorization amount is \$4,000.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with the Pennsylvania Trolley Museum.

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 a grant modification to the Special Assistant United States Attorney grant with the Pennsylvania Commission on Crime and Delinquency. This grant modification includes an extension of an additional six months with no change in the dollar amount.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant modification 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 Finance, of a contract for an additional conflict attorney position to handle post-conviction relief act proceedings. The contract authorization amount is \$25,000.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the additional conflict attorney position.

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 a renewal of the contract of the Department of Transportation Drug and Alcohol Consortium with the Washington Hospital Occupational Medicine Center for drug and alcohol testing. This agreement will be effective January 1, 2016 through December 31, 2016. The contract rates will remain the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving agreement of the Department of Transportation Drug and Alcohol Consortium with the Washington Hospital Occupational Medicine Center.

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 a renewal of the contract of the Share and Ride Program Consortium with the Washington Hospital Occupational Medicine Center for drug and alcohol testing. This agreement will be effective January 1, 2016 through December 31, 2016. The contract rates will remain the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving agreement of the Share and Ride Consortium with the Washington Hospital Occupational Medicine Center.

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.

Alisha Schneider, Ambridge, Pa.

Sandi J. Mayer, Darlington, Pa.

Marissa Lindsey, Ambridge, Pa.

Karen Hardy, Ambridge, 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 Human Services, of the following provider service agreements for the period of July 1, 2015 through June 30, 2016. No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Connect, Inc	
<i>Emergency Shelter Services</i>	\$91,877
Domestic Violence Services of Southwestern PA	
<i>Bridge Housing for Domestic Violence Victims</i>	\$15,372
<i>Emergency Shelter Services</i>	\$18,480
Community Action Southwest	
<i>Rental Assistance</i>	\$45,900
TOTAL	<u>\$171,629</u>

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the following provider service 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 Behavioral Health and Developmental Services, of a letter of agreement with Susquehanna Software, Inc. for the purchase of two modules for \$2,500 each and a monthly maintenance and support fee of \$175 per module. This agreement will remain in effect until terminated by either party. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the letter of agreement with Susquehanna Software, 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 service agreement with Community Action Southwest, Inc. to provide a visitation center and transportation. This agreement will be effective July 1, 2015 through June 30, 2016. The contract authorization amount is \$225,000. 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 Purchasing, to authorize the advertising of bids for a new PA system for the public meeting room.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the advertising of bids for a new PA system.

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 Purchasing, to adopt a resolution, in compliance of Section 1805 of the county code governing the sale or disposition of personal property, for the donation of two county generators to the Washington-East Washington Joint Authority whom has completed the application for donated equipment and met all required criteria.

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, on behalf of Purchasing, of a payment in the amount \$47,473.60 for software maintenance renewals to Informix and RBA Software. This agreement will be effective January 1, 2016 through December 31, 2016.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment to Informix and RBA Software.

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 Purchasing, of a renewal and payment of the annual software support and maintenance agreement with Tiburon, Inc. in the amount of \$47,890 for FACTS. This agreement will be effective January 1, 2016 through December 31, 2016. Costs will be paid through their operating budget and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment to Tiburon, 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 Public Safety, of an extension of the completion date to April 30, 2016 for the 911 Radio Narrowband Compliance project with MRA, Washington, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the extension with MRA.

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 Commission, of the purchase of four shelters to be installed at Mingo Creek Park with Pete Jeffrey & Associates, Indianola, Pa. These will replace the existing shelters 1-4. The contract authorization amount is \$116,800 which includes all materials and labor and will be paid via oil and gas funds. The proposed purchase is under the state contract, and therefore, does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of four shelters at Mingo Creek Park.

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, of a payment for the proposed restoration of historic deed books with Kofile Preservation, Essex, VA. These will replace the existing shelters 1-4. The payment amount of \$147,715 will be paid from the Recorder of Deeds improvement fund. The proposed restoration is under the state contract, and therefore, does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the restoration of historic deed books.

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, to purchase a 2016 Ford Escape SE AWD from Stuckey Ford, Hollidaysburg, Pa. for use within the department. The total cost of the vehicle is \$22,939.55 and will be made via PA State Contract/COSTARS 26 and therefore does not require bidding.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of a vehicle for the District Attorney's office.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held at 10 a.m., Wednesday, January 6, 2016, following the agenda meeting to discuss personnel. All county offices will be closed Monday, January 18, 2016, in observance of the Martin Luther King Day.

SOLICITOR

None.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:22 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: *Doreen M. Reese* *January 20* 2016
CHIEF CLERK