

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 1008

Washington County Commissioners

Washington, Pennsylvania, January 21, 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: Father Feeney, Immaculate Conception, Washington, Pa.; American Legion Post 793 representative Roy Wise; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Irene Reese; Deputy 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; Human Resources Director Kathleen Bali; Aging Services Director Mary Lynn Spilak; CCIS Director Tracy Holsopple; Prothonotary representatives Joy Ranko, Judy Yater and Janet Carey; Madonna Catholic School representatives Stacy, Jude and Arden Minniti, and Don Militzer; St. Patrick School representatives Rita Polansky, Amy Hancy, Meghan Osekowski and Dominic Hancy; John F. Kennedy (JFK) Catholic School representatives Dr. Kathleen Harrington, Adonna Maltony, Caroline McElheny, Annie Colantonio and Abigail Gales; Southwestern Pennsylvania Area Agency on Aging representatives Matt Uram and Kathy Costantino; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizens Demo Agoris, Frank Byrd, Jim Helicke, and Carolyn and John Unice.

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

The Father Feeney led the meeting with a prayer.

Mr. Wise led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1007 dated January 21, 2016.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1007, as written.

Roll call vote taken:

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

Motion carried unanimously.

#### SPECIAL ORDER OF BUSINESS

Mr. Maggi introduced the Washington County Farm Bureau representative Don Carter. He announced the Washington County Food Bank drive is now underway. Mr. Carter introduced George Wherry, President and Heidi Hoffman, Director of Donations. Ms. Hoffman reminded the audience the food bank relocated to Route 40, Centerville and they service over 5,400 households a month. Mr. Wherry presented Chief Clerk Mary Helicke with a special retirement gift bag. Mrs. Helicke was thankful to receive the gift and thanked the Commissioners for allowing her to work with the farm bureau and food bank.

Mr. Shober read a retirement plague congratulating Judy Yater for more than 33 years of service in the Prothonotary's office. Prothonotary Joy Ranko wished Ms. Yater many happy years of retirement with her family. Ms. Yater thanked the Commissioners for this recognition.

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Mr. Maggi read a retirement plaque congratulating Mary Helicke for more than 23 years of service with Washington County. Mrs. Irey Vaughan congratulated Mrs. Helicke for always getting the job done in a pleasant and professional manner. Mr. Shober spoke of building a house for the Helicke's. He stated it was a pleasure working and going through the transition with Mrs. Helicke and she will be missed.

Mrs. Helicke stated that she was happy to work with this group of Commissioners and Scott Fergus. At the end of the day, everyone worked as a team.

Mrs. Irey Vaughan read proclamation in honor of Catholic School Week. The Commissioners proclaim January 31 through February 5, 2016, as Catholic Schools Week, mindful of the theme, communities of faith, knowledge and service.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving proclamation of Catholic schools week.

Roll call vote taken:

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

Motion carried unanimously.

Dr. Kathy Harrington of JFK Catholic School, Washington, Pa., thanked the Commissioners for their continued support and honor. Annie Colantonio, Abigail Gales, Adanna Maltony and Caroline McElheny, handed small gifts to the Commissioners.

Don Melitzer of Madonna Regional Catholic, Monongahela, Pa., also thanked the Commissioners for valuing what the Catholic schools are trying to teach. He also thanked Kathy Costantino who is always looking for different opportunities to get their message to the general public. In attendance with Mr. Melitzer are first grade teacher Stacy Minitti and her twins, third graders, Jude and Arden Minniti.

St. Patrick School representatives Rita Polansky accepted the proclamation on behalf of the school. She introduced two student council officers, Dominic Hancy and Meghan Osekowski.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Houston Borough Council member Demo Agoris. He thanked the news people of Washington County for doing a good job; also, the war on drugs is a failure; he was a passenger on a bus when a fellow passenger slumped over, the driver then performed CPR; and he also stated he believes the entrance to the transit authority lobby waiting area should be open on weekends and holidays.

OLD BUSINESS

BID AWARD

Solicitor DeHaven recommended the Board, on behalf of Courts Information Technology, approve the bid contract with Courthouse Technologies, LTD., Vancouver, BC. for the Jury Case Management

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system. This contract is effective January 1, 2016 through December 31, 2020. The contract authorization amount will be \$24,000 to \$28,000 per year or \$120,000 to \$140,000 over the five-year term. Year one will be funded from the general fund and the remaining four years will be funded through the Courts operating budget.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with Courthouse Technologies, LTD.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of Information Technology, approve the bid contract for annual licensing and maintenance for the purpose of providing IT support for the OnBase/Hyland software with eDocs Technologies, LLC, Pittsburgh, Pa. This contract will be effective through December 31, 2016, with automatic renewal at the rate of \$28,188.71 (years 1-3) plus a 5 percent increase (year 4). Costs will be paid via the IT operating budget.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract with eDocs Technologies, LLC.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of Courts Information Technology, approve the bid contract for service and support for IT support for OnBase with ImageSoft, Inc., Southfield, MI. This contract will be effective through December 31, 2016 with automatic renewal at the rate of \$22,791.42 (years 1-3) plus a 5 percent increase (year 4). Costs will be paid via the IT operating budget.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract with ImageSoft, 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 Information Technology, approve the bid contract for Cloud Services RFP with Ideal Integrations, Pittsburgh, Pa. This contract will automatically renew for three years at a total cost of \$6,770.00/month with a \$115.00 hourly billing not to exceed \$10,000.00

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with Ideal Integrations.

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 Washington County Hospital Authority, to adopt a resolution authorizing a grant of \$30,000 for the purchase of a care coordination medical records system for Mon-Vale Health Resources, Inc.

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, to adopt a resolution consenting to provide a nonbinding letter of interest to participate in the Intergovernmental Transfer Program effective July 1, 2015 and to provide the necessary funds estimated at \$3,074,333. This would potentially provide the Health Center with an additional \$900,000 in funds.

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 Mayor Scott Putnam to the Washington County Transportation Authority Board.

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

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 material response fund (HMRF) grant agreement to be used to support the emergency response efforts of the Washington County Haz-Mat team. This agreement will be effective July 1, 2015 through June 30, 2016. No additional county funds are required.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant agreement for Washington County Haz-Mat team.

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 certification of the 2015 Clean and Green interest collected in the amount of \$126,914.98 to be appropriated to the 2016 year program for the purchase of agricultural easements through the Farmland Preservation Program.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the certification of the 2015 Clean and Green interest collected be appropriated to the 2016 year program.

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 authorization to bid for the manufacturing and placement of two pedestrian bridges in Mingo Park, to replace existing structures on the original portion of the bike path and to provide improved access from shelter 2 to the new restroom facility. Costs will be paid with oil and gas funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the authorization to bid for the placement of two pedestrian bridges.

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.

Christine Jackson, Aliquippa, Pa.

Kimberly Mallinder, Hookstown, 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 Children & Youth Services, of a purchase of service agreement to provide placement services with NHS Pennsylvania. This agreement will be effective July 1, 2014 through June 30, 2015. The contract authorization amount

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is \$150,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement with NHS 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 grant award agreement with the Pennsylvania Commission on Crime and Delinquency (PCCD) to support a forensic case coordinator/community liaison position at A Child's Place in Washington. This agreement will be effective January 1, 2016 through December 31, 2016. The contract authorization amount is \$50,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant agreement 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 the Washington County Health Center, to authorize the advertising of requests for proposals for consulting services.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the advertising for consulting services for the health 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 an extension of the current agreement with Inservco Insurance Services for worker's compensation and loss prevention claims. The contract authorization amount is a flat rate fee of \$18,000 per year ending December 31, 2016 with an option to extend for one additional year.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Inservco Insurance.

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 the Redevelopment Authority of Washington County, of a lease agreement extension between Washington County and the Redevelopment Authority for office space in Courthouse Square. This agreement will be effective March 1, 2016 through February 28, 2017, at the rate of \$14.50/sq. ft. plus 19 parking spaces at \$22.00/month. The total monthly rent is \$10,064.75. This contract extension is under the same terms and conditions as the original contract.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Redevelopment Authority of 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 Human Services, of an extension of the current agreement with Patricia L. Gould, Sole Proprietor, Washington, Pa., for operation of a snack shop in the Washington County Health Center residents and staff. The agreement will continue through February 28, 2017. This extension is in accordance with the terms and conditions of the original bid contract.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Patricia L. Gould.

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 an addendum to the existing professional services agreement with PSI Engineering to include the 2016 general fee schedule for all county facilities on an as needed basis for the purpose of providing air quality control testing, including abatement projects.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with PSI Engineering.

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 Elections, of an agreement with BonData, Hummelstown, Pa. for the consolidation and realignment of voting precincts. The contract authorization amount is \$12,150.00 and costs will be paid through their operating budget. No additional county funds are required.

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

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 purchase for security cameras and related hardware with ASCC Inc., Cranberry Township, Pa. at a total cost of \$11,452.59 and will be paid via Act 13 funding. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase for security camera and hardware.

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, of a purchase of one Iphone through AT & T to be utilized by Jennifer Scoot, Intellectual Disabilities Director. The monthly service cost will be \$50.00. This purchase is being made from the PA State contract and does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of one Iphone for the Intellectual Disabilities Director.

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 Leader Program, of a purchase of a cell phone through AT & T to be utilized for the airport hangar JOBs program location. The discounted monthly service cost will be \$29.61.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of one cell phone for the Leader Program.

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 Technology, of a purchase for security cameras and related hardware with Anixter, Inc., Glenshaw, IL. at a total cost of \$33,332.74 and will be paid via Act 13 funding. No additional county funds are required.



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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase for security camera and hardware.

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, January 20, 2016, following the agenda meeting to discuss personnel and litigation regarding the 911 fee recovery program. The regularly scheduled Salary Board and Sinking Fund meeting will be held immediately following today's meeting.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$234.96.

WOHAR JOHN & LINDA M  
424 KNOB ROAD  
BROWNSVILLE, PA 15417  
Tax Year: 2015  
District CALIFORNIA  
Parcel 080-053-00-00-0001-09  
Amount \$156.36

WASHINGTON ROAD ASSOC LLC  
1120 WASHINGTON ROAD  
WASHINGTON, PA 15301  
Tax Year: 2015  
District NORTH STRABANE  
Parcel 520-009-00-00-0019-05  
Amount \$10.25

BERRY KATHLEEN & MICHAEL  
MEEHAN  
209 5<sup>TH</sup> STREET  
MCDONALD, PA 15057  
Tax Year: 2015  
District ROBINSON  
Parcel 550-021-00-00-0021-00  
Amount \$68.35

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 11:04 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_  
*February 3*, 2016

ATTEST: \_\_\_\_\_  
*Shirley M. Reese*

CHIEF CLERK

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