

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MR LIMITED E00718327LD

Minute No. 1015

Washington County Commissioners

Washington, Pennsylvania, May 5, 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 Diana Irey Vaughan and Harlan G. Shober, Jr.; absent Commissioner Larry Maggi. Also being present: Pastor Mike Singo, Living Waters Church of God, Washington, Pa.; Marine Corps League 1138 representative Barry Bebout; Solicitor J. Lynn DeHaven; Chief Clerk Irene M. Reese; Administrative Assistant Joyce Thornburg; Commissioner Administrative Assistants Joy Orndoff, Marie Trossman and Randi Marodi; Planning Department representatives Gracie Abel; Warden John Temas; Deputy Wardens Donald Waugh and Ed Strawn; Correctional Facility representatives Darlene Hughes and Kyrie Anderson; Aging Services Director Mary Lynn Spilak; Southwestern PA Area Agency on Aging Director Leslie Grenfell; SW PA Area Agency on Aging representative Kathy Costantino; representatives of the following senior centers, Bethlehem-Center, Burgettstown, Riverside Place, Bentleyville, McDonald, Washington, Canonsburg, Cross Creek, Monongahela, Charleroi and Claysville; WJPA representative Jim Jefferson; Observer-Reporter Publishing Co. representative Barbara Miller; Herald-Standard representative Chris Haines; and concerned citizen Frank Byrd.

Mrs. Vaughan called the meeting to order at approximately 10 a.m.

Pastor Mike Singo led the meeting with a prayer.

Mr. Bebout led the Pledge of Allegiance.

Mrs. Vaughan entertained a motion approving Minute No. 1014 dated April 21, 2016.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving Minute No. 1014, as written.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan – Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Shober read a proclamation proclaiming the month of May as Older Americans Month, mindful of the motto, “blaze a trail.”

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

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan – Yes.

Motion carried unanimously.

Director of Aging Services Mary Lynn Spilak and Director of Southwestern Pennsylvania Area Agency on Aging Leslie Grenfell, both thanked the Commissioners for their continued support.

Mr. Shober read a proclamation proclaiming the week of May 8, through 14, 2016, as National Nursing Home Week, mindful of the motto, “It’s a small world with a big heart.”

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

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan – Yes.

Motion carried unanimously.

Administrator of the Washington County Health Center and Director of Human Services Tim Kimmel thanked the Commissioners for their ongoing support.

Mrs. Vaughan read a proclamation proclaiming May 1 through 7, 2016, as “Corrections Employee Week.”

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

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan – Yes.

Motion carried unanimously.

Warden Temas thanked the Commissioners for their continued support.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Frank Byrd announced that at 7 p.m., May 5, 2016, there will be a service on the courthouse steps in recognition of National Day of Prayer. He also stated there seems to be drug activity nearby to his residence. He was instructed to get in touch with District Attorney Gene Vittone.

OLD BUSINESS

BID AWARDS

Solicitor DeHaven recommended the Board, on behalf of Purchasing, award the bid contract for the diagnostics and repair of county dams to EnviroScience, Inc., Stow, OH. This contract will be effective May 1, 2016 through April 30, 2017, with the option to extend for four additional one-year periods. All work is to be done on a time and material rate on an as needed basis and will be paid from oil and gas lease funds. This bid is being awarded to the lowest most responsive and responsible bidders meeting specifications.

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

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan – Yes.

Motion carried unanimously.

CHANGE ORDER

Solicitor DeHaven recommended the Board, on behalf of the Correctional Facility, of change order increase in the amount of \$10,811 with W.G. Tomko, Inc., for relocating our storage tank and extending

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5-inch copper piping from the water heaters to the new location. This change order will increase the total amount of their contract from \$120,000.00 to \$149,847.00 paid from Act 13 Funds. This was previously approved in the Prison Board meeting PB 5-4-16 dated May 4, 2016.

Moved by Mr. Shober, seconded by Mrs. Vaughan, approving the change order with W.G. Tomko, Inc.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of the Act 165 Hazardous Material Response Fund Grant application for the period of July 1, 2016 through June 30, 2017. This grant is for potential eligible funding for 2016 activities.

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

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Washington County Airport, to adopt a resolution to authorize the purchase of property at 826 Mounts Road, Buffalo Township, consisting of one acre of land, which includes a mobile home, owned by the Estate of Camilous N. Bedillion, for a sum not to exceed \$66,000. The purpose of the purchase is for airport runway expansion and is located within the area of the master plan. The Bureau of Aviation has approved the purchase and it will be funded 90% federal, 5% state and 5% county funds.

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

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, of the addition of the Pennsylvania Mapping and Geographic Information Consortium (PA MAGIC) to the approved list of County Associations. The annual fee for 2016 is \$25.00.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the addition of PA MAGIC to the list of County Associations.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval of the resignation of Don Good from the Southwest Corner Workforce Development Board and the appointment of John Lackovic to fulfill the remainder of the term ending July 31, 2018.

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Commission, of a task order with GAI Consultants for flood control dam inspections to conduct additional engineering on PA-481 and PA-484 in Harmon Creek. The cost of the analysis is \$3,500 and will be paid from the flood control budget.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the task order with GAI Consultants.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Commission, of a supplement to the contract with A&A Consultants in the amount of \$29,909.42 to revise the plans for the entry design, develop a plan for ADA parking and relocate one atrium column. The revised amount of \$288,129.99 will be paid with fair gas lease funds.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the agreement with A&A Consultants.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to ratify, on behalf of Finance, two grants with the Pennsylvania Commission on Crime and Delinquency for the purchase of equipment and supplies to increase the effectiveness of the leader and Job Programs. Both grants are \$25,000 and no county match is required.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving to ratify two grants with the Pennsylvania Commission on Crime and Delinquency.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan - 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 the following provider agreements for the period of July 1, 2016 through June 30, 2017.

No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Justice Works Youth Care	\$875,000
Justice Works Youth Care-Family Group Decision Making	\$200,000
Justice Works Youth Care-Why Try	\$105,000
TOTAL	<u>\$1,175,000</u>

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the listed provider service agreements.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Children & Youth Services, of the following purchase of service agreement addendums for the period of July 1, 2015 through June 30, 2016. No additional county funds are required.

<u>PROVIDER</u>	<u>FROM</u>	<u>TO</u>
Keystone Adolescent Center	\$120,000	\$180,000
Pressley Ridge	\$315,000	\$440,000
Justice Works Youth Care	\$650,000	\$875,000
TOTAL	\$1,085,000	\$1,495,000

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the above listed allocation adjustments.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Vaughan – 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 addendum with Mel Blount Youth Home of Pennsylvania, to extend the fiscal year 2013-2014 contract one month. This agreement will be effective July 1, 2013 through July 31, 2014. No additional county funds are required.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the agreement with Mel Blount Youth Home of Pennsylvania.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of advertising of sealed bids for the replacement of self-contained breathing apparatus. All units will be purchased through Act 165 for approximately \$80,000.

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Moved by Mr. Shober; seconded by Mrs. Vaughan, approving advertising for bids for self-contained breathing apparatus.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of the updated 2016 fee schedule with NMS Labs, Willow Grove, Pa., for post mortem laboratory services.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the updated fee schedule with NMS Labs.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of an addendum to the current agreement with Palco Sales Corp., Norvelt, Pa., for the provision of repair and maintenance to include one generator for the Washington County Health Center, for an annual amount of \$1,011.25 and \$800.00 for two hour load bank test. Preventative maintenance will be scheduled annually and repairs will be performed on an as needed time and material basis. \$90/hour (M-F from 8 to 4:30); \$1890 (emergency, weekend and evening). Service shall begin the date of award and shall continue year-to-year, unless terminated by providing a 30-day written notice.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the addendum with Palco Sales Corp.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Human Resources, of an agreement with Management Advisory Group International, Inc., Woodbridge, Va. to conduct job analysis for each salary non-union position for Washington County. The contract authorization amount is \$27,500.00

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the agreement with Management Advisory Group International, Inc.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of an agreement with Environmental Systems Research Institute (ESRI), Redlands, Calif. for software maintenance and update the GIS software utilized by Public Safety, Tax Assessment and Planning. The

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contract authorization amount is \$22,823.29. This purchase is being made from the PA State contract and does not require bidding.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving agreement with Environmental Systems Research Institute.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Adult Probation, of a purchase of one regular phone to be utilized by an Adult Probation officer to communicate with 9-1-1 and field safety. The monthly service cost will be \$39.99 through Verizon Wireless and will be paid from their operating budget.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the purchase of a phone.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Court Administration, to purchase a 2016 Dodge Grand Caravan from McCall Motors, Ebensburg, Pa. for use by the Juvenile Probation-Leader Program to transport youths. The total cost of the vehicle is \$23,090.00 and will be made via PA State Contract/COSTARS 26 and therefore does not require bidding.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the purchase of a vehicle for Court Administration.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Commission, to purchase a 2017 Ford F-250 truck from Stuckey Ford, Hollidaysburg, Pa. for use throughout the parks and Panhandle Trail. The total cost of the vehicle is \$27,558.00 and will be made via PA State Contract/COSTARS 26 and therefore does not require bidding.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the purchase of a vehicle for the Planning Commission.

Roll call vote taken:

Mr. Shober – Yes; Mrs. Vaughan - Yes.

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval, on behalf of the Redevelopment Authority, to adopt a resolution approving the Washington County Fiscal Year 2016 Action Plan. The Action Plan serves as a funding application that is submitted to the U.S. Department of Housing and Urban Development (HUD) for three formula grant programs including the Community Development Block Grant (CDBG) Program at \$3,158,706, the Home Investment Partnerships (HOME) Program at \$473,530, and the Emergency Solutions Grant (ESG) Program at \$285,588.

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

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held at 10 a.m. Wednesday, May 4, 2016, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board 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 \$6,272.15.

WILLIAMS BERT J & MARY LYNN
875 RTE 231 N
CLAYSVILLE, PA 15323
Tax Year: 2010
District DONEGAL
Parcel 230-018-00-00-0004-00
Amount \$91.78

WILLIAMS BERT J & MARY LYNN
875 RTE 231 N
CLAYSVILLE, PA 15323
Tax Year: 2011
District DONEGAL
Parcel 230-018-00-00-0004-00
Amount \$93.65

WILLIAMS BERT J & MARY LYNN
875 RTE 231 N
CLAYSVILLE, PA 15323
Tax Year: 2012
District DONEGAL
Parcel 230-018-00-00-0004-00
Amount \$91.78

WILLIAMS BERT J & MARY LYNN
875 RTE 231 N
CLAYSVILLE, PA 15323
Tax Year: 2013
District DONEGAL
Parcel 230-018-00-00-0004-00
Amount \$91.78

WILLIAMS BERT J & MARY LYNN
875 RTE 231 N
CLAYSVILLE, PA 15323
Tax Year: 2014
District DONEGAL
Parcel 230-018-00-00-0004-00
Amount \$91.78

WILLIAMS BERT J & MARY LYNN
875 RTE 231 N
CLAYSVILLE, PA 15323
Tax Year: 2015
District DONEGAL
Parcel 230-018-00-00-0004-00
Amount \$91.78

WASHINGTON CNTY HOSPITALITY
LLC
6 CANYON ROAD, STE 300
MORGANTOWN, WV 26508
Tax Year: 2015
District CANTON
Parcel 120-011-08-07-0001-00
Amount \$4,446.24

CURLER LOUIS J & MARILYN S
P.O. BOX 315
MILSBORO, PA 15348
Tax Year: 2015
District WEST BETHLEHEM
Parcel 660-001-00-03-0015-00
Amount \$10.98

TUPTA JOHN C JR & CAROL
129 SHEFFIELD LANE
MCMURRAY, PA 15317
Tax Year: 2015
District PETERS TOWNSHIP
Parcel 540-011-10-04-0017-00
Amount \$5.07

CENTURY INN INC
2175 E. NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2015
District NORTH BETHLEHEM
Parcel 490-015-00-00-0021-00
Amount \$998.37

ZATTA EDWARD & SUSAN
156 BUXTON ROAD
AVELLA, PA 15312
Tax Year: 2015
District INDEPENDENCE
Parcel 370-003-03-03-0010-00
Amount \$218.86

CURTIS RICHARD E & GERALDINE &
CARL W CURTIS
P.O. BOX 2252
WEIRTON, WV 15317
Tax Year: 26062
District HANOVER
Parcel 340-003-00-00-0019-00
Amount \$40.08

There being no further business, Vice Chairman Irey Vaughan declared the meeting adjourned at approximately 10:43 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

May 16, 2016

ATTEST: _____

Mrs. M. Reese

CHIEF CLERK