

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED F1607929LD

Minute No. 1021

Washington County Commissioners

Washington, Pennsylvania, September 1, 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 and Harlan G. Shober, Jr.; absent Commissioner Diana Irey Vaughan. Also being present: The Rev. Ken S. Custer, Grace United Methodist Church, Coal Center, Pa.; American Legion Post 613 representative Chuck Ringling; Solicitor J. Lynn DeHaven; Chief Clerk Cynthia Griffin; Administrative Assistant Joyce Thornburg; Commissioner Executive Secretaries Joy Orndoff, Marie Trossman and Randi Marodi; Deputy Chief Clerk Mary Helicke; Veterans Affairs Director Susan Meighen; Judge Gary Gilman; Court Administrator Patrick Grimm; Planning Commission Director Lisa Cessna and employees Gracie Abel and Sherri Taddeo; Controller Michael Namie; Human Resources Director Kathleen Bali; Parks and Recreation representatives Kevin Garrison and Robert Taylor; Domestic Relations Director Sharon Francis and employees Tammy Bell, Julian Pintola, Chad Teagarden; Kerri Ricker, Susan Toporcer, Michelle Bell, Kate Evans, James Hanna and Tiffany Bockstoe; Behavioral Health and Developmental Services representative Dana Johnson; TRIPIL representatives Deborah Holden and Ray Pittman; Observer-Reporter Publishing Co. representative Barbara Miller; Herald-Standard representative Steve Ferris; and concerned citizen Frank Byrd.

Mr. Maggi called the meeting to order at approximately 9:54 a.m.

The Rev. Ken Custer led the meeting with a prayer.

Mr. Ringling led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1020 dated August 18, 2016.

Moved by Mr. Maggi; seconded by Mr. Shober, approving Minute No. 1020, as written.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Shober read a proclamation announcing *Child Support Enforcement Month*.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the proclamation for *Child Support Enforcement Month*.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Judge Gary Gilman accepted the proclamation and thanked the Commissioners. He stated he's been working with the Domestic Relations Office since 1990, first as a young lawyer and solicitor. This office provides a great service to so many families. He also stated that Washington County has collected more than any other fourth county.

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(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Representing TRIPIL are Deborah Holden and Ray Pittman. They both wanted to acknowledge and thank the Commissioners for their help in conducting their 5K race fundraiser.

OLD BUSINESSBID AWARDS

Solicitor DeHaven recommended the Board, on behalf of Purchasing, award the bid contract for the repairs of kitchen equipment for the correctional facility, health center and Aging Services to Lambert Commercial Sales, Monongahela, Pa. This contract will be effective date of agreement through March 31, 2017, with the option to extend for two additional one-year periods by mutual agreement of all parties. The contract authorization amount is \$70.00/hour (M-F, 8-5) and \$105.00/hour (M-F, weekends, 5-8) with a 10% discount from manufactured list price and all work will be done on a time and material basis. This bid is being awarded to the lowest most responsive and responsible bidder meeting specifications. This is contingent upon approval in the next prison board meeting to be held Wednesday, September 14, 2016, Minute No. PB 9-14-16.

Moved by Mr. Maggi, seconded by Mr. Shober, approving the contract with Lambert Commercial Sales.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board, on behalf of Purchasing, award the bid contract for the repairs of laundry equipment for the correctional facility, health center and Aging Services to Super Laundry Equipment, Pittsburgh, Pa. This contract will be effective date of agreement through March 31, 2017, with the option to extend for two additional one-year periods by mutual agreement of all parties. The contract authorization amount is \$75.00/hour (M-F, 8-5) and \$75.00/hour (M-F, weekends, 5-8) and all work will be done on a time and material basis. This bid is being awarded to the lowest most responsive and responsible bidder meeting specifications. This is contingent upon approval in the next prison board meeting to be held Wednesday, September 14, 2016, Minute No. PB 9-14-16.

Moved by Mr. Maggi, seconded by Mr. Shober, approving the contract with Super Laundry Equipment.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT EXTENSIONS

Solicitor DeHaven recommended the Board, on behalf of Purchasing, authorize the extension of the current agreement for bread products to Alfred Nickles Bakery, Inc. Navarre, Ohio, for the period

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October 1, 2016 through September 30, 2017, with the option to extend for one additional year under the same terms and conditions.

Moved by Mr. Maggi, seconded by Mr. Shober, approving the contract extension with Alfred Nickles Bakery.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, of an RCAP agreement between the County of Washington and the Redevelopment Authority of Washington County in the amount of \$500,000. Funds will be used by the Greater Washington County Food Bank for the construction of an attached garage and new refrigeration units at their Centerville Borough location. No county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the RCAP agreement.

Roll call vote taken:

Mr. Shober - 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 an agreement with GAI Consulting Engineers to complete the design and permitting of the "Discovery Cove" development in Cross Creek County Park. The contract authorization amount will not exceed \$146,200 and all costs will be paid with Cross Creek gas lease funds.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the agreement with GAI Consulting Engineers.

Roll call vote taken:

Mr. Shober - 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 authorization to advertise for engineering proposals through the PADOT ECMS system for the design and permitting of Ten Mile #40 bridge in Amwell Township (Iams Hill Road) and Chartiers #30 bridge in Cecil Township (Burnside Road). These bridges are on the TIP and approved for cost share funding with PADOT at 80% federal, 15% state and 5% county liquid fuels.

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Moved by Mr. Maggi; seconded by Mr. Shober, approving the authorization to advertise for the design and permitting of two bridges.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, of an agreement with Korn Hay Ferry to perform actuarial services for the county's other Post Employment Benefits Plan. The services will be provided at an annual cost of \$10,000 and will replace the current agreement with the Hay Group.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the agreement with Korn Hay Ferry.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, the annual Adult Probation Grant-In-Aid application and financial statement. This grant-in-aid is used to offset salaries and other operating expenses of the Adult Probation Department. No additional county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the Grant-In-Aid application and financial statement.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, of an agreement with the Pennsylvania Board of Probation and Parole. This agreement will be effective July 1, 2016 through June 30, 2017, and will enable the county to receive offender supervision fees.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the agreement with the Pennsylvania Board of Probation and Parole.

Roll call vote taken:

Mr. Shober - 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 grant allocation agreement with the Department of Public Welfare for the Medical Assistance Transportation Program (MATP) in the amount of \$2,261,080. This agreement will be effective July 1, 2016 through June 30, 2017. No additional county funds are required.

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Moved by Mr. Maggi; seconded by Mr. Shober, approving the grant allocation agreement with the Department of Public Welfare.

Roll call vote taken:

Mr. Shober - 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 HSDF 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>
Washington County Transportation Authority	\$28,800
Catholic Charities	\$13,600
TOTAL	<u>\$42,400</u>

Moved by Mr. Maggi; seconded by Mr. Shober, approving the following HSDF provider agreements.

Roll call vote taken:

Mr. Shober - 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 purchase of service agreement with Jilan B. Hawk for consulting services for the Early Intervention Service Coordination Unit. This agreement will be effective July 1, 2016 through June 30, 2017. The contract authorization amount is \$4,000 and no additional county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the purchase of service agreement with Jilan B. Hawk.

Roll call vote taken:

Mr. Shober - 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 Medical Decision Logic, Inc. for provision of the Behavioral Health Works Program for the period of June 1, 2016 through June 30, 2017. The contract authorization amount is \$9,000 and no additional county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the agreement with Medical Decision Logic, Inc.

Roll call vote taken:

Mr. Shober - 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 Behavioral Health and Developmental 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>
AMI, Inc.	\$24,914
The Academy of Adolescent Health	\$11,137
Alicia Logue	\$12,750
TOTAL	<u>\$48,801</u>

Moved by Mr. Maggi; seconded by Mr. Shober, approving the above listed provider agreements.

Roll call vote taken:

Mr. Shober - 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 a purchase of service agreement with Auberle for the provision of placement services. This agreement will be effective July 1, 2016 through June 30, 2017. The contract authorization amount is \$750,000 and no additional county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the purchase of service agreement with Auberle.

Roll call vote taken:

Mr. Shober - 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 an agreement with Dawn Smith and the University of Pittsburgh's School of Social Work for Ms. Smith to become a part-time student at the university's graduate education program, Child Welfare Education for Leadership (CWEL). This agreement will be effective August 29, 2016, and will end upon Ms. Smith's graduation or withdrawal from the program. No additional county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the agreement with Dawn Smith and the University of Pittsburgh's School of Social Work.

Roll call vote taken:

Mr. Shober - 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 a data sharing agreement with the Pennsylvania Department of Human Services to use the

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Child Welfare Information Solution (CWIS) exchange. This agreement will be effective October 1, 2016 through September 30, 2017. No additional county funds are required.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the data sharing agreement with the Pennsylvania Department of Human Services.

Roll call vote taken:

Mr. Shober – 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 three-year software license agreement with Service Express, Inc., Grand Rapids, Mich. for the purpose of providing maintenance on our HP and Cisco hardware components. This agreement will be effective September 1, 2016 through August 31, 2019. The contract authorization amount is \$16,776/year and will be paid from their operating budget.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the software license agreement with Service Express, Inc.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Correctional Facility, of an agreement with Dar Pro Solutions for the purpose of removing used cooking oil from the correctional facility. This agreement will be effective September 1, 2016 through August 31, 2020, with auto renewal for additional 12-month periods unless cancelled in writing by either party. This agreement for the correctional facility is contingent upon Prison Board approval.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the agreement with Dar Pro Solutions.

Roll call vote taken:

Mr. Shober - Yes; Mr. Maggi - 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 \$22,234.00 and will be made via PA State Contract/COSTARS 26 and therefore does not require bidding.

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

Roll call vote taken:

Mr. Shober – Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the correctional facility, to purchase one 40-gallon tilting kettle and one ice maker for the dietary area from Curran Taylor, Inc., Canonsburg, Pa. to replace aged equipment. The total cost is \$26,184.00 and will be made via PA State Contract/COSTARS 36 and therefore does not require bidding. This purchase for the correctional facility is contingent upon Prison Board approval.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the purchase of the tilting kettle and ice maker.

Roll call vote taken:

Mr. Shober – Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the District Attorney, of the purchase of a Galaxy S6 smart phone to be utilized by Attorney Jason Walsh to access e-mails when away from his desk. The monthly service cost will be \$50/month through AT&T which includes unlimited text and data and 400 anytime minutes. The cost of the Iphone S6 is 199.00 and will be paid from their operating budget. This purchase is being made from the PA State contract and does not require bidding.

Moved by Mr. Maggi; seconded by Mr. Shober, approving the purchase of a smart phone.

Roll call vote taken:

Mr. Shober – Yes; Mr. Maggi - Yes.

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held at 10 a.m. Wednesday, August 31, 2016, following the agenda meeting to discuss personnel and real estate. The regularly scheduled Salary Board meeting will be held immediately following today's meeting. All county offices will be closed on Monday, September 5, 2016, in observance of the Labor Day holiday.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$211.33.

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LUCAS STEVEN P & STACEY A
 708 ALPINE DRIVE
 CANONSBURG, PA 15317
 Tax Year: 2016
 District CANONSBURG 1ST W
 Parcel 090-014-00-02-0005-00
 Amount \$49.8

DEC MCDONALD
 STORAGE LLC
 1009 SPRING STREET
 MCDONALD, PA 15057
 Tax Year: 2016
 District MCDONALD
 Parcel 470-012-00-02-0008-00
 Amount \$37.01

US BK
 211 N FRONT STREET
 HARRISBURG, PA 17101
 Tax Year: 2016
 District NEW EAGLE
 Parcel 480-013-00-02-0024-00
 Amount \$124.52

Moved by Mr. Maggi; seconded by Mr. Shober, approving the listed tax refunds.

Roll call vote taken:

Mr. Shober – Yes; Mr. Maggi - Yes.

Motion carried unanimously.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:30 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST:

Cynthia J. Gauffman
 September 14, 2016
 CHIEF CLERK