

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED F1607929LD

Minute No. 1026

Washington County Commissioners

Washington, Pennsylvania, November 17, 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, Jr. Also being present: American Legion Post 793 representative Harry Thompson; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Cynthia Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Joy Orndoff and Randi Marodi; Planning Department representative Gracie Abel; Veterans Affairs Director Susan Meighen; Controller Mike Namie; Human Resources Director Kathleen Bali; Staley Communications representatives Eric Fecat and Randy Fraas Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representatives Bob Gregg and Carl Malm, Herald-Standard representative Steve Ferris; Staley Communications representatives Eric Fecat and Randy Fraas; and concerned citizens Lisa Foltz (TRIPIL) and Frank Byrd.

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

The Commissioner Diana Irey Vaughan led the meeting with a prayer.

Mr. Thompson led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1025 dated November 3, 2016.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1025, 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

TRIPIL client Lisa Foltz spoke regarding her disappointment with the long waiting list for housing for individuals with disabilities.

OLD BUSINESS

BID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Planning Commission, approve the bid contract for the provision and installation of five concrete pads for five large shelters in Mingo Park to MacBracey Corporation, Washington, Pa. The contract authorization amount is \$121,337,000 and will be paid from oil and gas funds. This bid is being awarded to the lowest most responsive and responsible bidders meeting specifications.

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

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 purchase of a 2017 Ford transit passenger wagon from Whitmoyer Ford, Inc., Mount Joy, Pa. to transport senior citizens. The total cost of the vehicle is \$32,215.00 and will be made via state grant.

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

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 heat pumps to Allegheny Engineering Co., McMurray, Pa. This contract will be effective from the date of agreement, 2016 through September 31, 2018, with the option to extend for four one-year periods based on the per unit cost submitted in their bid proposal. This bid is being awarded to the lowest most responsive and responsible bidders meeting specifications.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with Allegheny Engineering Company.

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 requests for proposals for clinical laboratory services for the health center to Washington Hospital. This contract will be effective January 1, 2017 through December 31, 2019, with the option to extend for an additional three-year period. This bid is being awarded to the lowest most responsive and responsible bidders meeting specifications.

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

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 Washington County Correctional Facility, approve the bid contract for refrigeration services for the correctional facility to Shearer Heating, AC

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and Refrigeration, Inc., Washington, Pa. This agreement will be effective date of agreement. The contract authorization amount is \$22,511,000 and will be funded from Act 13. This bid is being awarded to the lowest most responsive and responsible bidders meeting specifications. This is contingent upon approval of the Prison Board meeting to be held on Wednesday, November 30, 2016.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with Shearer Heating, AC and Refrigeration, Inc.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT EXTENSION

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the bid contract extension for the provision of HVAC maintenance for preventative maintenance based on the percent discount submitted in their proposal. All time and material repairs are to be done on an “as needed” basis by both Scalise Industries Corporation, Lawrence, Pa. and Hayes Mechanical, LLC., Export, Pa. This contract will be effective January 1, 2017 through December 31, 2017, with the option to extend for one additional year. This is contingent upon approval of the Prison Board meeting to be held on Wednesday, November 30, 2016.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract extension with Scalise Industries Corporation and Hayes Mechanical, 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 the Correctional Facility, approve the bid contract extension for legal research for the inmates law library to Lexis Nexis. This contract will be effective December 1, 2016 through November 30, 2019 at a total cost of \$7,272 per year. This is contingent upon approval of the Prison Board meeting to be held on Wednesday, November 30, 2016.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract extension with Lexis Nexis.

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 extension for promotional items at a discounted rate of 30% for pens, magnets, cups, etc. and 35% for clothing items plus cost of decorations to Authentic Promotions, Carmichael, Calif. This contract

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will be effective January 1, 2017 through December 31, 2017, with the option to extend for one additional year.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract extension with Authentic Promotions.

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 Coroner, approve the extension of the requests for proposals contract for post mortem laboratory services to be done on an “as needed” basis with NMS Labs, Willow Grove, Pa. This contract will be effective through December 31, 2019, unless terminated pursuant to the terms of the agreement.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract extension with NMS Labs.

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 Coroner, approve the extension of the bid contract for drug test kits to Redwood Toxicology Laboratory, Inc., Santa Rosa, CA. This contract will be effective through December 31, 2017 at a yearly cost of approximately \$15,000.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract extension with Redwood Toxicology Laboratory, 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 the Purchasing Department, approve the extension of the bid contract for lumber and building materials based on their per unit cost and discounted manufacturer’s list price to 84 Lumber Company, Eighty Four, Pa. and West Elizabeth Lumber Company, Elizabeth, Pa. This contract will be effective January 1, 2017 through June 30, 2017, with the option to renew for two additional six-month periods.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract extension with 84 Lumber Company and West Elizabeth Lumber Company.

Roll call vote taken:

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

Motion carried unanimously.

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BID CONTRACT PURCHASES

Solicitor DeHaven recommended the Board, on behalf of Building and Grounds, approve the building project work with Hayes Mechanical for the purpose of replacing failing/inaccessible 4th floor data room pumps, replacement of deteriorated cooling tower panels, replacement of failed tower wheels, bearings, shaft and sheaves on Evapco cooling tower #2, and repairing the 911 lobby area fan powered box and 911 office heater. The total cost of the four projects is \$39,463.00 and will be paid via ACT 13 funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the project work with Hayes Mechanical.

Roll call vote taken:

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

Motion carried unanimously.

CHANGE ORDER

Solicitor DeHaven recommended the Board, on behalf of Building and Grounds, approve the change order with Automated Logic, Pittsburgh, Pa. in the amount of \$3,380 for additional electrical services to wire additional dampers on both AHU's at the Courthouse.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the change order with Automated Logic.

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 Airport, of the revised change order #2 (\$23,733.73), change order #4 (\$15,820.82), revised change order #4 (\$-64,158.86), change order #6 (\$65,352.36) and change order #7 (\$1,126.54) with Lindy Paving, Inc. This will increase the amount of the contract, including prior change orders, from \$1,510,770.74 to \$1,518,578.14. This project was funded by the Local Share Account and a Bureau of Aviation grant through Pennsylvania Department of Transportation. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the change orders with Lindy Paving.

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, of a monthly subscription fee for technical support with SureQuest for software for the dietary department. The monthly fee will increase from \$135.00 to \$143.00 effective November 1, 2016.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the subscription fee for technical support with SureQuest.

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 Coroner, to increase fees for photograph prints. With the switch to digital, images are available for delivery immediately via email. The fee schedule would be as follows: 3x5 @ \$10/each; 5x7 @ \$15/each; 8x10 @ \$20/each; and digital photographs delivered electronically at \$20/each.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the fee schedule for digital images for the Coroner.

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 Coroner, to increase fees to \$50 for individual cremation authorization. The current fee is \$30 per authorization.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the fee schedule for cremation authorization for the Coroner.

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 Adult Probation, of the addition of the National Association of Pretrial Services (NAPSA) to the approved list of County Associations.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addition of the National Association of Pretrial Services 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, on behalf of the Planning Commission, of a contract supplement in the amount of \$27,360 for site survey work to include 64 acres and under the lake survey for development of trail plans and pier/dock/boardwalk foundations associated with the Discovery Cove Development project in Cross Creek Park. The revised contract authorization amount is \$173,560 and will be paid from oil and gas funds.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract supplement associated with the Discovery Cove Development project.

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 reimbursement agreement not to exceed \$10,000 for the relocation of a utility line during the construction of the Millers #3 bridge in Cecil Township. Costs will be paid 90% federal, 5% state and 5% county liquid fuels.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the utility reimbursement 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, on behalf of the Planning Commission, of a contract supplement in the amount of \$13,750 for major modification to the existing NPDES permit to include the entire fairgrounds site for all proposed projects with HRG, Inc. The revised contract authorization amount is \$70,150 and will be paid from fair gas lease funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract supplement with HRG, 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 Finance, of a project modification for the Victims Juvenile Offenders grant with the Pennsylvania Commission on Crime and Delinquency. This modification is due to a personnel change and funding remains the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the project 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 project modification for the Rights and Services for Victims of Crime grant with the Pennsylvania Commission on Crime and Delinquency. This modification is due to a personnel change and funding remains the same.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the project 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 budget modification for the Victims of Crimes Act grant with the Pennsylvania Commission on Crime and Delinquency. This modification is due to a personnel change and funding remains the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the budget 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 Human Resources, of the renewal of the current professional services contract with Carl Smith, Esquire of law firm Weber, Gallagher, Simpson, Stapleton, Fires & Newby, LLP for legal services to the county pertaining to unemployment compensation claims. This agreement will be effective January 1, 2017 through December 31, 2017 and all rates will remain the same. (Partner Attorney - \$175/hour; Associate Attorney - \$145/hour and Paralegal - \$85/hour)

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Carl Smith, Esquire.

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 the renewal of the current professional services contract with Michael Palombo, Esquire of law firm Campbell, Durrant, Beatty, Palombo & Miller, P.C. for legal services to the county pertaining to labor relations and employment law. This agreement will be effective January 1, 2017 through December 31, 2017 and all rates will remain the same. (Attorney - \$190/hour; Senior Associate Attorney - \$165/hour; Associate Attorney - \$155/hour and Paralegal and Law Clerk - \$115/hour)

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Michael Palombo, Esquire.

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 Human Resources of a renewal of the Opt-Out rate for health insurance to remain the same as 2016 at a rate of \$200 per month.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the Opt-Out rate for health insurance.

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 annual contract for retirees over age 65 with Highmark Freedom PPO Blue. This agreement will be effective January 1, 2017 through December 31, 2017. The renewal rate will increase 12 percent.

Moved by Mr. Shober; seconded by Mr. Maggi, approving the contract with Highmark Freedom PPO Blue.

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 annual contract for medical coverage with Highmark Blue Cross Blue Shield. This agreement will be effective January 1, 2017 through December 31, 2017. The PPO Blue Plan premium will increase eight percent and the Health Reimbursement account premium will increase 1.71 percent.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract with Highmark Blue Cross Blue Shield.

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 annual contract with Colonial Supplemental Insurance. This agreement will be effective January 1, 2017 through December 31, 2017. The rates will remain the same as 2016.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract with Colonial Supplemental 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 Human Resources of a renewal of the annual contract with Reliance for life insurance and for long term disability at the following rates effective January 1, 2017 through December 31, 2017:

- Life Insurance
 - Group Life – to decrease from .152 to .14/\$1,000 of benefit.
 - Accidental Death & Dismemberment – to remain the same at a rate of \$0.02/\$1,000 of benefit.
- Long Term Disability– to decrease from \$0.22 to .20/\$100 of covered payroll.

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

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 2016-2017 provider service agreements with the list of previously approved providers.

Ann Bufalini, Ambridge, Pa.

Munchkinland Learning & Day Care Center,
West Brownsville, Pa.

Pam Powell, New Brighton, Pa.

Rachelle Payne, Aliquippa, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the 2016-2017 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 a purchase of service agreement addendum with Connect to provide homeless assistance services. This agreement will be effective August 1, 2016 through July 31, 2017. The contract authorization amount will remain the same and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement addendum with Connect.

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 agreements for the period of July 1, 2016 through June 30, 2018. Funds

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are provided by the U.S. Department of Housing and Urban Development (HUD) through the Emergency State Grant Program. No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Connect, Inc.	
<i>Emergency Shelter Services</i>	\$71,011
<i>Transitional Housing</i>	\$48,847
Domestic Violence Services of Southwestern PA	
<i>Transitional Housing</i>	\$15,000
<i>Emergency Shelter Services</i>	\$41,500
Community Action Southwest	
<i>Emergency Shelter Services</i>	\$94,230
TOTAL	<u>\$270,558</u>

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the following provider 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 Purchasing, of a five year lease agreement with Canonsburg Borough for office space for MDJ Mark. This agreement will be effective January 1, 2017 through December 31, 2021 with the option to renew for two five-year periods. The monthly rent is at the following rates with a 3 percent increase annually:

01/01/2017 to 12/31/2017 - \$2,190.84

01/01/2018 to 12/31/2018 - \$2,256.57

01/01/2019 to 12/31/2019 - \$2,324.26

01/01/2020 to 12/31/2020 - \$2,393.99

01/01/2021 to 12/31/2021 - \$2,465.81

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

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, November 16, 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 Thursday and Friday, November 24 and 25, 2016, in observance of Thanksgiving.

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SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:26 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

November 30, 2016
ATTEST: *Cynthia S. Griffin*
CHIEF CLERK