

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

Minute No. 1034

Washington County Commissioners, March 16, 2017

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, Sr.. Also being present: Pastor Fred Helmick, Wolfdale Bible Chapel, Washington, Pa.; American Legion Post 793 representative Roy Wise; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Joy Orndoff, Marie Trossman and Randi Marodi; Planning Department representative Gracie Abel; Veterans Affairs director Susan Meighen; Human Resources Director Kathleen Bali; Finance Director Josh Hatfield; Clerk of Courts Frank Scandale; District Attorney Eugene Vittone; TRIPIL representative Deborah Holden; Montour Trail representative Ned Williams; Columbia Gas representatives Amy Watkins and Pat Thompson; health center employees and SEIU representatives, Theresa Pearce, Randy Popielarceyk, Dawn Futrell, Kathy Shaner, Leeann Howell, Mary Glendenning and Elizabeth Morris; Observer-Reporter Publishing Co. representative Barbara Miller; Herald Standard representative Pat Cloonan; and concerned citizens First Church of the Nazarene representative Pastor Marty Bausman, Robert Simmons and Frank Byrd.

Mr. Maggi called the meeting to order at approximately 10:02 a.m.

Pastor Fred Helmick led the meeting with a prayer.

Mr. Wise led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1033 dated March 2, 2017.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1033, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mrs. Vaughan read a certificate of recognition plaque recognizing the Montour Trail being the recipient of the Pennsylvania Department of Conservation and Natural Resources 2017 Trail of the Year. Montour Trail Council member Ned Williams accepted the plaque on behalf of the strong volunteer network that has made this trail worthy of this award.

Mr. Shober read a proclamation to proclaim March s Pennsylvania 8-1-1 Safe Digging Month. Accepting the proclamation are representatives of Columbia Gas, Amy Watkins and Pat Thompson. Mr. Thompson thanked the Commissioners for the proclamation.

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

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMRLIMITED_E1607929LD

(RECESS FOR PHOTOS)PUBLIC COMMENTS

Washington County Health Center employee Mary Cheek spoke regarding keeping the health center as part of the county. She has been finding unfavorable issues about other facilities. Ms. Cheek has also asked to be part of the process in finding a buyer and this has not happened.

Simmons Market fruit and vegetable farmer Bob Simmons of Peters Township is a fifth generation farmer. According to the reassessment, he believes the assessment office is using and abusing the Clean and Green Act. This law is to protect the farmer from what is happening to himself. Mr. Simmons stated his property should have been granted clean and green status for 30 years and instead they have consistently been turned down. Mr. Simmons asks the Commissioners to look into this problem with the assessment office and the Clean and Green Act.

OLD BUSINESSBID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, award the lease/purchase of two 2017 Ford Focus Sedans, standard package for the Juvenile Probation Department from Acme Auto Leasing, North Haven, Conn. The cost of each vehicle is \$425/month (\$20,240 per vehicle) for 48 months plus a \$1 buyout. Tax, title and insurance are additional and all costs will be paid from their operating budget.

Moved by Mrs. Vaughan, seconded by Mr. Shoher, approving the lease/purchase from Acme Auto Leasing.

Roll call vote taken:

Mr. Shoher – 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 extension of the current contract for law enforcement uniforms for Public Safety and the Sheriff's Department to Trapuzzano's Uniforms, Washington, Pa. The contract extension will be effective May 1, 2017 through April 30, 2018, at a yearly total of approximately \$55,000. This extension is in accordance with the terms and conditions of the original contract.

Moved by Mrs. Vaughan, seconded by Mr. Shoher, approving the contract extension with Trapuzzano's Uniforms.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the extension of the current contract for diagnostics and repairs of county owned dams on a time and material basis with EnviroScience, Inc., Stow, Ohio. The contract extension will be effective through April 30, 2018 at a yearly total of approximately \$55,000. This extension is in accordance with the terms and conditions of the original contract.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with EnviroScience, 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 current contract for repairs of kitchen and laundry equipment on a time and material basis, as needed with JMD Corporation, Morgantown, WV. The contract extension will be effective through March 31, 2018. This extension is in accordance with the terms and conditions of the original contract.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with JMD 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 the Purchasing Department, approve the extension of the current contract for repairs of kitchen and laundry equipment on a time and material basis, as needed with Lambert Commercial Sales, Monongahela, Pa and Super Laundry Equipment, Pittsburgh, Pa. The contract extension will be effective through March 31, 2018. This extension is in accordance with the terms and conditions of the original contract.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with Lambert Commercial Sales and Super Laundry Equipment.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT PURCHASES

Solicitor DeHaven recommended the Board, on behalf of Building & Grounds, award the bid contract for building controls work at the Courthouse to Automated Logic for the purpose of replacing four rooftop condenser VSD retrofits to drive three existing motors, including programming, labor, materials and factory startup. The total project cost is \$29,060 and will be paid via Act 13 funds.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

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

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 Planning Commission, award the bid contract for concrete work for the provision and installation of concrete pads for Shelters 1 and 2, plus the damaged shelter at Cross Creek Park to MacBracey Corporation, Washington, Pa. The total project cost is \$57,000 and will be paid from oil and gas lease funds.

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.

CHANGE ORDER

Solicitor DeHaven recommended the Board, on behalf of Building & Grounds, approve a change order with United Safety Services, Inc., Carnegie, Pa. for labor and materials to encapsulate the insulation in both air handlers (return and supply) in the Courthouse that will allow the system to work at a higher efficiency while preventing particles from blowing out of the system. The contract amount will increase to \$3,375 and will be paid from miscellaneous funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the change order with United Safety Services, 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 Planning Commission, approve a change order with MacBracey Corporation, Washington, Pa. for the provision and installation of additional concrete walkways around the shelters and bathrooms at Mingo Park. The contract amount will increase to \$22,000 and will be paid from oil and gas funds.

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

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

Solicitor DeHaven recommended the Board, on behalf of Tax Assessment, approve a change order with Tyler Technologies for enhancements to the storage of the reassessment data/photos. The contract amount will increase to \$18,000 and will be paid from the Information Technology's operating budget.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the change order with Tyler Technologies.

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 a contract with Blane Black to provide legal services in regards to 1,115 tax assessment reconciliation conferences presently pending before the courts. This contract will be retroactive to February 24, 2017, at a flat amount of \$27,500.

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

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 a contract with Dorothy Milovac to provide legal services in regards to 1,115 tax assessment reconciliation conferences presently pending before the courts. This contract will be effective March 9, 2017, at a flat amount of \$25,000.

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

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 enter into a non-surface oil and gas lease with EQT Production, Inc., for 8.5036 acres of oil and gas underlying Ten Mile Park. This lease will provide a bonus of \$3,500 per acre and royalties will be paid at the rate of 18% of the value of all oil and gas produced and sold for the leased premises with a cap on post production cost of 60 cents per MMBTU.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the oil and gas lease with EQT Production, Inc.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED F1607929LD

Chief Clerk presented to the Board for their consideration and approval of the appointment of Elizabeth Robertshaw to the Washington County Housing 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 of the addition of the Pennsylvania Court Reporters Association to the approved list of County Associations. The membership fee is \$195.00

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addition of the Pennsylvania Court Reporters Association 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 two right-of-way agreements with Mark West Liberty Midstream for pipeline crossings boring under the Panhandle Trail with no surface disturbance including:

- 104 ft. in length and 30 ft. in width in Robinson Township at a payment of \$10,000
- 207 ft. in length and 15 ft. in width in Smith Township at a payment of \$5,000

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the right-of-way agreements with Mark West Liberty Midstream.

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 and the District Attorney, of a grant application for tech support for law enforcement with the Pennsylvania Commission on Crime and Delinquency. This grant in the amount of \$49,674 is for the period of April 1, 2017 through June 30, 2017. All costs incurred under this grant will be for replacement equipment and software for use by staff and in conjunction with collaborative efforts between Washington and Allegheny counties and municipal police departments.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant with the Pennsylvania Commission on Crime and Delinquency.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Chief Clerk presented to the Board for their consideration and approval, on behalf of Human Resources, of the union contract between the County of Washington and the Residual Unit of the Service Employees International Union Local 688. This agreement will be effective January 1, 2017 through December 31, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract with the Residual Unit of the Service Employees International Union Local 688.

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 professional service contract with Mon Valley Hospital to provide multiphasic blood screening services for employees and spouses. This agreement will be effective January 1, 2017 through December 31, 2017. The contract authorization amount is \$30.00 per person.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Mon Valley Hospital.

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 and Youth Services, of a purchase of service agreement with Families United Network, Inc. for the provision of foster care services. This agreement will be effective July 1, 2016 through June 30, 2017. The contract authorization amount is \$200,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement with Families United Network, 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 Behavioral Health and Developmental Services, of a purchase of service agreement addendum with AMI, Inc. for transition age programs. The contract authorization amount will increase from \$99,655 to \$170,655. No additional county funds are required.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement addendum with AMI, 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 Behavioral Health and Developmental Services, of training and outreach expenses for the period of January 1, 2017 through December 31, 2017. The total training expenses will not exceed \$8,520 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the training and outreach expenses.

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 SAMHSA grant training expenses for the period of January 1, 2017 through December 31, 2017. The total training expenses will not exceed \$2,500 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the SAMHSA grant training expenses.

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 Health Center, of an agreement with Julie W. Wilcox, M.D., for the provision of psychiatrist services to the residents. This agreement will be effective April 1, 2017 through March 31, 2018. The will be paid as a \$1,500 monthly Stipend and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Julie W. Wilcox, M.D.

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 Purchasing Department and the correctional facility/D&A, of advertising for requests for proposals for the administration of a comprehensive, medically assisted opioid treatment program Vivatrol Program for

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMRLIMITED E1607929LD

incarcerated inmates. This program is 100% state funded. This item was previously approved in the Prison Board meeting PB 3-15-17, dated March 15, 2017.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving advertising for the administration for the Vivatrol 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 Redevelopment Authority, to advertise for an engineering firm that specializes in airport operations to cover projects that may surface.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving advertising for an engineering firm for airport projects.

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 payment to Optical Storage Solutions for software maintenance and support of their Landex software. This agreement will be effective March 1, 2017. The yearly contract authorization amount is \$17,882 and will be paid from Recorder of Deeds and Tax Assessment's budget.

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, on behalf of Court Administration, of the purchase of a 2017 Ford F-350 XLT truck, for use by the Community Service/FITS program at a total cost of \$36,800.00. The proposed purchase would be made via DGS/COSTARS 26, and therefore does not require bidding. The proposed vendor is Stuckey Ford, of Hollidaysburg, Pa. The cost will be covered by state funding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of a Ford F-350 XLT truck.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Chief Clerk presented to the Board for their consideration and approval, on behalf of Public Safety, of payment to Environmental Systems Research Institute (ESRI), Redlands, Calif. for software maintenance and updates of the GIS software system utilized by Public Safety, Tax Assessment and Planning. The contract authorization amount is \$28,900 and will be split and paid from their budget. The cost will be covered by state funding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment to Environmental Systems Research Institute.

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, March 15, 2017, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board meeting will be immediately following today's meeting.

SOLICITOR

None.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:35 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

April 5, 2017

ATTEST:

Cynthia S. Guffey
CHIEF CLERK