

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Minute No. 1035

Washington, Pennsylvania, April 6, 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. Also being present: Pastor John H. Owen, Lone Pine Christian Church, Washington, Pa.; American Legion Post 639 representative Tony Luskoski; Solicitor J. Lynn DeHaven; Director of Administration Scott Fergus; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Joy Orndoff and Randi Marodi; Planning Department representative Gracie Abel; Controller Mike Namie; Human Resources Assistant Director Andrea Johnston; Finance Director Josh Hatfield; Building & Grounds Director Justin Welsh; Penn State Co-operative Extension representative Pam Paletta; State Representative Brandon Neuman; CARE Center STTARS representatives Joanna Dragan, Donna Sluciak, Ashley Beck, Kristen Hohing and Hayley Maraugh; health center employees and SEIU representatives, Theresa Pearce, Randy Popielarceyk, Mary Cheek, Patricia Piccoli, Leeann Howell, Mary Glendenning and Elizabeth Morris; CCIS Director Tracy Holsopple and CCIS employees Sandy Sabot, Grace Archibald, Erin Dinch, Lori Dominick, Lisa Kelley, Carla Miller, Jackie Riggans and Tara Wilson; Fredericktown Public Library representative Theda Diethorn; Washington County Library System representatives Diane Ambrose, Jessica Miller, Jackie Laick, Mary Duranti, Sue Miller and Kathy Pienkousk; Chartiers-Houston Community Library representative Laura Swanson; Chartiers-Houston Assistant Principal and Athletic Director Kurt Kesneck, Girls' Basketball head coach Laura Montecalvo, Assistant Coach Brad Scott and Chartiers-Houston girls' basketball team; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Carl Malm; Herald Standard representative Pat Cloonan; and concerned citizen Frank Byrd.

Mr. Maggi called the meeting to order at approximately 10:00 a.m.

Pastor John Owen led the meeting with a prayer.

Mr. Luskoski led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1034 dated March 16, 2017.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1034, 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 proclamation declaring April as Sexual Assault Awareness Month.

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

IMR LIMITED F1607929LD

Accepting the proclamation is Joanna Dragan representing the Care Center Starrs Program Sexual Assault Center, along with four other employees. Ms. Dragan stated her staff serves approximately 600 victims/survivors per year. Ms. Dragan thanked the Commissioners for being supportive of their office in Washington County. She also stated Commissioner Diana Irey Vaughan has always been a champion of their messages.

Mr. Shoher read a proclamation declaring April 9 through April 15, 2017, as National Library Week.

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

Roll call vote taken:

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

Motion carried unanimously.

Donna Ambrose, representing the Citizens Library, accepted the proclamation. She thanked the Commissioners for their continued support. She stressed how valuable each library is and at the end of their annual report, found on their website, there is a national value calculator. This calculates books checked out, services provided, the number of CD's borrowed, meeting rooms used, classes provided, etc., are worth a total of \$10 million throughout the county.

Mrs. Vaughan read a proclamation declaring April as Month of the Young Child.

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

Roll call vote taken:

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

Motion carried unanimously.

Mrs. Vaughan also read a retirement certificate congratulating Sandy Sabot on over 19 years of service to the community in the Child Care Information Services.

Director of Child Care Information Services Tracy Holsopple presented the proclamation and certificate to Sandy Sabot, the Resource Referral Specialist. Ms. Holsopple said Mrs. Sabot is very client-oriented and always took very special care of her clients.

Mrs. Sabot accepted the proclamation and thanked the Commissioners for always being supportive to the CCIS office over the years. She stated the mission of CCIS is to help low income families with child care costs. Mrs. Sabot also recognized the five staff members in the Beaver County office. She said she would always be an advocate for children.

Mr. Shoher read a certificate congratulating the Chartiers-Houston Girls' Basketball team on capturing the 2016-17 WPIAL championship.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Coach Laura Montecalvo spoke on behalf of the team and introduced her assistant Brad Scott. Coach Montecalvo thanked the Commissioners for this recognition. She said they won the Section I AA title, which was the first time in 16 seasons. This team also had two 1,000-point scorers in the same season, Alexa Williamson and Jayla Walker.

(RECESS FOR PHOTOS)PUBLIC COMMENTS

Concerned citizen Frank Byrd spoke regarding his disappointment with the county area transportation system. He said he has tried to pay to go to certain places and he said he had to walk 25 miles to a dentist in Burgettstown.

OLD BUSINESSBID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, award the bid contract for the Joint Municipal Purchasing Program to the following vendors based on their per unit cost submitted in their bid.

Advanced Drainage Systems, Ludlow, MA

Coolsprings, Uniontown, PA

Authorized distributor: Interstate Pipe, Washington, PA

Hanson Aggregates BMC Inc., Connellsville, PA

This contract is effective date of agreement through March 31, 2018. The total cost of the contract is approximately \$10,000. This bid is being awarded to the lowest most responsive and responsible bidder meeting specifications.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with the vendors mentioned above.

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 President Judge Emery, to enter into an intergovernmental agreement with the Commonwealth of Pennsylvania for probation and parole officers' firearm education and training. This training will take place June 1 through June 20, 2017, at no cost to the county.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with the Commonwealth of 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, to adopt a resolution for the purchase of an avigation easement on property located on Mounts Road, South Franklin Township, owned by Helen Kelly (widow) and George Kelly, her son, at the purchase price of \$10,000. The purpose of this easement is to remove trees that are/or will be obstructing the flight path of airplanes landing and taking off from the Washington County Airport. Be it further resolved that William R. McGowen, Executive Director of the Redevelopment Authority, be authorized to execute on behalf of the county any and all documents necessary to acquire this easement.

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, on behalf of Finance, of an agreement with the Commonwealth of Pennsylvania through the Pennsylvania Board of Probation and Parole for grant-in-aid funding used to offset salaries and other operating expenses of the department. This agreement will be effective July 1, 2017 through June 30, 2022.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant with the Commonwealth of 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 Child Care Information Services, of the new 2016-2017 provider service agreements with the list of following providers:

SEB Enterprises-Little Squirts U,
Canonsburg, Pa.

Early Years Child Care Centers, Inc.,
Freedom, 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.

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 Services, to enter into agreements with the Department of Housing and Urban Development (HUD) to provide housing and supportive services to homeless individuals and families. This agreement will be effective May 1, 2017 through July 31, 2018. The contract authorization amount is \$1,092,894 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreements with the Department of Housing and Urban Development.

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 housing and supportive services to homeless individuals and families. No additional county funds are required.

<u>AGENCY</u>	<u>AMOUNT</u>	<u>GRANT YEAR</u>
ARC Human Services	\$189,718.00	5/1/2017 – 4/30/2018
Connect, Inc.	\$132,679.00	6/1/2017 – 5/31/2018
Connect, Inc.	\$ 89,609.00	6/1/2017 – 5/31/2018
Connect, Inc.	\$491,001.00	5/1/2017 – 4/30/2018
Connect, Inc.	\$153,439.00	5/1/2017 – 4/30/2018
TOTAL	<u>\$1,056,446.00</u>	

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above 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 Behavioral Health and Developmental Services, of an administrative service agreement addendum with Southwest Behavioral Health Management, Inc. The county will provide HealthChoices administrative services for the period January 1, 2016 through December 31, 2017. The maximum contract authorization amount will increase to \$916,334.21. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the administrative service agreement addendum with Southwest Behavioral Health Management, 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 Children and Youth Services, of provider agreements with the list of following providers. These agreements will be effective July 1, 2016 through June 30, 2017. No additional county funds are required.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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<u>PROVIDER</u>	<u>AMOUNT</u>
Crossroads Group Homes and Services, Inc.	\$50,000
Dr. Joseph Greenberg, Ph.D.	\$30,000
Fox and Bee Associates, LLC	\$9,200
TOTAL	<u>\$89,200</u>

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the 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 addendum with Justice Works Youth Care for the period of July 1, 2015 through June 30, 2016. The contract authorization amount will increase from \$875,000 to \$900,000. No additional county funds are required.

Moved by Mr. Shober; seconded by Mrs. Vaughan, approving the purchase of service agreement addendum with Justice Works Youth Care.

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 and Youth Services, of the following allocation adjustments for the period of July 1, 2016 through June 30, 2017. No additional county funds are required.

<u>PROVIDER</u>	<u>FROM</u>	<u>TO</u>
Adoption Connection	\$170,000	\$270,000
Hermitage House	260,000	410,000
The CARE Center dba SPS CARE Center	200,000	500,000
Washington Drug & Alcohol	30,000	100,000
TOTAL	\$660,000	\$1,280,000

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

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 service renewal agreement with Kronos for the maintenance and support of the hardware and software for the Kronos Workforce Time Keeper. This agreement will be effective through June 29, 2018. The contract authorization amount is \$35,105.19 and will be charges to their budget.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

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

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 Human Services, of a 4% cost increase with Ability Network, Inc. for software which is required by Medicare, which allows all billing claims to be processed through an independent intermediary or clearinghouse before final submission to Medicare for payment. The yearly cost for the software, hosting fee, and transactions fees are \$4,450.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Ability 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 the Planning Commission, of the purchase of playground equipment from Bitting Recreation, Inc., Harrisburg, Pa. for Mingo Creek County Park (to be placed near Henry Bridge) at a total cost of \$87,848.85. This purchase is made via CoStars 14, and therefore does not require bidding and will be paid via oil and gas funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of playground equipment from Bitting Recreation, 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 the Planning Commission, of the purchase of playground equipment from Pete Jeffrey & Associates, Indianola, Pa. to be placed at Cross Creek and Mingo Creek parks at a total cost of \$83,350.00. The proposed purchase will enhance existing equipment or replace aging play equipment at each location. This purchase is made via CoStars 14, and therefore does not require bidding and will be paid via oil and gas funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of playground equipment from Pete Jeffrey & Associates.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MR LIMITED E1607929LD

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of travel for CIO, Debra Rutan, Database/Project Manager, Jody Johnson and Purchasing Director, Randy Vankirk to attend the 2017 SUGA (Finance Plus) User conference for finance plus training in Nashville, Tenn. on June 19-23, 2017. The total estimated cost including travel, lodging and training is approximately \$2,000 per individual and will be paid from their respective operating budgets. This training is also recommended for several county team members.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving travel to Nashville, Tenn.

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, April 5, 2017, following the agenda meeting to discuss personnel and real estate. The regularly scheduled Salary Board meeting will be immediately following the Board of Commissioners meeting. All county offices will be closed on Friday, April 14, 2017 in observance of Good Friday.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$311.89.

SAPKO MICHAEL & JUDITH
125 CREST STREET
CHARLEROI, PA 15022
Tax Year: 2015
District SPEERS
Parcel 610-016-00-03-0013-04
Amount \$43.49

SAPKO MICHAEL & JUDITH
125 CREST STREET
CHARLEROI, PA 15022
Tax Year: 2014
District SPEERS
Parcel 610-016-00-03-0013-04
Amount \$43.49

SAPKO MICHAEL & JUDITH
125 CREST STREET
CHARLEROI, PA 15022
Tax Year: 2013
District SPEERS
Parcel 610-016-00-03-0013-04
Amount \$43.49

SAPKO MICHAEL & JUDITH
125 CREST STREET
CHARLEROI, PA 15022
Tax Year: 2012
District SPEERS
Parcel 610-016-00-03-0013-04
Amount \$43.49

SAPKO MICHAEL & JUDITH
125 CREST STREET
CHARLEROI, PA 15022
Tax Year: 2011
District SPEERS
Parcel 610-016-00-03-0013-04
Amount \$43.49

SAPKO MICHAEL & JUDITH
125 CREST STREET
CHARLEROI, PA 15022
Tax Year: 2010
District SPEERS
Parcel 610-016-00-03-0013-04
Amount \$43.49

BURNFIELD CHARLES M & T BOYCE
2114 EAST NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2011
District NORTH BETHLEHEM
Parcel 490-015-00-00-0022-00
Amount \$8.49

BURNFIELD CHARLES M & T BOYCE
2114 EAST NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2012
District NORTH BETHLEHEM
Parcel 490-015-00-00-0022-00
Amount \$8.49

BURNFIELD CHARLES M & T BOYCE
2114 EAST NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2013
District NORTH BETHLEHEM
Parcel 490-015-00-00-0022-00
Amount \$8.49

BURNFIELD CHARLES M & T BOYCE
2114 EAST NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2014
District NORTH BETHLEHEM
Parcel 490-015-00-00-0022-00
Amount \$8.5

BURNFIELD CHARLES M & T BOYCE
2114 EAST NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2015
District NORTH BETHLEHEM
Parcel 490-015-00-00-0022-00
Amount \$8.49

BURNFIELD CHARLES M & T BOYCE
2114 EAST NATIONAL PIKE
SCENERY HILL, PA 15360
Tax Year: 2016
District NORTH BETHLEHEM
Parcel 490-015-00-00-0022-00
Amount \$8.49

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above listed tax refunds.

Roll call vote taken:

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

Motion carried unanimously.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:59 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

April 19, 2017

ATTEST:

Cynthia S. Gueff

CHIEF CLERK

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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