

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Minute No. 1038

May 18, 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 Gary Gibson, North Buffalo Presbyterian Church, Washington, Pa.; Marine Corps League Post 1138 representative Barry Bebout; 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; Human Resources Director Kathleen Bali; Finance Director Josh Hatfield; Controller Mike Namie; Treasurer Francis King; health center employees and SEIU representatives, Mary Cheek, Leeann Howell, Kathy Shaner, Brook Ward, Patricia Piccoli and Dawn Futrell; Teen Outreach Director Dr. Mary Jo Podgurski and representatives Mariah Chobany, Ashley Hines, Amy Podgurski, Emily Crowe, Elicia Hetzel, Alita Rowe Johnson and Ceira McCrune; Washington County employees Randy Butka, Erik Parks, Addie Bertram, Julian Pintola, Kelly Zavacky, Elizabeth Meeks, Allison Cole and Mark Schmelzlen; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Jim Jefferson; Herald Standard representative Pat Cloonan.

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

Pastor Gary Gibson led the meeting with a prayer.

Mr. Bebout led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1037 dated May 4, 2017.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1037, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS – Perfect Attendance Certificates presented to the following:

Ryan Anderson	Janette Barni	Donald Barrett
Vickie Carlisle	Lori Catlett	Allison Cole
Joseph Condoluci	Nikki Cushey	Kathryn Dice
Sylvia Dreistadt	Glenn Furbee	Amanda Garove
Richard Gluth	Deborah Hammond	Judith Hynok
Joseph Janflone	April Jones	Stephen Joseph
Jacob Lehman	John Lewis	Vincent Ley
Sherilyn Lienard	Scott Lucy	Angelia Mattes
Kathy McDonough	Elizabeth Meeks	Charlotte Mesic
Cynthia Orndorff	Dennis Paluso	Erik Parks
Gerri Pennline-Restivo	Kimberly Peters	Julian Pintola
Michelle Ringer	Tracy Rossa	Daniel Royall
Mark Schmelzlen	Joel Walsh	Carolyn Walters
Kelly Ward	John Willis	Kristi Wyke
	Matthew Yancosek	

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Mrs. Vaughan read a proclamation proclaiming May as *National Teen Pregnancy Prevention Month*, and urged all residents and organizations to support the valuable work of Washington Hospital Teen Outreach program.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the proclamation declaring May as *National Teen Pregnancy Prevention Month*.

Roll call vote taken:

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

Motion carried unanimously.

Accepting the proclamation is Director May Jo Podgurski. She thanked the Commissioners and urges all citizens to support the work of The Washington Hospital Teen Outreach Program.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

BID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, award the bid contract to North Star Communications, Inc., Cecil, Pa. for data and telephone wiring based on their "per hourly" rate of \$37/hour for regular rates and \$45/hour for evenings and weekends. This agreement will be effective July 1, 2017 through June 30, 2018 with the option to extend for three additional one-year periods. All work will be done on an "as needed" basis at a yearly cost of \$16,000. 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 North Star Communications, 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 extension of our current contract for ammunition with Witmer Public Safety Group, Inc., Cantersville, Pa. This contract extension will be effective through November 30, 2017 under the same terms and conditions as the original contract.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with Witmer Public Safety Group, Inc.

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 Redevelopment Authority, of an agreement with Columbia Gas of Pennsylvania for a natural gas line extension needed to serve the Dallas Airmotive expansion, several County buildings and other developable properties along Goodridge Lane on the Airport's Southside. Columbia gas has provided drawings and a cost for the work in the amount of \$10,470.40. The cost for the work performed by Columbia Gas may be refunded based on gas requirements for new customers served by the main line extension.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Columbia Gas 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 Information Technology, of travel for an employee to attend the 2017 Virtual Machine World Conference in Las Vegas, NV on August 27, 2017 through August 31, 2017. The total cost is \$2,500 and will be charged to their budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving travel to Las Vegas, NV.

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 Domestic Relations, to enter into a personal service agreement with Pat Smider to cover the Domestic Relations Hearing Officer's position until a replacement is hired. This agreement will be effective April 17, 2017 and costs will be reimbursed by Title IV-D money.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Pat Smider.

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 Domestic Relations, to enter into a personal service agreement with Bob Johnson to cover the Domestic Relations Hearing Officer's position until a replacement is hired. This agreement will be effective May 18, 2017 and costs will be reimbursed by Title IV-D money.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Bob Johnson.

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 hay lease agreement with Jack Morton and Barbara Campbell for one out of every four bales of hay cut and produced before October 15, 2017. This agreement will be effective January 1, 2017 through December 31, 2020.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Jack Morton and Barbara Campbell.

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 task order with GAI Consultants, Inc. for video inspection of the outlet/drawdown system of Flood Control Dam 482 on Hanover Township per the request of the Department of Environmental Protection. The contract authorization amount is \$7,500 and will be paid from the Flood Control's budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the GAI Consultants, Inc. contracts.

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 with McCormick Taylor to design and permit three county bridge replacements utilizing Act 13 funds at a total cost of \$266,096.98.

- Buffalo #29, Buffalo Township: \$138,732.77 for full replacement
- Raccoon #11, Robinson Township: \$64,870.96 for superstructure replacement
- Wheeling #8, West Finley Township: \$62,493.25 for superstructure replacement

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

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 authorization to bid for the construction of the Thompson Hill Road Widening project. Costs will be paid with Cross Creek gas lease funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving authorization to bid.

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 Fair Board, of the authorization to bid for the re-siding and roofing of two barns. Costs will be paid with Fair gas lease funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving authorization to bid.

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 renewal of our current lease agreement between Washington County and the Washington County Agricultural Fair, Inc. for a 25-year period pursuant to renewed state funding requirements. The current lease renews on an annual basis and all terms of the lease remain the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the lease agreement between Washington County and the Washington County Agricultural Fair, 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 an agreement with Zions Bank to serve as a paying agent/registrar for the County's 2017 General Obligation Bonds. The contract authorization amount has a one-time escrow fee of \$300 and an annual fee of \$300.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Zions Bank.

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 Adult Probation, of an agreement with the Commonwealth of Pennsylvania through the Pennsylvania Board of Probation and Parole for state supervision fee 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 agreement with the Commonwealth of Pennsylvania through the Pennsylvania Board of Probation and Parole.

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 Adult Probation, of a revised 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 agreement with the Commonwealth of Pennsylvania through the Pennsylvania Board of Probation and Parole.

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 Adult Probation, of a revised project modification for the Restrictive Treatment Program grant with the Pennsylvania Commission on Crime and Delinquency effective July 1, 2016 through June 30, 2018. The funding amount has decreased from \$568,475 to \$536,548 to reflect estimated expenditures for the Washington Drug and Alcohol Commission.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the revised 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 Human Resources, of a grant application with the Pennsylvania Counties Risk Pool (PCoRP) effective July 1, 2017

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through June 30, 2018 for their loss prevention grant program. This grant in the amount of \$20,000 will be utilized to provide loss prevention training and materials to county staff. No matching funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant application with the Pennsylvania Counties Risk Pool.

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 agreement with Darla Keefer, Monaca, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the new provider 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 Behavioral Health and Developmental Services, of the following provider agreement addendums 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>
Early Intervention Specialist, Inc.	\$120,000	\$149,000
Transitional Employment Consultants	121,488	149,000
Washington Communities Human Services, Inc.	784,363	897,466
TOTAL	\$1,025,851	1,195,466

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above listed provider agreement addendums.

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 the renewal of our current agreement with Superior, Lake Mary, Fl. for the upgrade to the new version of Cognos called BI Analytics and for software support and maintenance of our entire financial system including our fund accounting system. This agreement will be effective through June 1, 2017 through May 31, 2018. The contract authorization amount is \$51,280.38 and will be charged to their budget.

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

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 an agreement with Amasti Advanced Machine & System Technologies, Inc. for the purpose of picking up the presort mail at a savings of \$.02 on all regular mail and a flat processing fee of \$.05 per piece including free shipping of all mailing machine supplies and discounts on all postal supplies. Mailing Specialists no longer offers this service.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Amasti Advanced Machine & System Technologies, 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 Purchasing and the Planning Commission, of the purchase of two 2017 Ford trucks for use throughout the parks and Panhandle Trail, at a total cost of \$93,099.00. The proposed purchase would be made via DGS Costars 25, and therefore does not require bidding. The proposed vendor is Woltz and Wind Ford of Heidelberg, Pa. and will be paid with oil and gas funds.

- One 2017 Ford F-350 XL SuperDuty Truck with Utility Bed - \$62,440.00
- One 2017 Ford F-250 XL SuperDuty Truck - \$30,659.00

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of two Ford trucks.

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 and the Planning Commission, of the purchase of one 2017 Ford trucks for use by the Bridge and Liquid Fuels Department, at a total cost of \$60,841.00. The proposed purchase would be made via DGS Costars 25, and therefore does not require bidding. The proposed vendor is Woltz and Wind Ford, of Heidelberg, Pa. and will be paid via liquid fuel funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of one Ford truck for the Planning Commission.

Roll call vote taken:

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

Motion carried unanimously.

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ANNOUNCEMENTS

An executive session was held at 10 a.m. Wednesday, May 17, 2017, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board and Retirement Board meetings will be immediately following the Board of Commissioners meeting. All county offices will be closed on Monday, May 29, 2017, in observance of Memorial Day.

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:

_____ *May 31*, 2017

ATTEST: _____

Cynthia S. Jeffrey
CHIEF CLERK

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