

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1607929LD

Minute No. 1048

November 2, 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 Rick Bruckner, Friendship Community Church, Washington, Pa.; American Legion Post 391 representative Herb Herman; 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; Finance Director Josh Hatfield; Human Resources Assistant Director Andrea Johnston; Controller Mike Namie; Treasurer Francis King; Veterans Affairs Director Susan Meighen and Angie Mattes; Recorder of Deeds/Tax Assessment Director Debbie Bardella; Children and Youth Services Assistant Director Joshua Edenhofer and CYS representatives Jane Zupancic, Julie Yusko, John Lindblom, Joshua Edenhofer, Katie Slaker, Kris McDowell, Shari Coyne, Tiffany Mahland, Harley Maupin, Jolene Wills-Brower, Christina Stefanick, Jennifer Johnson, Holly Innamorato, Ashley Blake, Amber Gauthier, Orissa Bey, Jed Berry, Tina Crissman, Kaleah Rose, Mackenzie Mackenzie Langford and Hillary Burchett; Information Technology Director Debbie Rutan and Information Technology representative Rob Landis; Washington County Authority representative Bill Sember; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Bruce Sakalik and concerned citizen and TRPIL representative Patrick Griffith.

Mr. Maggi called the meeting to order at approximately 10:01 a.m.

Pastor Bruckner led the meeting with a prayer.

Mr. Herman led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1047 dated October 19, 2017.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1047, 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 November 2017, as Adoption Awareness Month in Washington County.

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 E1607929LD

Accepting the proclamation on behalf of the entire Children and Youth Services department is Joshua Edenhofer, Deputy Administrator. He thanked the commissioners for their continued support.

Mr. Maggi read a proclamation declaring November 11, 2017, as Veterans Day in Washington County. Director of Veterans Affairs accepted the proclamation on behalf of all veterans. She thanked the commissioners for their continued support.

(RECESS FOR PHOTOS)PUBLIC COMMENTS

None.

OLD BUSINESSBID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Planning Commission, award the bid contract for Cross Creek electrical improvements to Energy Independent Solutions, Pittsburgh, Pa. The contract authorization amount is \$39,000 and will be paid from Cross Creek gas lease funds and reimbursed by insurance thereafter. 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 bid contract with Energy Independent Solutions.

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 and Register of Wills, award the bid contract for additional scanning and indexing of microfilm to eDocs Technologies, Pittsburgh, Pa. at a total estimated cost of \$45,090. This request is allowable under the terms and conditions of the existing agreement with eDocs Technologies. It is also requested to extend this agreement through to December 31, 2018.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid contract with eDocs Technologies.

Roll call vote taken:

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

Motion carried unanimously.

BID REJECTION

Solicitor DeHaven recommended the Board approve, on behalf of Building and Grounds, the rejection of all bids for heat pumps and authorize rebidding. The only bidder did not meet the requirements.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED F1607929LD

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid rejection for heat pumps.

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 the Conservation District, approve the following Fleehler Contracting, LLC, Cecil, Pa. (general trades) change orders in the amount of \$75,491.36 for additional work for the Conservation Building Project located at 50 Old Hickory Ridge Road. The contract amount will increase to \$1,438,304.36. These change orders are contingent upon Conservation Board approval.

- Change Order #1 for additional bulk excavation - \$26,048.22 is denied.
- Change Order #2 for step down footer due to grade variation - \$1,094.94 (50%) is accepted.
- Change Order #3 to extend the 12 SLCPP at right rear of building - \$1,475.93 is accepted.
- Change Order #4 extend the water and 3" electric conduit to future garage - \$3,381.53 is accepted.
- Change Order #5 to remove additional ceilings - \$4,653.95 is accepted.
- Change Order #6 for additional new ceilings - \$6,620.44 is accepted.
- Change Order #7 for asbestos flooring testing - \$461.08 is accepted.
- Change Order #8 revised for asbestos floor tile abatement - \$16,791.34 is accepted.
- Change Order #9 remove stone copping from roof edge - \$5,779.37 is accepted.
- Change Order #10 hard rock excavation in infiltration trenches – The Committee has proposed to provide for additional funds in the amount of \$14,115.15. (50%)
- Change Order #11 additional masonry and bar joist support - \$2,845.54 is accepted.
- Change Order #12 grout front and rear of masonry wall - \$3,594.77 is accepted.
- Change Order #13 extend perimeter drain around entire building - \$2,924.82 is accepted.
- Change Order #14 repairs to main sanitary line - \$8,285.37 is accepted.
- Change Order #15 remove additional corridor carpet tiles - \$3,467.13 is accepted.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the change orders with Fleehler Contracting, LLC.

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 to enter into a memorandum of understanding (MOU) with the Judiciary of Washington County for the purpose of combining the Court Automation department into the County Information Technology department which the MOU further sets forth the IT services to be provided by collaboration of both parties.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the memorandum of understanding with the Judiciary of Washington County.

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

Chief Clerk presented to the Board for their consideration and approval to enter into a contingent fee agreement with the law firms of Marc J. Bern & Partners, LLC and Robert Peirce & Associates, P.C. for the purpose of representing Washington County in litigation regarding the recovery of all costs incurred by the county associated with the opioid crisis for a contingent fee of 25% of the gross recovery. All costs and disbursements incurred because of the litigation shall be borne by the law firms and only reimbursed if there is a recovery.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Marc J. Bern & Partners, LLC and Robert Peirce & Associates, P.C.

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 appoint the following individuals to the Canvass Board for the 2017 General Election: Leona Alexis, Paulie Chappel, Charlie Watts, David Kresh, Cathi Kresh, Peggy Wilson, Myrna Calabro, Donna Park and Carolyn Dunklin.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above appointments to the Canvass Board for the 2017 General Election.

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 bridge replacement (Phase I fairgrounds entrance) at the Washington County Fairgrounds using Act 13 Greenways 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 Human Resources, of the renewal of the current professional services contract with Robert Grimm, Esquire of law firm Swartz Campbell, LLC, for legal services to the county pertaining to employment related cases, civil rights matters, EEOC, PHRA claims and unemployment compensation cases. This agreement will be effective January 1, 2018 through December 31, 2018, and all rates will remain the same.

(attorney - \$150/hour; associate attorney - \$135/hour; and paralegal - \$85/hour)

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED F1607929LD

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Robert Grimm, 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, 2018 through December 31, 2018, 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, and the law firm of Campbell, Durrant, Beatty, Palombo & Miller, P.C.

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 2017-2018 provider service agreements with the list of previously approved providers.

- Tanjaneia Finney, Aliquippa, Pa.
- Tricia Kosloski, Beaver Falls, Pa.
- Joel L. Rodgers, Aliquippa, Pa.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the new 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 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>
Keystone Community Resources	\$102,700	\$103,694
Mental Health Association	1,795,791	1,936,090
Washington Communities Human Services, Inc.	897,466	909,518
TOTAL	<u>\$2,795,957</u>	<u>\$2,949,302</u>

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MRLIMITED_E1607929LD

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 Behavioral Health and Developmental Services, of provider agreement with Global Wordsmiths to provide interpreter services. This agreement will be effective October 1, 2017 through June 30, 2018. The contract authorization amount is \$1,500 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the provider agreement with Global Wordsmiths.

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 provider agreement with Keystone Adolescent Center to provide foster care services. This agreement will be effective July 1, 2016 through June 30, 2017. The contract authorization amount is \$100,000 and no additional county funds are required.

Moved by Mrs. Vaughan seconded by Mr. Shober, approving the provider agreement with Keystone Adolescent Center.

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 the following provider agreements for the period of July 1, 2017 through June 30, 2018. No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Child Guidance Resource Centers	\$10,000
George Junior Republic in Pennsylvania	575,000
Keystone Adolescent Center	600,000
Life Span Family Services	75,000
SPHS, Connect, Inc.	62,000
TOTAL	<u>\$1,322,000</u>

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

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 and Youth 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>
Cornell Abraxas Group, Inc.	\$650,000	\$790,000
Families United Network	<u>200,000</u>	<u>260,000</u>
TOTAL	<u>\$850,000</u>	<u>1,050,000</u>

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 Human Services, of the following provider agreements to provide homeless assistance services for the period of July 1, 2017 through June 30, 2019. Costs are provided by the U.S. Department of Housing and Urban Development (HUD) through the Emergency Shelter Grant Program. No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Connect, Inc.	
Emergency Shelter Services	\$71,011
Transitional Housing	\$48,847
Domestic Violence Services of Southwestern PA	
Transitional Housing	\$15,000
Emergency Shelter Services	\$41,500
Community Action Southwest	
Emergency Shelter Services	<u>\$94,230</u>
TOTAL	<u>\$270,588</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 Court Administration, to amend our lease agreement with Newmark Grubb Knight Frank (former Millcraft Center) for MDJ Redlinger to correct the rentable square feet of space from 4,555 to 4,777. This agreement

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

addendum will be effective date of agreement through August 31, 2023. All other terms of the agreement remain the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the lease agreement addendum with Newmark Grubb Knight Frank.

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 Information Technology and Court Automation, of an addendum to our current professional services agreements with ImageSoft, Inc., Southfield, Mich. and eDocs, Pittsburgh, Pa. to include the following:

- **ImageSoft, Inc.** - Onbase Production Document Imaging (Isis) Maintenance - \$322.42 Onbase CD Authoring Maintenance - \$161.20
- **eDocs Technology** – Increase of yearly Onbase maintenance to \$32,612.50, an increase that falls in line with the submitted state contract pricing.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the addendum to our current agreement with ImageSoft, 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 the purchase of nine Iphone S7 smart phones through AT&T to be utilized by various staff do to work requiring their ability to be more mobile when away from their desks. The cost of the Iphone S7 is \$199.00 and the monthly service cost is \$50.00, which includes unlimited text and data and 400 anytime minutes.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of nine Iphone S7.

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 1, 2017, following the agenda meeting to discuss personnel. An executive session was held at 11:45 a.m. Wednesday, November 1, 2017, to discuss litigation. The regularly scheduled Salary Board meeting will be immediately following the Board of Commissioners meeting. All county offices will be closed on Friday, November 10, 2017, in observance of Veterans Day.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MR LIMITED E1607929LD

SOLICITOR

None.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:34 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

November 8, 2017

ATTEST: _____
Cynthia S. Guiffre
CHIEF CLERK

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED F1607929LD

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