

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Minute No. 1070

November 1, 2018

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 Rabbi David Novitsky of Beth Israel Synagogue, Washington, Pa.; Marine Corps League Post 1138 representative Tom Shade; 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; Judge Gary Gilman; Controller Mike Namie; Finance Director Josh Hatfield; Human Resources Acting Director Andrea Johnston; Redevelopment Authority representative Rob Phillips; Children and Youth Services Director Kim Rogers and employees Julie Yusko, Carrie Lavecchia, Lori Locke, Amanda Spartz, Laura Livingstone, Rachelle Rischitelli, Penny Sweigart, Haley Conn, Holly Innamorato, Robert Madison, Joseph Zaranec, Nicole Dawson, Kris McDowell, Greg Javens, Janice Yaegle, Michelle DeRosa, Shari Coyne, Jolene Wills Brower, Kate Grant, Jocelyn Blasting, Nikita Lewis and Tyler Kuhn; Tina Stafanick; Pat Berdine; Azure Hixenbaugh; Tenisha Brown; Tiffany Hoye; Mindy Kass; Stephanie Gallagher; Andy Dorsey and Kim Jackson; Chamber of Commerce and Tourism Director Jeff Kotula; Washington Mayor Scott Putnam; Washington Business District Authority representatives William Prince and Patsy Calabro; Observer-Reporter Publishing Co. representative Barbara Miller and photographer Celeste Van Kirk; WJPA representative Bruce Sakalik and concerned citizens James Gordon and James Piper.

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

Rabbi Novitsky led the meeting with a prayer.

Judge Gilman thanked everyone for their continued prayers regarding the shootings in Squirrel Hill.

Mr. Shade led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1069 dated October 18, 2018.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1069, 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 as Adoption 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.

CYS director Kim Rogers accepted the proclamation. She thanked the Commissioners for their ongoing support.

Mr. Maggi introduced Rob Phillips of the Washington County Redevelopment Authority to present three checks. The first check for \$30,000 presented to Washington Business District Authority (WBDA) to be used for façade improvement for buildings in town. Main Street manager Will Prince accepted the check. Mr. Prince thanked the Commissioners, the LSA board and the Redevelopment authority for their continued support.

#### RECESS FOR PHOTOS

Rob Phillips stated that two checks are also being presented to City of Washington's Mayor Scott Putnam. One \$200,000 check for the City of Washington Demolition Project and one \$200,000 check for Washington Citywide Development Corporation (CDC). Mayor Scott Putnam accepted both checks to help fund its demolition project and the second check to help seven low to moderate income homeowners with

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low interest loans, specifically in the West End of Washington, to bring their property up to code. Mayor Putnam thanked the Commissioners, Redevelopment Authority and the Local Share Account board.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None.

OLD BUSINESS

BID AWARDS

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the bid contract for the re-bid products Joint Municipal Purchasing Program for Washington County to the following vendors based on their per unit cost submitted in their original bid proposals:

A-Z Janitorial Services, LLC, Washington, Pa. Fairmont Supply Company, Washington, Pa.

These contracts will be effective November 1, 2018 through September 30, 2019, at a total yearly cost of approximately \$10,000. 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 contracts with the vendors listed above.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT EXTENSIONS

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the extension of the current contract with Smith's Auto Supply, Washington, Pa. for auto parts based on the percent discount submitted in their proposal. This extension will be effective January 1, 2019 through December 31, 2020.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with Smith's Auto Supply.

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 the furnishing and delivering of produce with Albano's Produce, Washington, Pa. based on the per unit cost submitted in their bid proposal. This extension will be effective January 1, 2019 through December 31, 2020.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with Albano's Produce.

Roll call vote taken:

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

Motion carried unanimously.

CHANGE ORDERS

Solicitor DeHaven recommended the Board, on behalf of the Redevelopment Authority, approve the following change orders with DiMarco Construction Company for the airport. The contract amount will increase their current contract to \$2,737,452.15.

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- Change Order #5 in the amount of \$5,004.71 – change masonry walls to GWB in PS toilet rooms.
- Change Order #6 in the amount of \$5,471.05 – add plywood lid to shop 107.
- Change Order #7 in the amount of \$165.24 – revise frame for door 106/1.
- Change Order #8 in the amount of \$8,756.71 – add Nucor HVAC roof curbs.
- Change Order #9 in the amount of \$41,368.56 – for site work changes.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the change orders with DiMarco Construction Company.

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 an agreement of sale to purchase the office building located at 26 South Main Street, Washington, Pennsylvania, from George G. Sprowls, Trustee of the George G. Sprowls Revocable Trust, for the sum of \$370,000.00. The terms of the sale shall provide for a settlement date of November 9, 2018.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the building purchase from George G. Sprowls.

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 division orders with Range Resources for the Malinky D Unit in Smith Township as follows: owner number 113828 at decimal interest 0.00036518 and owner number 179512 at decimal interest 0.00484910.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the division orders with Range Resources.

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 Attorney Michael Palombo of the law firm Campbell, Durrant, Beatty, Palombo & Miller, P.C. This contract will provide legal services to the county pertaining to labor relations and employment law. The agreement will be effective January 1, 2019 through December 31, 2019 and rates will remain the same as follows:

Attorney - \$190/hour

Senior Associate Attorney - \$165/hour

Associate Attorney - \$155/hour

Paralegal & Law Clerk - \$115/hour

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract with Michael Palombo, 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 drug and alcohol testing agreement with the Washington Health System dba Washington Physicians Group. This agreement provides pre-employment and drug and alcohol testing services for all county employees in job categories subject to PADOT regulations. This agreement will be effective January 1, 2019 through December 31, 2019. T-spot testing rate – increase from 62.00 to \$70.00.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Washington Health System dba Washington Physicians Group.

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 drug and alcohol testing agreement with the Washington Hospital Occupational Medicine Center for general drug and alcohol testing services for all county employees in job categories subject to PADOT regulations. This agreement will be effective January 1, 2019 through December 31, 2019 and rates will remain the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Washington Hospital Occupational Medicine 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 Human Resources, of the contract as negotiated between the County of Washington and American Federation of State, County and Municipal Employees, District Council 84 (AFSCME) effective January 1, 2019 through December 31, 2021. The three-year contract calls for a 2.5% annual raise in 2019, 2.75% annual raise in 2020, and 3% annual raise in 2021. Employees will contribute 12.5% to monthly health insurance premiums.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract between the County of Washington and American Federation of State, County and Municipal Employees, District Council 84.

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 the following providers. These agreements will be effective July 1, 2018 through June 30, 2019. No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
City Mission – Living Stones, Inc.	\$350,000
Cornell Abraxas	\$790,000
Keystone Adolescent Center	\$100,000
<b>TOTAL</b>	<b><u>\$1,240,000</u></b>

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

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 provider agreement with The Academy for Adolescent Health, Inc. for the Now is the Time healthy transitions program for the period of July 1, 2018 through June 30, 2019. The contract authorization amount is \$62,200 and no additional county funds are required.

Moved by Mrs. Vaughan seconded by Mr. Shober, approving the provider agreement with The Academy for Adolescent Health, Inc.

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 Behavioral Health and Developmental Services, of the following provider agreement addendums for the period July 1, 2017 through June 30, 2018. No additional county funds are required.

<u>PROVIDER</u>	<u>FROM</u>	<u>TO</u>
accessAbilities, Inc.	\$20,000	\$62,920
Achieva Support	140,000	202,060
Pathways of Southwestern PA, Inc.	675,000	731,260
<b>TOTAL</b>	<b>\$835,000</b>	<b>\$996,240</b>

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 Aging Services, of a provider agreement with the Southwestern Pennsylvania Area Agency on Aging for the Community Health Choices Wavier Home Delivered Meals raw food. This agreement will be effective July 1, 2018 through June 30, 2019. The contract authorization amount is \$3.36 per meal and no additional county funds are required.

Moved by Mrs. Vaughan seconded by Mr. Shober, approving the provider agreement with the Southwestern Pennsylvania Area Agency on Aging.

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 Court Technology, of a software license agreement with SAP Public Services, Vancouver, BC, Canada. This agreement will be effective through June 30, 2019. The annual cost for 25 licenses will be \$22,500.00 per year and a maintenance fee of \$5,156.14 and will be paid from records improvement fund.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with SAP Public Services.

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 Information Technology, of payment to eDocs Technologies for the 2019 OnBase maintenance renewal for the period of January 1, 2019 through December 31, 2019. The total cost is \$32,612.50 and will be paid from next year's budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving payment to eDocs Technologies.

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 Court Administration, to enter into a month-to-month lease agreement with MTC Development Partners, McMurray, Pa. for office space for MDJ 27-3-01 (Pettit) effective November 1, 2018.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the lease agreement for office space for MDJ Pettit.

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 Planning Commission, of a purchase of one Bobcat Compact Track Loader to be utilized by the Bridge Department at bridge sites throughout the county through Bobcat of Pittsburgh, Meadowlands, Pa. The total cost is \$62,949.91 and will be paid from the Bridge Department operating budget. This purchase is being made from the PA State contract and does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of one Bobcat Compact Track Loader.

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 Information Technology, of the software purchase of Sophos Central Intercept X Endpoint Advanced (COSTARS) to replace Symantec anti-virus with Sopus, with Intercept X Endpoint Advanced through Link Computer Corporation. The total cost is \$24,285 which includes the licenses for a 48-month term. This purchase is being made from the PA State contract and does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of software through Link Computer Corporation.

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, October 31, 2018, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board meeting will be immediately following today's meeting. All county offices will be closed on Monday, November 12, 2018, in observance of Veterans Day.

#### SOLICITOR

None.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:36 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

*November 14*, 2018

ATTEST:

*Cynthia B. Gaffner*

CHIEF CLERK