

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1607929LD

Minute No. 1075

January 16, 2019

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 are the Rev. Mary Kay Glunt, First United Presbyterian Church of Houston, Houston, Pa.; American Legion Post 639 representative Pat Meighen; 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; Human Resources Acting Director Andrea Johnston; Controller Mike Namie; Finance Director Josh Hatfield; Treasurer Francis King and Observer-Reporter Publishing Co. representative Barbara Miller.

Mr. Maggi called the meeting to order at approximately 2 p.m.

The Rev. Glunt led the meeting with a prayer.

Mr. Meighen led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1074 dated January 3, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1074, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

None

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval of the appointment of Bob Laick to the Washington County Transportation Authority.

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, on behalf of the Planning Commission, of the advertising for bids for the replacement of the Buffalo #29 bridge in Blaine Township and Wheeling #8 bridge in West Finley Township. Costs will be paid with restricted Act 13 funds.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the advertising for bids for replacement of the Buffalo #29 and Wheeling #8 bridges.

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 certification of county funds for program year 2019 in the amount of \$31,012.02 from 2018 Clean and Green rollback tax penalties for the purchase of agricultural conservation easements through the Farmland Preservation Program.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the certification of the 2018 Clean and Green rollback tax penalties collected be appropriated to the 2019 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 Finance and Public Safety, of a grant agreement with the Pennsylvania Emergency Management Agency (PEMA) for the United States Department of Transportation's hazardous materials emergency preparedness program. The grant agreement is in the amount of \$13,578 and will be effective October 1, 2017 through September 30, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant agreement with the Pennsylvania Emergency Management Agency.

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 Redevelopment Authority of the County of Washington as agent for the Washington County Airport, respectfully requests the Board of Commissioners approve closing costs associated with the previously approved property purchase from John J. Svetz. The closing costs are in the amount of \$1,479.52 and will be funded by Bureau of Aviation (BOA) and local match monies.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving closing costs associated with the property purchase from John J. Svetz.

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 Redevelopment Authority of the County of Washington as Agent for the Washington County Airport, respectfully requests the Board of Commissioners to approve a replacement housing payment associated with the previously approved property purchase from John J. Svetz. The replacement housing payment is in the amount of \$178,639.72, has been approved by the Bureau of Aviation (BOA), and will be funded by the Bureau of Aviation) and local match monies.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving a replacement housing payment associated with the property purchase from John J. Svetz.

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, a letter of notice to the Pennsylvania Office of Administration, Health and Human Services, to terminate the hiring of personnel through the Pennsylvania State Civil Service agreements with the Washington County Children and Youth Services, the Washington County Behavioral Health and Developmental Services, and the adoption of an Alternate Dispute Resolution policy pursuant to said termination.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above letter of notice.

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>
Adelphoi Village	\$140,000
Merakey	\$150,000
Perseus House	\$200,000
<b>TOTAL</b>	<b><u>\$490,000</u></b>

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 the Purchasing Department and Voter Registration, of the advertising for bids and/or utilization of State Contract/Co-Stars for the procurement of new voting systems/machines. This purchase is mandated by the Department of State, requiring new voting equipment no later than December 31, 2019. The estimated cost is \$3.6 million and will be funded from both HAVA grant money (\$235,526.43) and another to be determined funding source.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the advertising for bids for the new voting systems/machines.

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, of an addendum to the existing professional services agreement with PSI Industries, Inc. to include the 2019 general fee schedule for all county facilities on an as needed basis for the purpose of providing air quality control testing, including abatement projects. All other terms and conditions of the current agreement remain the same.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with PSI Industries, 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 Purchasing Department and Recorder of Deeds, of a software support and license agreement with Optical Storage Solutions, Inc., Lebanon, Pa. for the Washington County Recorder of Deeds LANDEX System. This agreement is effective March 1, 2019 through February 28, 2020. The total cost for 26 licenses is \$17,882. Software support will be billed based upon the \$106.25 hourly rate and all costs will be paid from their operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Optical Storage Solutions, 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 Purchasing Department and Building and Grounds, to enter into a water-treatment program agreement with Chem-Aqua, Inc., Irving, Texas, with local offices, for the Courthouse/Courthouse Square buildings. This agreement will

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be effective March 1, 2019 through February 28, 2020. The annual cost is \$6,400.00 and will be paid from their operating budget.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Chem-Aqua, 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 Purchasing Department and Court Administration, of an agreement with Tina Bockstoce, for the purpose of providing cleaning services at MDJ Traci McDonald's location. This agreement will be effective January 17, 2019 through January 16, 2020, with automatic renewals at the listed rates of their agreement. The contract authorization amount is \$500/month (\$125/weekly) and will be paid from their operating budget. This is an existing agreement that transferred ownership from D&D Detailing to Mrs. Bockstoce as well as include an additional 500 sq. ft. of leased space.

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

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. on Wednesday, January 16, 2019, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board and Sinking Fund meetings will be immediately following today's meeting. All county offices will be closed on Monday, January 21, 2019, in observance of Martin Luther King Day.

#### SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 2:14 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

January 28, 2019

ATTEST:

Cynthia S. Suffer  
CHIEF CLERK