

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED F1808491KV

Minute No. 1077

February 21, 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 American Legion Post 639 representative Tony Luskoski; Solicitor J. Lynn DeHaven; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Joy Orndoff, Marie Trossman and Randi Marodi; Secretary Paula Jansante; Planning Department representative Gracie Abel; Controller Mike Namie; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Children and Youth Services Director Kim Rogers and representative Carrie Lavecchia; Tax Revenue and Recorder of Deeds Director Debbie Bardella; Marquette Associates representative Lee Martin; MATHCOUNTS Coordinator Virginia Schultz; Peters Township MATHCOUNTS coach Chris Kedzuf and MATHCOUNTS winners Nathan McWilliams, Jack Yu, Damien Busche, Caleb Mowery and Michael Potts; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Bruce Sakalik, and concerned citizens Ed Callahan, Mona Callahan, Lori McWilliams, Yue Qing Zhang, Sharon Mowery, Rachel Potts and Deb Busche.

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

Commissioner Irey Vaughan led the meeting with a prayer.

Mr. Luskoski led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1076 dated February 7, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1076, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Maggi introduced the MathCounts competition coordinator Virginia “Ginny” Shultz. Ms. Shultz passed out certificates to the top placing young adults in this competition. These young adults have excelled in building critical thinking and problem solving skills while making math fun and exciting for students. Ms. Shultz thanked the commissioners for their continued support while recognizing the bright young adults.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

BID AWARDS

Solicitor DeHaven recommended the Board, on behalf of the Planning Commission and Purchasing Department, award the bid contract to Judson Wiley, Washington, Pa. for the provision of concrete and concrete products based on the per cubic yard costs submitted in their bid proposal. This contract will be

effective February 21, 2019 through December 31, 2019. This bid has been awarded to the lowest most responsive and responsible bidder meeting specifications.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract with Judson Wiley.

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 Purchasing Department and the Redevelopment Authority of the County of Washington, approve a change order with McRandal Plumbing for a change with the water closet units at a credit amount of \$500. The supplier shipped the incorrect water closets and credited \$100 per unit.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the change order with McRandal Plumbing.

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 adopt a resolution declaring a grant by the Washington County Hospital Authority to the Presbyterian SeniorCare Network's Woodside Place of Washington Capital Campaign. The grant is in the amount of \$50,000 and will assist in the establishment of an Alzheimer and dementia care facility. The project is needed and is desirable for the health and safety of the people in the area served by said project.

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 Information Technology, of the cost of training and all travel related fees, within the rules of the county's travel policy, for an employee to attend the CentralSquare 2019 Customer Event conference on March 17-20, 2019, in San Antonio, Texas. The cost will be approximately \$1,500, and will be charged to their budget.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving travel to San Antonio, Texas.

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, of the appointment of Tracy Walnoha to the Children and Youth Advisory Board; Apryl Shiffler to the Behavioral Health and Developmental Services Advisory Board; Leah Kudasoski to the Hospital Authority Board; and reappointment of Regina Davin to the Behavioral Health and Developmental Services Advisory Board..

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the board appointments and reappointment.

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 following bridge encumbrances submitted to Pennsylvania Department of Transportation (PADOT) for preliminary design: Chartiers #30 - \$15,000; Chartiers #53 - \$15,000; and Chartiers #58 - \$15,000.

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

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 right of way agreement with Columbia Gas of Pennsylvania and associated payment of \$13,000 for a 40 ft. permanent easement under the Panhandle Trail in Midway Borough. The pipeline will be installed through directional bore with no surface impacts to the trail.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the right of way 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 the Planning Commission, of the following agreements with fire companies for fire protection and facility safety inspection in the amount of \$1,000 each for the years 2019 and 2020.

- Valley Inn Fire Company, Monongahela
- Avella Fire Company, Avella
- Mount Pleasant Fire Company, Hickory
- East Bethlehem Fire Company, Fredericktown
- Finleyville Fire Company, Finleyville

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above listed 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 the Planning Commission, of a hay lease agreement with Curtis Hamilton for 50 acres of hay (tracts 10, 11, 12, and 13) in Cross Creek Park. This agreement will be effective February 1, 2019 through January 31, 2020. The county will receive \$20 per acre (\$1,000).

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

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 Radiation Emergency Response Fund (RERF) grant program, and authorize the Finance Director to electronically sign all grant documents related to PEMA administered grants which require an electronic signature. The agreement is in the amount of \$10,329.00 and will be for the period of July 1, 2018 through June 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, of required updates to the municipal securities post-issuance disclosure policy in accordance with Securities and Exchange Commission (SEC) Rule 15c2-12 and the county's continuing disclosure undertakings.

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

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 contract as negotiated between the County of Washington and National Correctional Employees Union (NCEU) Local 132. The contract is effective from January 1, 2018 through

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December 31, 2020, as follows: 2.5% raise in 2018; 2.75% raise in 2019; 3% raise in 2020; 10% contribution to monthly health insurance effective January 1, 2018; 11.5% contribution to monthly health insurance effective January 1, 2019; and 12.5% contribution to monthly health insurance effective January 1, 2020.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract between the County of Washington and the National Correctional Employees Union.

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 People R' Us for placement services for the period of July 1, 2018 through June 30, 2019. The contract authorization amount is \$110,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the provider agreement with People R' Us.

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 July 1, 2017 through June 30, 2018. No additional county funds are required.

<u>PROVIDER</u>	<u>FROM</u>	<u>TO</u>
AMI, Inc. of Washington-Greene Co.	\$451,940	\$512,147
ARC Human Services, Inc.	1,072,820	1,244,941
Mental Health Association	1,845,000	1,886,917
TOTAL	\$3,369,760	\$3,644,005

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 meeting and training expenses for the period of January 1, 2019 through December 31, 2019. The total expenses will increase by \$2,500 to \$57,378 and no additional county funds are required.

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<u>EXPENSE</u>	<u>AMOUNT</u>
Meeting food	\$5,722
Training and outreach	27,865
SAMHSA grant training	16,810
Early Intervention training	6,981
TOTAL	<u>\$57,378</u>

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the meeting and training expenses.

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 an increase of \$1,500, for our 2018 not to exceed amount in our Agreement with Brian Norris Consulting Services. This would bring the total not to exceed amount to \$26,500.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment to Brian Norris Consulting 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 the correctional facility, to enter into an agreement with CSI Investigation Risk Management to assist in on-going educational internal investigations at the jail. Services shall be performed on an hourly and as needed basis of \$95.00 plus mileage. Costs will not exceed a \$15,000/year limit and will be paid from their operating budget. This agreement will be effective February 21, 2019 and shall continue year-to-year unless terminated by either party upon 90 days prior written notice. This agreement for the correctional facility was approved in the Prison Board meeting PB 2-20-19 dated February 20, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with CSI Investigation Risk Management.

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 Redevelopment Authority of Washington County, of a lease agreement extension between Washington County and the Redevelopment Authority for office space in Courthouse Square. This agreement will be effective March 1, 2019 through February 28, 2021, at the rate of \$14.50/sq. ft. plus 19

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parking spaces at \$22.00/month. The total monthly rent is \$10,064.75. This contract extension is under the same terms and conditions as the original contract.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the lease agreement extension with the Redevelopment Authority of Washington County.

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 Public Safety, of payment to Environmental Systems Research Institute (ESRI), Redlands, Calif. for software maintenance and updates of the GIS software system utilized by Public Safety, Tax Assessment and Planning. The contract authorization amount is \$29,400 and will be split and paid from their budget. Costs will be covered by state funding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment to Environmental Systems Research Institute.

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 upgrade of the Record (FTR) software licensing for the Courthouse and Family Court Center from SBM Electronics, Inc., Pittsburgh, PA in the amount of \$53,165.00. This upgrade will enable them to interface with the Windows 10 operating system. The FTR system is utilized in all courtrooms in the Courthouse and FCC. The system was purchased in 2012 and has not been upgraded since. The next anticipated upgrade will not be necessary for at least six years. The proposed purchase is in accordance with the pricing on the PA State Contract and therefore does not require bidding.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the payment to SBM Electronics, Inc.

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, February 20, 2019, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board has been cancelled. The Retirement Board meeting will be immediately following the Board of Commissioners meeting.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval of tax refunds in the amount of \$4,637.90.

MILLER DAVID R
1536 FOURTH STREET
MONONGAHELA, PA 15063
Tax Year: 2018
District CARROLL
Parcel 130-006-04-01-0017-01
Amount \$95.99

DALVERNY MICHAEL J &
MARILYN L
106 BAY COURT
WASHINGTON, PA 15301
Tax Year: 2018
District CHARTIERS
Parcel 170-017-09-00-0022-00
Amount \$23.34

TRILLI PAUL C & SONJA A
533 WOODWARD AVENUE
CHARLEROI, PA 15022
Tax Year: 2018
District FALLOWFIELD
Parcel 320-008-03-03-0001-00
Amount \$31.43

JONES FRANK R & ANNETTE L
122 WILLOW ROAD
CLAYSVILLE, PA 15323
Tax Year: 2018
District EAST FINLEY
Parcel 270-017-00-00-0001-00
Amount \$18.33

LOPEZ JUAN M & GRETCHEN
CLEGG
507 SECOND STREET
MONONGAHELA, PA 15063
Tax Year: 2018
District MONONGAHELA 2ND W
Parcel 430-012-00-02-0003-00
Amount \$19.22

LANDIS JILL & CHRISTOPHER
CARTER
300 AZALEA COURT
CANONSBURG, PA 15317
Tax Year: 2018
District NORTH STRABANE
Parcel 520-001-29-00-0006-03
Amount \$27.63

POLLACK SONYA L
415 ROSS ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2018
District NORTH STRABANE
Parcel 520-004-00-00-0011-06
Amount \$11.79

BROOKS FAMILY TR WILLIS &
BETTY LOU BROOKS
302 AZALEA COURT
CANONSBURG, PA 15317
Tax Year: 2018
District NORTH STRABANE
Parcel 520-001-29-00-0006-02
Amount \$32.99

PATEL REAL EST HOLDINGS
LLC
1060 JEFFERSON AVENUE
WASHINGTON, PA 15301
Tax Year: 2018
District WASHINGTON 2ND W
Parcel 720-004-00-00-0037-00
Amount \$179.49

KATSEVICH BENJAMIN & IRYNA
3656 BUFFALO CREEK ROAD
AVELLA, PA 15312
Tax Year: 2019
District BLAINE
Parcel 050-004-00-00-0004-13
Amount \$110.26

WASHINGTON COUNTY
100 W. BEAU ST, SUITE 702
WASHINGTON, PA 15301
Tax Year: 2019
District BUFFALO
Parcel 060-014-00-00-0038-04
Amount \$478.66

SEMPLE PRESTON R
1881 ARLINGTON AVENUE
WASHINGTON, PA 15301
Tax Year: 2019
District CANTON
Parcel 120-009-03-02-0012-00
Amount \$13.1

JOHNSON KEVINE & SHIRLEY A
118 CUMER ROAD
MCDONALD, PA 15057
Tax Year: 2019
District CECIL
Parcel 140-006-00-00-0074-11
Amount \$60.02

DAN RYAN BUILDER MID
ATLANTIC
1370 WASHINGTON PIKE, STE 204
BRIDGEVILLE, PA 15017
Tax Year: 2019
District CHARTIERS
Parcel 170-018-05-00-0009-00
Amount \$134.31

VICTORIA LAWRENCE JR
185 SE WAVECREST WAY
BOCA RATON, FL 33432
Tax Year: 2019
District COAL CENTER
Parcel 190-001-00-00-0044-00
Amount \$160.27

BRIGHT GEORGE T JR
41 BIRCH STREET
ELLSWORTH, PA 15331
Tax Year: 2019
District ELLSWORTH
Parcel 310-003-00-02-0004-00
Amount \$2.62

BEBO JOHN JR
1908 AVELLA ROAD
AVELLA, PA 15312
Tax Year: 2019
District INDEPENDENCE
Parcel 370-005-02-01-0002-00
Amount \$10.24

KEITH MATTHEW L &
KIMBERLY A
1040 RED TAIL HOLLOW
WASHINGTON, PA 15301
Tax Year: 2019
District NORTH FRANKLIN
Parcel 510-001-00-00-0021-00
Amount \$35.95

BOVE FRANK
181 SUGAR RUN ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2019
District NOTTINGHAM
Parcel 530-010-00-00-0019-00
Amount \$6.19

HARBISON VIVIAN
181 BEAGLE CLUB ROAD
FINLEYVILLE, PA 15332
Tax Year: 2019
District NOTTINGHAM
Parcel 530-006-00-00-0023-00
Amount \$105.49

WEEKLY ELAINE A & DICKIE
JOE
19 PEEBLE CREEK LANE
FINLEYVILLE, PA 15332
Tax Year: 2019
District UNION
Parcel 640-012-09-99-0032-01
Amount \$4.29

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WOOD WILBUR R
931 LONE PINE ROAD
AMITY, PA 15311
Tax Year: 2019
District WEST BETHLEHEM
Parcel 660-021-00-00-0025-00
Amount \$9.29

JOOS LAURA M & WILLIAM M
515 CORTLAND DRIVE
FINLEYVILLE, PA 15332
Tax Year: 2018
District PETERS TOWNSHIP
Parcel 540-001-11-00-0013-00
Amount \$24.4

PSECU REAL ESTATE
SERVICING
P.O. BOX 67013
HARRISBURG, PA 17106
Tax Year: 2018
District ROSCOE
Parcel 560-005-00-03-0012-00
Amount \$35.84

SOUTHPOINTE MILLER LIMITED
PARTNERS
370 SOUTHPOINTE BLVD.
CANONSBURG, PA 15317
Tax Year: 2018
District CECIL
Parcel 140-010-00-00-0008-48
Amount \$3,006.76

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above 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 10:27 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

March 5, 2019

ATTEST:

Cynthia B. Geffner
CHIEF CLERK