

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MR LIMITED E1808491KV

Minute No. 1079

March 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 Pastor Mark Schollaert, First Baptist Church of Monongahela, Monongahela, Pa.; Marine Corps League Post 1138 representative Sandy Young; Solicitor J. Lynn DeHaven; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Joy Orndoff, Marie Trossman and Randi Marodi; Planning Department representative Gracie Abel; Deputy Controller Cathy Sams; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Redevelopment Authority of the County of Washington representative Bob Griffin; Federation of Business and Professional Women's Clubs representatives Aleta Richmond, Ginny Shultz, Beverly Dellapina, Kathleen Smith, Jill Shook and Terri Startare; U.S. Census Bureau representative Sheila Beasley; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Bruce Sakalik, and concerned citizens Tom Lonich, Rose Thomas, Patrick Griffith, Jim Piper and Frank Byrd.

Mr. Maggi called the meeting to order at approximately 10:04 a.m.

Pastor Schollaert led the meeting with a prayer.

Ms. Young led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1078 dated March 7, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1078, 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 to declare April 2, 2019, as Equal Pay Day in Washington County.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the Equal Pay Day proclamation.

Roll call vote taken:

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

Motion carried unanimously.

Members of the Federation of Business & Professional Women's Club were in attendance to accept the proclamation and thanking the commissioners for calling attention to this very important day.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Concerned citizen Frank Byrd spoke regarding the fact that he is upset over the cost of Tylenol in the jail; no jail deposits were made for three months according to the audit; and he said according to the Observer Reporter, some work release inmates did not return to the jail.

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U.S. Census Bureau representative Sheila Beasley spoke regarding the upcoming 2020 census. Ms. Beasley thanked the Commissioners, Jeff Leithauser, Jason Theakston and Cindy Griffin for allowing her this opportunity to speak this morning. Ms. Beasley explained they are mandated by the U.S. Constitution to conduct a census every 10 years for a total population count. The goal is to count everyone only once. She announced that April 1, 2019, is countdown to census day.

OLD BUSINESSBID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department and the Planning Commission, award the bid contract for the provision and installation of concrete shelter pads and walkways at Mingo Creek Park and Ten Mile Park to Metzinger, Inc., Pittsburgh, Pa., based on their unit costs submitted in their bid proposal. Costs will be paid with oil and gas funds. 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 Metzinger, 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 to adopt a resolution approving the purchase of an avigation easement on property located on Mounts Road, South Franklin Township, Washington County, at the purchase price of \$20,000, and authorize William R. McGowen, Executive Director of the Redevelopment Authority, to execute all closing documents on behalf of the county.

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 of the appointments of the following individuals to the Canvass Board for the 2019 Special Election: Leona Alexis, Paulie Chappel, Charlie Watts, David Kresh, Cathi Kresh, Peggy Wilson, Myrna Calabro, Donna Park, and Carolyn Rendziak.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the Canvass Board appointments.

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 Jenna Bigley to the Washington County Library System Board, as per the recommendation of the Washington County Library System Board.

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, to adopt a resolution ensuring that Washington County will participate with the Commonwealth of Pennsylvania and the U.S. Census Bureau to ensure a complete count in the 2020 decennial census.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the resolution for the 2020 census.

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 1,684 foot aerial easement with Comcast Cable Communications Management, LLC across the fair property utilizing existing poles to provide service to the Washington Sportsman Association and fair exhibit halls/office.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the aerial easement with Comcast Cable Communications Management, LLC.

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 a renewal agreement with Maher Duessel to provide auditing services for the annual independent auditor's report of the countywide financial statements. This agreement will be effective calendar years 2019 through 2023 at the following rates: \$118,000 for 2019, \$120,500 for 2020, \$123,000 for 2021, \$125,000 for 2022 and \$127,000 for 2023.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the renewal agreement with Maher Duessel.

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 Finance, of a renewal agreement with Maher Duessel to provide auditing services for the annual independent auditor's report of the retirement fund. This agreement will be effective for calendar years 2019 through 2023, at a cost of \$2,000 annually.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the renewal agreement with Maher Duessel.

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 personal service agreement with Mike Fagella to be an instructor for the Washington County Alcohol Highway Safety School. This agreement will be effective February 2, 2019, until terminated by either party at a cost of \$500 per 12-½ hour class cycle.

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

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 Information Technology, of payment to eDocs Technologies for an invoice in the amount of \$62,620 for services performed in connection with required changes to court records made by the Administrative Office of Pennsylvania Courts (AOPC). Services were performed under the current hardware, software and support services agreement and will be paid from Act 13 funds.

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 Children and Youth Services, of out of state travel for Robyn Kennedy and Tennille Newsome-Boyles to attend a conference in Virginia from April 9-10, 2019. The conference and all related travel expenses will be approximately \$2,510 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving travel to Virginia.

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 an administrative services agreement addendum with Southwest Behavioral Health Management for the provision of administrative oversight and behavioral health services. This agreement will be effective January 1, 2018 through December 31, 2018. The contract authorization amount will be increased by \$28,000 to \$1,175,217.57 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the administrative services agreement addendum with Southwest Behavioral Health 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 Behavioral Health and Developmental Services, of a grant agreement with the Pennsylvania Department of Human Services for a parent child postpartum depression program for the period of July 1, 2018 through June 30, 2020. The grant amount is \$250,000 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the grant agreement with the Pennsylvania Department of Human 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 a service renewal agreement with Kronos for maintenance renewal to cover software updates and support services. This agreement will be effective June 30, 2019 through June 29, 2020. The total cost is \$38,424.62 and will be charged to the IT budget.

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

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 five-year lease agreement with MTC Development Partners, McMurray, Pa., for office space for MDJ 27-3-1 (Pettit). This agreement will be effective April 1, 2019 through March 31, 2024, with the option to renew for two additional five-year periods at the following rates:

- 4/1/2019 to 3/31/2024: \$3,854.17 (1,850 sq. ft.)
- 4/1/2024 to 3/31/2029: \$4,162.50 (1,850 sq. ft.)
- 4/1/2029 to 3/31/2034: \$4,470.83 (1,850 sq. ft.)

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the above 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 the Purchasing Department and Court Administration, to enter into an agreement with KDL Reporting Services, Washington, Pa., for court reporting services for court related requests. The rates are \$200/day or \$100 ½ day, with an annual not to exceed amount of \$30,000. This agreement shall be continuous until terminated by either party upon 30 days written notice.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with KDL Reporting 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 Court Administration, to enter into an agreement with Nickel Reporting Services, Pittsburgh, Pa., for court reporting services for court related requests. The rates are \$200/day or \$100/½ day, with an annual not to exceed amount of \$30,000. This agreement shall be continuous until terminated by either party upon 30 days written notice.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreement with Nickel Reporting Services.

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, March 20, 2019, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board meeting will be immediately following the Board of Commissioners meeting.

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:

 ATTEST: Cynthia B. Buff April 3, 2019
 CHIEF CLERK