

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1808491KV

Minute No. 1085

June 20, 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, Jr. Also being present Pastor Dawn Sherwood, Emmanuel United Presbyterian Church, Washington, 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; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Deputy Controller Cathy Sams; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Bruce Sakalik; and concerned citizens Patrick Griffith, Jim Piper, Tom Lonich and C. Scott.

Mr. Maggi called the meeting to order at approximately 10:02 a.m.

Pastor Sherwood led the meeting with a prayer.

Ms. Young led the Pledge of Allegiance.

Mr. Maggi entertained a motion approving Minute No. 1084 dated June 6, 2019.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving Minute No. 1084, 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

BID AWARD

Solicitor DeHaven recommended the Board, on behalf of the Purchasing Department, approve the bid award for lumber and building material to 84 Lumber, Eighty Four, Pa. This contract will be effective June 20, 2019 through June 30, 2020, with the option to extend for three one-year periods. Building Material items have been advertised for bid twice and no bids were received. Therefore, in accordance with 73 P.S. Section 1641, the County may make a direct purchase for these items.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the agreement with 84 Lumber.

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 bid award for a bicycle playground to be constructed in the Cross Creek County Park, to American Ramp

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Company, Inc., Joplin, MO. at a total cost is \$103,248.03. This bid is being awarded to the lowest most responsive and responsible bidder meeting specifications. Washington County reserves the right to purchase additional bicycle playground equipment through July 31, 2020, based on the prices listed in the bid response. The total cost will be paid with Cross Creek gas lease funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the agreement with American Ramp Company, Inc.

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 and Correctional Facility, of an extension to our yearly contract with Prime Care Medical, Harrisburg, Pa. for the purpose of providing mental health services at the correctional facility. This contract will be effective through June 30, 2020, with the option to renew for one year unless terminated pursuant to the terms of this contract. The current term allows for a 3% increase for a total of \$21,218 per month and will be paid via Human Services operating budget. This was approved in the Prison Board meeting held Wednesday, June 19, 2019, Minute No. PB 6-19-19.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the contract extension with Prime Care Medical.

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, of a right-of-way easement to West Penn Power Company for the installation of a guideline to an existing pole on county property in West Middletown borough (Parcel No. 690-012-00-00-0015-00).

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the right-of-way easement to West Penn Power Company.

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 Juvenile Probation, of a memorandum of understanding (MOU) for the Jobs Program to transfer the yearly allotment from the needs based budget. This agreement will be effective July 1, 2019 through June 30, 2020. The contract authorization amount shall not exceed \$283,672.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the memorandum of understanding for the Jobs 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 Juvenile Probation, of a memorandum of understanding (MOU) for the Leaders Program to transfer the yearly allotment from the needs based budget. This agreement will be effective July 1, 2019 through June 30, 2020. The contract authorization amount shall not exceed \$794,976.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the memorandum of understanding for the Leaders 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 Juvenile Probation, of a purchase of service agreement for FY 2019-2020 between Washington County and the Washington County Intermediate Unit 1 to provide educational support services to the participants of the Leader program.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the contract with Washington County Intermediate Unit 1.

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 Redevelopment Authority of Washington County, of an acquisition to purchase property on Mounts Road, in Buffalo Township, in the amount of \$450,000 from Joel and Stephanie M. Pettit and authorize William McGowen, the Redevelopment Authority Director, to execute on behalf of the county any and all closing documents associated therewith. Costs will be funded by a 97.5% grant from the Bureau of Aviation, and the county will pay a 2.5% local match.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of property from Joel and Stephanie M. Pettit.

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 the Planning Commission, of an amended unit with Range Resources to split the county interest in the Pangeris A unit with the new Kresic B and Kresic C units to be created as associated with the Panhandle Trail. The decimal interest in the original unit will not change but a new decimal interest in the new unit will be created. The proposed agreement is to validate the lease and pools of units.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the amendment 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 the Planning Commission, of authorization to advertise for construction inspection and the National Bridge Inspections Standard (NBIS) inspections through Electronic Contract Management System (ECMS) in cooperation with Pennsylvania Department of Transportation (PADOT), utilizing the PADOT procedures as required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving authorization to advertise.

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 April Bowen to be a certified instructor for the Alcohol Highway Safety School program. This agreement will be effective retroactive to June 1, 2019, until terminated by either party. The contract authorization amount is \$500 per 12 ½ hour class cycle completed.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving agreement with April Bowen.

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 District Attorney, of a renewal grant application with the Pennsylvania Commission on Crime and Delinquency for the victims of crime act program. The application is in the amount of \$159,635 and will be for the period of July 1, 2019 through September 30, 2020.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving grant application with the Pennsylvania Commission on Crime and Delinquency.

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 Human Services, to enter into agreements with the Department of Housing and Urban Development (HUD) to provide housing and supportive services to homeless individuals and families in the amount of \$679,942. These agreements will be effective May 1, 2019 through April 30, 2020. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the agreements with the Department of Housing and Urban Development.

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, to enter into a memorandum of understanding with Southwestern Pennsylvania Area Agency on Aging for the Ombudsman program for the period of July 1, 2018 through June 30, 2019. This memorandum is for \$5,650 and no additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the memorandum of understanding with 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 Children and Youth Services, of the following provider agreements for the period of July 1, 2019 through June 30, 2020. No additional county funds are required.

| <u>PROVIDER</u>               | <u>AMOUNT</u>           |
|-------------------------------|-------------------------|
| Blueprints                    | \$225,000               |
| Erie County                   | 50,000                  |
| Families United Network, Inc. | 325,000                 |
| <b>TOTAL</b>                  | <b><u>\$600,000</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 Children and Youth Services, of a purchase of service agreement with Guardian ad Litem Megan Patrick, Esq. for the provision of legal service/counsel to children involved with the CYS agency. This agreement will be effective January 1, 2020 through June 30, 2020. The contract authorization amount is \$3,333.33 for five months and \$3,333.35 for the sixth month. No additional county funds are required.

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Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement with Megan Patrick Esq.

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 purchase of service agreement with Guardian ad Litem attorneys Erin Dickerson, MariAnn Hathaway and Frank Kocevar for the provision of legal service/counsel to children involved with the CYS agency. These agreements will be effective July 1, 2019 through June 30, 2020. The contract authorization amount for each is \$3,333.33 for eleven months and \$3,333.37 for the twelfth month. No additional county funds are required.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the purchase of service agreement with attorneys 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 Public Safety, of an extension to our current software license agreement #11493 with Service Express, Inc., Grand Rapids, Mich. for the purpose of providing maintenance on the 911 HP hardware components. This agreement will be effective through December 31, 2019. The total cost is \$11,394 and will be paid from the Public Safety operating budget and wireless money.

Moved by Mrs. Vaughan; seconded by Mr. Shober, approving the software license agreement with Service Express, 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 Redevelopment Authority, to adopt a resolution approving the amendments and revisions to the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs, which are part of the County's Consolidated Action Plan.

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.

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ANNOUNCEMENTS

An Executive Session was held at 10 a.m. on Wednesday, June 19, 2019, following the Agenda meeting to discuss personnel and real estate. The regularly scheduled Salary Board meeting will be immediately following today's meeting. All county offices will be closed Thursday, July 4, 2019, in observance of Independence Day.

SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:15 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_  
July 15, 2019

ATTEST:

\_\_\_\_\_  
Cynthia P. Suffer  
CHIEF CLERK