

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 1096

January 23, 2020

The Washington County Commissioners met in regular session in the Public Meeting Room, Courthouse Square, Washington, Pa., with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi and Nick Sherman. Also present were The Rev. Fred Helmick, Wolfdale Bible Church, Washington, Pa.; Retired Colonel United States Army Reserves Robert Vaughan; Solicitor Jana Grimm; Chief of Staff John Haynes; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Executive Secretaries Marie Trossman, Joy Orndoff and Patrick Geho; Planning Department representative Gracie Abel; Controller Mike Namie; Finance Director Josh Hatfield; Human Services Director Shelli Arnold; Register of Wills James Roman; District Attorney representatives Leslie Ridge and Jason Walsh; Crime Victims representative Marie Christinis; Congressman Reschenthaler's representative Sarah Youngdahl; SPS Care STTARS Program representative Joanna Dragan; A Child's Place representative Ann Lewis; Domestic Violence Services of SWPA representative Maggie Novotny; Observer-Reporter Publishing Co. representative Barbara Miller; WJPA representative Joe Jarek; and concerned citizen Jim Piper.

Mrs. Vaughan called the meeting to order at approximately 10 a.m. And announcing this meeting is being broadcast live with audio via Facebook and the county website.

The Rev. Helmick led the meeting with a prayer.

Mr. Vaughan led the Pledge of Allegiance.

Mrs. Vaughan entertained a motion approving Minute No. 1095 dated January 7, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1095, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Maggi read a proclamation declaring January as Human Trafficking Awareness Month.

Mr. Sherman; seconded by Mr. Maggi, approving the above proclamation.

Roll call vote taken:

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

Motion carried unanimously.

Accepting the proclamation is Joanna Dragan representative of the STTARS Care Center. She thanked the commissioners for proclaiming January as Human Trafficking Awareness Month, and this being the first proclamation done in Washington County. Ms. Dragan also recognizes the STOP team, which is a collaboration of different entities, including Domestic Violence Services of Southwestern Pennsylvania, STTARS program, district attorney's office, as well as their office of Crime Victim Services, A Child's Place, which is a child advocacy center in Washington Health System, as well as various law enforcement agencies. The purpose is to ensure victims of domestic and sexual crimes receive advocacy services and support.

District Attorney representative Leslie Ridge also thanked the commissioners for bringing awareness to this critical and delicate situation. The STOP team will work hard toward stopping human trafficking.

RECESS FOR PHOTOS)

PUBLIC COMMENTS

Congressman Guy Reschenthaler's representative, Sarah Youngdahl, reported an update on the new session. December 2019, ended with the passing of USMCA, which is the U.S., Mexico and Canada trade agreement. Also being followed closely now is the impeachment proceedings which has now gone onto the Senate. Congressman Reschenthaler did support the state budget. As a reminder, she stated the Congressman's office is located at 14 South Main Street, as well as mobile offices, in Fayette, Uniontown and Connellsville. These offices can help with any federal issues that anyone may have.

OLD BUSINESS

BID CONTRACT

Solicitor Grimm recommended the Board, on behalf of the Purchasing Department and Voter Registration, approve the bid award contract for pick-up and delivery services to Always Moving, Washington, Pa. at a rate of \$135/hour per truck/two movers. This contract will be effective January 23, 2020 through January 31, 2022, with the option to extend for three additional one-year periods. This bid is being awarded to the lowest most responsive and responsible bidder meeting specifications.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contract with Always Moving.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Grimm recommended the Board, on behalf of the Purchasing Department and Voter Registration, approve the bid award contract for temporary staffing services to Express Employment Professionals, Washington, Pa. at a percentage mark up from current Washington County employee rate. This contract will be effective January 23, 2020 through January 31, 2022, with the option to extend for three additional one-year periods. This bid is being awarded to the lowest most responsive and responsible bidder meeting specifications.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contract with Express Employment Professionals.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, of the appointment of Ben Hayes to the Southwest Corner Workforce Development Board.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the above appointment.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, of a contract with the law firm of Steptoe & Johnson, PLLC representative, Jana Grimm, as county solicitor. The rate will be \$142,577.23 and will be effective January 7, 2020 through January 6, 2024.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Jana Grimm as county solicitor.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Commission, of authorization to bid for the construction of Cross Creek #5 (Browntown) bridge in Independence Township; Pike #24 (Deems) bridge in West Pike Run Township and Buffalo #29 (Hodgens) bridge in Buffalo Township. Costs will be paid with Act 13 restricted bridge funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving authorization to bid.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Commission, of a special use permit application and associated \$150 application fee to be submitted to the Pennsylvania Game Commission for permanent and temporary construction easements required to construct the Buffalo #29 bridge in Buffalo Township. Costs will be paid with Act 13 restricted bridge funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the permit application for the Buffalo #29 bridge.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – 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 collected in the year 2019 in the amount of \$57,133 from Clean and Green rollback taxes and reserve in a restricted account for Farmland Preservation easement purchases.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the certification of the 2019 Clean and Green rollback tax penalties collected be reserved in a restricted Farmland Preservation account.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Commission, of a memorandum of understanding with the Pennsylvania Resources Council for the household hazardous waste collection to be held on June 27, 2020. The county agrees to pay \$6,500 toward the event and provide a collection site, traffic cones and barriers, and six volunteers. Pennsylvania Resources Council will hire and pay the vendor, secure necessary permitting, manage grant funds, provide two volunteers and provide food and beverages for volunteers.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the memorandum of understanding with the Pennsylvania Resources Council.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and Domestic Relations, of a renewal contract with Bob Johnson, Esquire, to provide legal services as a hearing officer. This contract will be effective January 1, 2020 through September 30, 2020, at a rate of \$50 per hour.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contract with Bob Johnson, Esquire.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and Public Safety, of a resolution designating Joshua J. Hatfield, Finance Director as agent for Washington County for all forms and documents related to the Hazard Mitigation Grant Program through Pennsylvania Emergency Management Agency.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the resolution.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, of an engagement letter with the county's independent auditor Maher Duessel for a special audit report for the greenways, trails, and recreation program grant as required by the grant agreement with the Commonwealth of Pennsylvania, Commonwealth Financing Authority. The period of examination is October 21, 2014 through June 30, 2019, and is in the amount of \$2,500.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the special audit report with Maher Duessel.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and Voter Registration, of an application and grant agreement for the Help America Vote Act (HAVA) program. The agreement is in the amount of \$235,526.43 and will be used to offset costs associated with the purchase of new voting systems.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the application and grant agreement for the HAVA program.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Human Services, of a purchase of service agreement with Arc Human Services to provide housing and supportive services to homeless individuals and families. This agreement will be effective October 1, 2019 through September 30, 2020. The contract authorization amount is \$153,348 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of service agreement with Arc Human Services.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Purchasing Department, of an agreement with Access Information Protected for document destruction for various officers based on their per unit costs. This agreement will be on a yearly basis with automatic renewals unless cancelled providing a 30-day written notice at a yearly rate of \$6,500.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Access Information Protected.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Purchasing Department and Public Safety, to enter into a fiber use agreement with DQE Communications LLC, Pittsburgh, PA for the purpose of splicing an additional dark fiber strand from DQE for connectivity between the primary PSAP at Beau Street and the airport building. The additional dark fiber is required for proper redundancy in the network configuration between the primary and backup PSAP locations. This agreement will be effective date of completion for a 20-year period. The monthly rate will be \$200 and will be paid via 911's operating budget.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with DQE Communications, LLC.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – 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, 2020 through February 28, 2021. 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 Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Optical Storage Solutions, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Purchasing Department, of the purchase of one iPhones in the amount of approximately \$200.00 through Verizon Wireless. The phone will be utilized by the Director of Finance to access county emails and to be reached during and after business hours. The total cost is \$50 per month, including unlimited text and data and 400 anytime minutes.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of one iPhone.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Purchasing Department and the Parks Department, of the purchase of one Rocky Mountain bathroom building from CXT Concrete Buildings, Spokane Valley, Wash. to be placed at Mingo Creek Park near the Maintenance Hill playground. The total cost is \$44,414 and will be paid with Mingo oil and gas lease funds. This purchase is being made via PA COSTARS 14, and does not require bidding.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase from CXT Concrete Buildings.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Purchasing Department and the Sheriff's Department, of the purchase of two 2020 Ford Inceptor Utility Model K8A AWD vehicles, including all lighting, interior/exterior safety items and rear safety screen/cages at a total cost of \$86,982. The proposed purchase would be made via PA State Contract/COSTARS 13, and therefore does not require bidding. The proposed vendor is C. Harper Ford, Inc., of Belle Vernon, Pa. The cost will be covered by capital funding.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of a two utility vehicles for the Sheriff's Department.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – Yes; Mrs. Vaughan – 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 payment for the proposed restoration of historic deed books with Kofile Preservation, Essex, Va., at an amount not exceed \$50,000. Costs will be paid from the Recorder of Deeds improvement fund. The proposed restoration is under GSA Schedule 70 (GS-35F-275AA), and therefore, does not require bidding.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the restoration of historic deed books.

Roll call vote taken:

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

Motion carried unanimously.

SOLICITOR

None.

ANNOUNCEMENTS

An Executive Session was held at 10 a.m., Wednesday, January 22, 2020, following the agenda meeting to discuss litigation. The regularly scheduled Salary Board has been cancelled. The Sinking Fund meeting will be immediately following today's meeting.

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 10:25 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

February 4, 2020
 ATTEST: _____
Cynthia B. Buffen
 CHIEF CLERK

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