

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1808491KV

Minute No. 1101

April 1, 2020

The Washington County Commissioners met via teleconference with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi and Nick Sherman. Also present are Solicitor Jana Grimm; Chief of Staff John Haynes; Controller Mike Namie; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; CYS and BHDS Director Kim Rogers; Executive Secretaries Marie Trossman and Patrick Geho; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; and Observer-Reporter Publishing Co. representative Barbara Miller.

Mrs. Vaughan called the meeting to order at approximately 1:30 p.m., and announced this meeting is being broadcast live with audio via Facebook and the county website.

Mrs. Vaughan led the meeting with a prayer.

Mr. Maggi led the Pledge of Allegiance.

Mrs. Vaughan entertained a motion approving Minute No. 1100 dated March 13, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1100, 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 April 12 through April 18, 2020, as National Public Safety Telecommunicators Week.

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

Roll call vote taken:

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

Motion carried unanimously.

RECESS FOR PHOTOS

None.

PUBLIC COMMENTS

None.

OLD BUSINESSBID AWARD

Solicitor Grimm recommended the Board, on behalf of the Purchasing Department, approve the extension of the current bid contract for kitchen and laundry equipment repair with AIS Commercial Parts & Service, Pittsburgh, Pa. This extension is based on their 2020 cost list and all work will be done as needed on a time and material basis. This contract will be effective April 1, 2020 through March 31, 2021.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the above extension.

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, on behalf of the Prothonotary, of an agreement with Sean T. Logue, Esq., to serve as solicitor for the Prothonotary's office, at a rate of \$200/month. This agreement will be effective January 6, 2020, and shall be continuous until terminated at any time by either party upon a 30 days' written notice.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Sean T. Logue, 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 the Planning Commission, of two deeds of easement associated with the Pigeon #26 bridge replacement in Bentleyville Borough.

- George & Patsy Polachek in the amount of \$2,000 for 6,774 sq. ft. temporary easement and 801 sq. ft. permanent easement.
- Patricia Hager in the amount of \$500 for 575 square feet temporary easement.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the above listed deeds of easement.

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 no-cost supplement with SAI Consulting Engineers, Inc., transferring \$10,743.47 of unused project funds to allow for the completion of the bid package and updating project plans and specs to the newly released Publication 408 standards per PADOT requirements.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the no-cost supplement.

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 advertising for bids for the Cross Creek #5 bridge replacement. Costs will be paid from Act 13 restricted bridge funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the advertising for bids.

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, to submit a grant to PA DCNR for the Thompson Hill Shelter Site Preparation and Public Water Extension project in Cross Creek County Park. The approval of a resolution, to be signed by the Chair, approving the project, and a 50% match is required with the grant submission.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the grant submission.

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 Finance and Court Administration, of an agreement with Corrie Allen Woods, Esquire, to provide services as a Criminal Conflict Attorney. The agreement, in the amount of \$25,000 per annum, is payable in monthly installments of \$2,083.33 and will be continuous until terminated by either party with a 60-day written notice.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Corrie Allen Woods, 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 the Finance, of a designation of agent resolution with the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency. The resolution authorizes Joshua J. Hatfield, Finance Director, to execute documents and electronically submit documentation related to the COVID-19 public disaster assistance.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the designation of agent.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1808491KV

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, of a public disaster assistance application and agreement for financial assistance with the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency related to COVID-19. The application and agreement will enable the county to receive federal and state assistance for eligible costs associated with the public disaster.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the public disaster assistance application and agreement.

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 Purchasing Information Technology, of the purchase of licenses and support from Citrix Systems, Inc., Fort Lauderdale, Fla., to expand and support the county's virtual environment and provide remote access capabilities. The total amount is \$44,820.40 and will be paid from ACT 13 funds.

Note: Remote access ability for employees using personal laptops or pc's from home. County and Courts pcs can also utilize it. There was a need for this due to an inability to acquire sufficient number of laptops to give to every employee needing remote access.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of licenses and support from Citrix Systems.

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 Purchasing Information Technology, of an addendum (change order) for the Digital Referenced Oblique Aerial Imagery Solution with Pictometry (EagleView flyover) International Corporation. There is no cost to the county. This addendum is for the entire county to meet quality demands that are necessary to provide safety for the public during emergency situations.

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

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 Purchasing Information Technology, of the purchase of Lenovo units, including related equipment, from CDW-G, Inc. to help support the recently added Citrix and Polycom software used throughout the county's virtual environment. The total cost is \$30,022.44 and will be paid from ACT 13 funds.

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

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 Purchasing, Information Technology, and Human Services, of the purchase of laptops, printers, and monitors, including related equipment, from CDW-G, Inc., to help support the CYS staff with remote work access. The total cost is \$23,099.65 and will be paid from CYS's operating budget.

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

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1808491KV

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing and various county departments, of the previously approved wireless services necessary to maintain county business during the current state of emergency.

- The change of current data plans from shared data to unlimited data at a cost of \$39.99/line. This is an increase from \$26.95/line.
- Activation of five new mifi (data) lines at a cost of \$39.99/line.
- Activation of six new smartphones at a cost of \$50.00/line, which includes unlimited data/talk and text.

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

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 Purchasing and Children & Youth Services, of the purchase of four flip phones free with activation from AT&T for CYS staff. The monthly cost is \$29.99/per line and will be charged to their operating budget.

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

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 Purchasing and the District Attorney's office, of the purchase of five flip phones free with activation from AT&T for crime victim advocates to contact crime victims for security reasons. The monthly cost is \$29.99/per line and will be charged to their operating budget.

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

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. on Wednesday, April 1, 2020, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board meeting will be immediately following today's meeting. All county offices will be closed Friday, April 10, 2020, in observance of Good Friday.

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 1:25 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

 April 14, 2020

ATTEST: _____

 Cyathia B. Guffey
 CHIEF CLERK