

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1808491KV

Minute No. 1104

May 20, 2020

The Washington County Commissioners met via teleconference with the following members being present: Commissioners Diana Irely 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; Executive Secretary Patrick Geho; Chief Clerk Cynthia B. Griffin; Planning Commission representative Gracie Able; Administrative Assistant Joyce Thornburg; and Observer-Reporter Publishing Co. representative Barbara Miller.

Mrs. Vaughan called the meeting to order at approximately 1:32 p.m., and announced this meeting is being broadcast live with video and 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. 1103 dated May 6, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1103, 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 certificate of congratulations honoring Billie Jane Morris for her more than 50 years of service, and for being a trail blazer in the EMS industry in Washington County.

RECESS FOR PHOTOS

None.

PUBLIC COMMENTS

None.

OLD BUSINESSBID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing, approve the bid award for the furnishing, delivering and/or installation of landscaping supplies for all county buildings based on the per unit cost submitted in their bid proposal to New Look Landscaping, Washington, Pa. The contract will be effective from May 20, 2020 through December 31, 2020. 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 bid award with New Look Landscaping.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Grimm recommended the Board, on behalf of Purchasing, to approve the bid award for the Cost Per Copy Program to Ford Business Machines, Connellsville, Pa. This contract will be effective May 20, 2020 through May 31, 2021, with the option to extend for additional two-year periods upon mutual agreement from both parties. 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 bid award with Ford Business Machines.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Grimm recommended the Board, on behalf of Purchasing and Information Technology, approve the extension of our current contract for data and telephone wiring based on a time and material and as needed basis with North Star Communications, Inc., Cecil, Pa. This contract extension will be effective through June 30, 2021, under the same terms and conditions as the original contract.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension with North Star Communications, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Grimm recommended the Board, on behalf of Purchasing, and pursuant to Act 142, Senate Bill 1154, effective February 20, 2001, authorize a 30-day extension of the bid award for Washington County parking garage/plaza renovations to the following vendors, as additional time is needed to evaluate the bid responses.

- Allegheny Restoration, Greensburg, Pa.
- Carl Walker Construction, Pittsburgh Pa.
- CPS Construction Group, Cheswick Pa.
- Mariani & Richards Inc, Pittsburgh Pa.
- Nathan Contracting LP, Allison Park, Pa.
- Pullman SST, Inc, Pittsburgh Pa.

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.

Solicitor Grimm recommended the Board, on behalf of Purchasing and the Redevelopment Authority of the County of Washington, authorize the following purchases with Murphy Family, Inc., Washington, Pa. to be utilized by the Airports Building and Grounds Department and will be paid from the RACW Airport account.

- Kubota RTV-900 Utility Unit - \$12,480
- AFM Land Pride All Flex Mower - \$19,143

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the purchases from Murphy Family, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Grimm recommended the Board, on behalf of Purchasing and Building and Grounds, to approve a change order in the amount of (\$21,156) to repair two existing skylights rather than replace them with Bryn Enterprises LLC, Pittsburgh, Pa. for the courthouse tile roof repair project. The contract amount will decrease from \$417,514 to \$396,358.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the change order with Bryn Enterprises, LLC.

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 appointments of David Kresh, Cathi Kresh, Mary Lea Dutton, Charlie Watts, Heather Wilhelm, and Kevin Hill to the Canvass Board for the 2020 Primary Election.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the board appointments.

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 the ratification of an advertisement contract with The Lamar Companies for general public advertising related to

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1808491KV

the COVID-19 disaster declaration. The contract is in the amount of \$3,000 and will be for the period of May 18, 2020 through June 14, 2020. This ratification also includes approval of Finance Director Joshua J. Hatfield to execute the contract on behalf of the County.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the ratification of an advertisement contract with The Lamar Companies.

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 payment in the amount of \$8,204.66 to Tyler Technologies (formerly Softcode) for the annual support for the office's CivilServe software. The invoice is in accordance with the existing software agreement and will be for the period of May 26, 2020 through May 25, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving payment to Tyler Technologies.

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 a renewal of the County's property and casualty insurance for 2020-2021 with PA Counties Risk Pool (PCoRP) for general liability, auto liability, public officials' liability, privacy and security liability, property, equipment and crime coverages. The annual premium is \$583,276 and covers the period of June 1, 2020 through June 1, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal agreement with PA Counties Risk Pool (PCoRP).

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 the Redevelopment Authority of the County of Washington as Agent for the Washington County Airport, of a professional services agreement between the Redevelopment Authority of the County of Washington and CDI-Infrastructure LLC, dba L.R. Kimball, for the Southside Taxiway Part A & B project. The agreement is in the amount of \$224,299 and will be funded by a combination of Bureau of Aviation capital grant and airport gas lease funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement between the Redevelopment Authority of the County of Washington and CDI-Infrastructure LLC, dba L.R. Kimball.

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 Elections, of an application and agreement with the Pennsylvania Department of State for the Election Security grant program. The application and agreement is in the amount of \$118,426.63 and will be for the period of December 21, 2019 through December 31, 2022.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the application and agreement with the Pennsylvania Department of State for the Election Security grant 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 Finance and Elections, of an application and agreement with the Pennsylvania Department of State for the CARES Act

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1808491KV

grant program. The application and agreement is in the amount of \$101,481.31 and will be for the period of January 20, 2020 through December 31, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the application and agreement with the Pennsylvania Department of State for the CARES Act grant 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 Finance, of a grant application with the Hillman Foundation for the COVID-19 Pandemic – Feeding Seniors project. The grant application is in the amount of \$100,000 and will be for the period of March 16, 2020 through May 31, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the grant application with the Hillman Foundation.

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 Elections of reimbursement up to \$100 to polling sites within the county for supplies to mitigate the spread of COVID-19 in accordance with Pennsylvania Department of State recommendations for post-election day cleaning protocol.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the reimbursement for supplies for the post-election day cleaning protocol.

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 Resources, of a grant application with the Pennsylvania Counties Risk Pool (PCoRP) for the 2019-2020 loss prevention grant program. This grant in the amount of \$20,000.00 will be utilized for eligible COVID-19 related safety expenditures.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the grant application with the Pennsylvania Counties Risk Pool for the loss prevention grant 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, to enter into an agreement with the Pennsylvania Department of Agriculture for the State Food Purchase Program (SFPP) to allow the Greater Washington County Food Bank to receive funding to purchase food. This agreement will be effective July 1, 2020 through June 30, 2021, and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Pennsylvania Department of Agriculture.

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 Aging Services, of a provider agreement with the Southwestern Pennsylvania Area Agency on Aging (SWPA AAA) for the Waiver Home Delivered Meal Program for the period July 1, 2019 through June 30, 2020. Aging Services will reimburse SWPA AAA at a rate of \$3.36 per unit for raw food.

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MB LIMITED F1808491KV

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement with Southwestern Pennsylvania Area Agency on Aging for the Waiver Home Delivered Meal 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 Aging Services, of a provider agreement with the Southwestern Pennsylvania Area Agency on Aging (SWPA AAA) for the Waiver Home Delivered Meal Program for the period July 1, 2020 through June 30, 2021. Aging Services will reimburse SWPA AAA at a rate of \$3.36 per unit for raw food.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement with Southwestern Pennsylvania Area Agency on Aging for the Waiver Home Delivered Meal 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 Children and Youth Services, of the following provider agreements for the period of July 1, 2020 through June 30, 2021. No additional county funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Adoption Connection	\$350,000
Blueprints – Afterschool	155,000
Blueprints – Consolidated	900,000
Blueprints – FGDM	200,000
Blueprints – Team Dad	10,000
Blueprints – Triple P	195,000
TOTAL	<u>\$1,810,000</u>

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreements listed.

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 Children and Youth Services, of a provider agreement addendum with Adelphoi Village for preventative treatment and aftercare services for the period of July 1, 2019 through June 30, 2020. The contract authorization amount will increase by \$282,015 to \$425,000 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement addendum with Adelphoi Village.

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 Building and Grounds, to authorize the advertising for bids for professional building cleaning.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization to advertise for bids for professional building cleaning.

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 Washington County Correctional Facility, to authorize the advertising for bids for new cameras/DVR

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1808491KV

equipment to replace obsolete equipment. Costs will be paid from Act 13 funds. This was approved in the Prison Board meeting held Wednesday, May 20, 2020, Minute No. PB 5-20-20.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization to advertise for bids for new cameras/DVR equipment.

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 Redevelopment Authority of the County of Washington, to authorize the advertising for bids for the installation of lighting for various interior/exterior hangers at the Washington County Airport.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization of advertising for bids for installation of lighting.

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 Building and Grounds, to authorize the advertising for bids for an awning project, which will include a breezeway at the Family Court Center.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization of advertising for bids for an awning project.

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 Adult Probation of an addendum to the agreement with Microgenics Corporation/Fisher Scientific, Fremont, Calif., for the purpose of adding oral fluid testing to our laboratory function (Automated Drug Testing Analyzer) to accommodate for COVID – 19 testing. The cost for a standard 8-panel screen will average \$4.85 per test. The cost of the additional analyzer is at no charge. The funding source will be from their Operating Budget. This agreement will be effective on May 20, 2020. All other terms and conditions of the agreement dated March 13, 2018, shall remain the same.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the addendum to the above agreement for oral fluid testing for COVID-19.

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 Information Technology, of an addendum with Superior, Lake Mary Fla., in the amount of \$2,560.00. This is a professional services agreement for Superior to assist IT in setting up a third database for fixed assets. It will be a one-time cost. There will be no ongoing maintenance cost associated. This agreement will be effective May 20, 2020 through May 31, 2021. The total amount will be charged to the Information Technology budget.

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

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 Juvenile Probation, of the purchase of one aircard for Probation Officer, Jason Kozar. The aircard is needed to provide real time access to our assessment system in effort to make real time changes. The cost of this

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

MR LIMITED E1808491KV

service is \$39.99 per month through Verizon Wireless which will be paid from their operating budget. The Air card will be free with activation.

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

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 Domestic Relations, of the purchase of one jetpack wireless device for Tamora Reese, hearing officer. The cost of this service is \$39.99 per month through Verizon Wireless which will be paid from their operating budget. The Air card will be free with activation.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of one jetpack wireless device.

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 the purchase of one iPhone and one jetpack wireless device for Anne Schlegel, CYS Director, through Verizon Wireless. The cost of the iPhone will be \$299.00, with cost of service at \$50.00/mo. for unlimited talk, text, data. The cost of wireless service for the jetpack is \$39.99 per month. Both will be paid from their operating budget. The Air card will be free with activation.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of one iPhone and one jetpack wireless device.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held at 10 a.m. on Wednesday, May 20, 2020, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board meeting will be immediately following today's meeting. The Retirement Board meeting will be held Thursday, May 21, at 10 a.m. as previously scheduled. All county offices will be closed Monday, May 25, 2020, in observance of Memorial Day and Tuesday, June 2, 2020, in observance of Primary Election Day.

SOLICITOR

None

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 1:53 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_  
*Judge 2*, 2020  
 ATTEST: \_\_\_\_\_  
*Cynthia S. Griffin*  
 CHIEF CLERK

# MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E1808491KV

---

---

This page is blank.

