

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED_E1808491KV

Minute No. 1105

June 4, 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; Treasurer Tom Flickinger; Clerk of Courts Brenda Davis; Prothonotary Laura Hough; Executive Secretaries Joy Orndoff and Patrick Geho; Chief Clerk Cynthia B. Griffin; Planning Commission representative Gracie Able; Administrative Assistant Joyce Thornburg; and Observer-Reporter Publishing Co. representative Barbara Miller; and WJPA representative Bruce Sakalik.

Mrs. Vaughan called the meeting to order at approximately 10 a.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. 1104 dated May 20, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1104, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

None.

Mr. Maggi made the announcement that his secretary, Joy Orndoff, has been with him for almost 18 years. Friday, June 5, will be her last day. She has been a trusted employee and a friend of the family. She will be missed. Mrs. Vaughan remarked that Joy was a pleasure to work with and she has set quite a good example for others to work with. Mr. Sherman also remarked that he echoes the same positive remarks. He stated she was very welcoming and kind toward himself and Patrick Geho. Joy Orndoff stated she has enjoyed her career here at the county. She also remarked that it has been her honor to work for an honorable man with good character whom she always look up to. Solicitor Grimm congratulated Joy Orndoff and remarked that her parents gave her the perfect name.

RECESS FOR PHOTOSPUBLIC COMMENTS

None.

OLD BUSINESSBID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing, approve the bid award Purchasing and Building & Grounds, for the paint and plaster repairs for all county buildings on an as needed basis to Steel City Plastering, Inc., Cheswick, Pa., the lowest most responsive and responsible bidder meeting specifications. This contract will be effective June 4, 2020 through June 30, 2022.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid award to Steel City Plastering, 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, approve the bid award for the for tree clearing and grubbing to Sidelines Tree Service LLC., Oakdale, Pa., based on per hourly rates as submitted in their bid submission. Service will be utilized on an as needed basis. This contract will be effective June 4, 2020 through June 30, 2022, with the option to extend for one additional year. This bid is being awarded to the lowest most responsive and responsible bidder meeting the specifications.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid award to Sidelines Tree Service LLC.

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, award the bid for the furnishing, delivery, and installation or repair of flooring for all Washington County facilities to Don Greer's Fashion Floors, Washington, PA. This contract is awarded based on the price per square yard/square foot or hourly labor rates plus a 25% mark-up from cost on most flooring products. The rates per square yard or square foot vary depending on the type of flooring. All work will be done on an as needed basis. This was the only bid received and it met all of the specifications. This contract will be effective from June 1, 2020 through May 31, 2021, with the option to extend for three additional one-year periods upon mutual agreement.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid award with Don Greer's Fashion Floors.

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, extend the current contract for elevator maintenance for County facilities with Otis Elevator Co., Pittsburgh, Pa. This contract extension will be effective through June 30, 2021. This contract extension is under the same terms and conditions as the original contract. NOTE: This Washington County Correctional Facility agreement is contingent upon Prison Board approval.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the contract with Otis Elevator Co.

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 Chief of Staff John Haynes, authorize the advertising for proposals for a computer consultant to advise on overall assessment strategy.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the authorization for proposals for a computer consultant.

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 Planning Commission, of a temporary easement with Robin R. Powell in the amount of \$750 for an area of 1,529 sq.ft. to construct the Pigeon #26 Bridge in Bentleyville Borough. Costs will be paid 80% state and 20% county liquid fuels.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the temporary easement with Robin R. Powell

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 for the construction of the Pike #24 bridge in West Pike Run Township as follows:

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- Gary K. and Kevin D. Carson in the amount of \$500 for 950 sq.ft. of permanent easement and 9,239.75 sq.ft. of temporary easement.
- Keren Joy and Harry Robin Clinton Galis in the amount of \$500 for 1,070.5 sq.ft. of permanent easement and 3,423 sf of temporary easement.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the two deeds of easements with Gary K. and Keven D. Carson and Keren Joy and Harry Robin Clinton Galis.

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, to adopt a Resolution and Approval of Applicable Elected Representative, relating to Section 147(f) of the Internal Revenue Code of 1986, as amended, approving issuance by the Washington County Industrial Development Authority of its notes in the aggregate principal amount not to exceed \$32,000,000 for Encore Living Group, Inc., for the purpose of financing the construction of a senior living community in North Strabane Township. The issuance of these bonds by the Authority does not pledge the faith and credit or taxing power of the County of Washington and the documents have been reviewed by the county solicitor.

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 a revised Public Assistance Grant Program agreement with the Pennsylvania Emergency Management Agency related to COVID-19 public disaster assistance. The 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 agreement with the Pennsylvania Emergency Management Agency.

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 District Attorney, of a renewal application with the Pennsylvania Commission on Crime and Delinquency for the Victims of Crime Act program. The application is in the amount of \$588,861 and will be for the period October 1, 2020 through September 30, 2023.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal application with the Pennsylvania Commission on Crime and Delinquency.

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 water facilities line extension agreement with Pennsylvania-American Water Company for the north side hangar project. The agreement requires a \$2,000 engineering and inspection fee and it will be funded by a combination of Bureau of Aviation and Local Share Account funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement between the Redevelopment Authority of the County of Washington and Pennsylvania-American Water Company.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and the Sheriff, of an application with the U.S. Department of Justice for The Patrick Leahy Bulletproof Vest Partnership program. The application is in the amount of \$6,870.50 and represents a 50% reimbursement of the purchase of 13 vests.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the application for the purchase of 13 vests.

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 one-time license fee with RBA Professional Data Systems, Inc. in the amount of \$40,800 for conversion services for the current and delinquent tax collection software.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving license fee with RBA Professional Data Systems, 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 Behavioral Health and Development Services, of a provider agreement with the Center for Community Resources for intellectual disability support coordination services for the period of February 1, 2020 through June 30, 2020. The contract authorization amount is \$1,000 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement with the Center for Community Resources.

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 memorandum of agreement with the United Way for the provision of the PA 2-1-1 Southwest Information and Referral Services for the period July 1, 2020 through June 30, 2021, and will automatically renew for one year terms unless terminated by either party. The contract authorization amount is \$10,000 per year and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement with the United Way.

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 grant allocation agreement with the Pennsylvania Department of Human Services for the Medical Assistance Transportation Program (MATP) in the amount of \$2,572,211 for the period July 1, 2020 through June 30, 2021. No additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Pennsylvania Department of 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 Children and Youth Services, of a provider agreement with Praed Foundation for the provision of FAST training for the period May 1, 2020 through June 30, 2020. The contract authorization amount is \$4,500 and no additional county funds are required.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement with Praed 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 Children and Youth Services, of its 2020 Special Budget in the amount of \$70,000. This budget will be used to assist families with unforeseen needs as a result of COVID-19 for the period January 1, 2020 through December 31, 2020. No additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the 2020 Special Budget.

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 Chief of Staff, to authorize the advertising for proposals for a computer consultant to advise on overall assessment strategy.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization to advertise for bids for a computer consultant.

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 Court Administration, of addendums to the listed MDJ lease agreements to include additional weekly cleaning and disinfecting. Mr. Grimm has requested cleaning to be increased to a minimum of three days per week in response to COVID 19 CDC guidelines.

- Magisterial District 27-3-01-(Pettit) – McMurray, MTC Development Partners, will clean M-W-F – additional \$100.00 per month
- Magisterial District 27-3-06 Cecil-Cecil Town Center, McDonald, will clean T-W-TH, additional \$200.00/week.
- Magisterial District 27-3-07 (Havelka)-Burgettstown Kwik Stop, Langeloth, will clean an additional 6 hours per week - \$40.00/hr. (\$240.00)
- Magisterial District 27-3-10 (Ward)-Washington Gross Industrial, Washington, will clean M-W-F for an additional \$80/week.

Additional cleaning and disinfecting will begin June 4, 2020, and shall continue on a month-to-month basis until the COVID-19 crisis has subsided. Funding will be from their Respective Operating Budgets.

Note: All other MDJ offices are currently being cleaned three or more times per week.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the addendums for additional weekly cleaning in the magisterial District offices.

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, to enter into an agreement with McMillen Engineering, Inc., Uniontown, Pa., for the purpose of developing bid specifications and to provide construction administration for the complete roof replacement for the correctional facility at a cost of \$22,586.00. This project has been recommended to be funded from Act 13 Funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving to enter into an agreement with McMillen Engineering, 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 Purchasing and Information and Technology, of the purchase of one (1) iPhone for \$299.00 through Verizon Wireless. The iPhone will be used for the new hire, Earl Dean, to access County emails, and to be reached via text during and after business hours. The monthly cost of the Smart Phone will be \$50.00/month, which includes unlimited talk, text and data, and tethering through Verizon Wireless.

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 Purchasing and Adult Probation, to purchase from C. Harper Ford, Inc., Belle Vernon Pa., two Ford Interceptor Utility Model K8A AWD at \$37,541.00/ea., for a total of \$86,982.00. The proposed purchase would be made via PA State Contract/COSTARS 13, and therefore does not require bidding. Pricing includes all lighting, interior/exterior safety items, and rear safety screen/cages. The proposed purchase would be funded via Act 35 funds. The vehicles are quoted at the following cost:

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of two vehicles from C. Harper Ford, 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 Purchasing and Court Administration, of the purchase 40 iPhones to replace existing flip phones that are utilized by Adult Probation and Juvenile Probation. The iPhones are a necessity for all matters of communication in consideration of how criminal justice populations communicate. The phones will be funded from their respected operating budgets. The iPhone SE will be free of charge with a cost of \$45.00 for the phone case. The monthly cost of service will be \$44.99/month, which includes unlimited talk, text, data and mobile hot spot through Verizon Wireless. Adding the hotspot now will allow us to cancel the majority of our air cards/hotspots that we have in circulation right now.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of iPhones to replace the flip phones.

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 Redevelopment Authority, to adopt a resolution approving the Fiscal Year 2020-2024 Consolidated Plan, Fiscal Year 2020 Annual Action Plan, Citizen Participation Plan and Analysis of Impediments to Fair Housing Choice.

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.

ANNOUNCEMENTS

An Executive Session was held at 10 a.m. on Wednesday, June 3, 2020, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board meeting has been cancelled.

SOLICITOR

None

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 10:24 a.m.

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THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____ June 16, 2020

ATTEST: _____
 Cynthia B. Gifford
 CHIEF CLERK

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