

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED F1808491KV

Minute No. 1116

November 5, 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 are Jana Grimm; Chief of Staff John Haynes; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Children and Youth Services Director Anne Schlegel; Executive Secretaries Marie Trossman, and Patrick Geho; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; and Observer Reporter representative Barb Miller.

Mrs. Vaughan called the meeting to order at approximately 10 a.m., and announced this meeting is audio live-streamed via Facebook.

Commissioner Irey Vaughan led the meeting with a prayer.

Commissioner Maggi led the Pledge of Allegiance.

Mrs. Vaughan entertained a motion approving Minute No. 1115 dated October 22, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1115, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mrs. Vaughan read a proclamation declaring November as Adoption Awareness Month.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the Adoption Awareness Month.

Roll call vote taken:

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

Motion carried unanimously.

Anne Schlegel, Children & Youth Director, accepted the proclamation, and thanked the Commissioners for their continued support. Ms. Schlegel stated this was a wonderful time to celebrate these children in Washington County, seeking their forever homes.

PUBLIC COMMENTS

None.

OLD BUSINESSBID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing, award the bid contract for products under the Joint Municipal Purchasing Program for Washington County to the following vendors based on their per unit cost as submitted in their bid proposals:

- A-Z Janitorial, Washington, PA
- AgSalt Processing LLC, Gettysburg PA
- Compass Minerals America Inc, Overland Park KS

The contracts will be effective November 5, 2020 through October 31, 2021, at a total yearly cost of approximately \$10,000. All items have been awarded to the lowest most responsive and responsible bidders meeting specifications.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid award to the above listed vendors.

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 extension of our current contract for locksmith services with Diebold Inc., N. Canton, Ohio, (service representative is from Washington, Pa.) at the hourly rates provided in their bid proposal. This extension will be effective January 1, 2021 through December 31, 2021, and all work will be done on a time and material basis.

MINUTE BOOK

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Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid contract extension with Diebold, Inc.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT PURCHASES

Solicitor Grimm recommended the Board, on behalf of Purchasing and Building and Grounds, authorize the work for the Washington County Courthouse chiller. The work is to be performed by Daikin Applied, Pittsburgh, Pa., at an estimated cost of at \$26,000 and will be paid from their operating budget.

Note: Scope of Work

1. Remove and contain the refrigerant charge in a safe and legal manner as per EPA guidelines.
2. Set up the gantry.
3. Dismantle the compressor looking for worn and defective components.
4. Daikin will rebuild the compressor using included compressor O-rings, gaskets, seals, refrigerant oil, oil filters, filter dryers, and relief valves.
5. Any additional required repair parts not covered as part of this proposal will be quoted and presented to Washington County for approval.
6. Evacuate the system and recharge with the contained refrigerant.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving work for the Washington County Courthouse chiller with Daikin Applied.

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 capacity agreement with Imperial Landfill, Imperial Pa., permit number 100620, to ensure the safe disposal of solid waste generated by Washington County residents during the period of 2020 to 2033 as the existing agreement expired:

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the capacity agreement with Imperial Landfill.

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 advertise for survey services for the Farmland Preservation Program.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the advertising for survey services for the Farmland Preservation 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 Juvenile Probation, of a renewal grant application with the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency for the LEADER Program. The grant application is in the amount of \$5,000 and is for the period of January 1, 2021 through December 31, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal grant application for the LEADER Program.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and Juvenile Probation, of a renewal grant application with the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency for the Jobs Program. The grant application is in the amount of \$5,000 and is for the period of January 1, 2021 through December 31, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal grant application for the Jobs 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 project modification request with the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency for the Coronavirus Emergency Supplemental Relief Fund program. The project medication request is in the amount of \$54,968 and will provide additional funding for eligible expenditures under the existing grant award.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving a project modification with the for the Coronavirus Emergency Supplemental Relief Fund 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 the Redevelopment Authority of the County of Washington, to adopt a resolution authorizing execution of a conditional award of funds and grant agreement with the Pennsylvania Housing Finance Agency for the 2020 Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund. The award is in the amount of \$1,150,000 and will fund approximately six eligible projects.

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 Purchasing and Human Resources, to authorize the advertising for proposals (RFP's) for the following professional services:

- Providing pre-employment psychological evaluations and psychological evaluations for probation officers to carry firearms as directed by the Washington County Department of Human Resources. **Note:** Currently Dr. Michael Crabtree.
- Providing legal representation in selected employment related cases, civil rights matters, EEOC and PHRA claims, other legal matters and unemployment compensation cases and in other matters at the discretion of the Human Resources Department and/or the Board of Commissioners. **Note:** Currently Swartz Campbell.
- Representing the County in various labor and employment issues, and negotiations as requested by Human Resources Department and/or Board of Commissioners. **Note:** Currently Campbell Durant.
- Providing legal representation in selected workers compensation and unemployment claims and other issues at the discretion of the Human Resources Department and/or the Board of Commissioners. **Note:** Currently Weber Gallagher.

Mr. Maggi requested clarification as to whether this item was on a previous agenda. Chief of Staff John Haynes replied Dr. Crabtree was on an earlier agenda, and now determined these proposed items should be sent out as a Request For Proposal to make sure the county is receiving the best service for the best cost to the county.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization to advertise for the above listed professional services.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

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Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing to authorize the advertising for proposals (RFP's) for providing architect/engineer services.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the authorization to advertise for architect/engineer 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 Purchasing and the Coroner, of an extension of the professional services agreement with S. Timothy Warco II, Owner, Ridgewood Services, for the retrieval, removal and transportation of bodies from death scenes in accordance with the RFP specifications at a \$350.00 one-time rate per individual. If approved this extension will be effective January 1, 2021 through December 31, 2023.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the extension of our professional services agreement with Ridgewood 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 Purchasing and Public Safety, of the software license, maintenance and call center support renewal agreement for the NG 9-1-1 Ready Hardware and Software, with Motorola Solutions, Linthicum, Md., for the period January 1, 2021 through December 31, 2021. The total cost is \$75,636.21 and will be paid from the 9-1-1 fund.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal agreement for the NG 9-1-1 Ready Hardware and Software with Motorola Solutions.

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 Coroner and District Attorney of the NMS Labs' 2021 fee schedule for post mortem lab tests and crime lab tests.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the NMS Labs' 2021 fee schedule.

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 Chief of Staff, of a professional service agreement with McMillen Engineering, Inc., Uniontown, Pa. for a land title survey for the Crossroads Building at a total estimated cost of \$3,500.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the professional service agreement with McMillen Engineering, Inc.

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. Wednesday, November 4, 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 Wednesday, November 11, 2020, in observance of Veterans Day.

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MR LIMITED E1808491KV

SOLICITOR

Solicitor Grimm presented to the Board for their consideration and approval of tax refunds in the amount of \$578.03.

KNIGHT MATTHEW R. & JENNIFER M. BOSKI
1136 VISTA HILL ROAD
CANONSBURG, PA 15317
Tax Year: 2019
District NORTH STRABANE
Parcel 520-002-03-00-0014-00
Amount \$4.05

ABRUZZI BRANDEN J. & BRYAN VICTORIA
6 CARLISLE AVENUE
MCDONALD, PA 15057
Tax Year: 2020
District CECIL
Parcel 140-003-00-00-0013-07
Amount \$15.8

FUCHS JANET E.
29 GREEN VALLEY ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2020
District CECIL
Parcel 140-005-01-02-0006-00
Amount \$126.7

GEVENOSKY JOHN & STACEY M. & SHELLY
77 PETERSON STREET
AVELLA, PA 15312
Tax Year: 2020
District CROSS CREEK
Parcel 210-007-01-02-0019-00
Amount \$18.33

GOURN SUSAN L. VETERANS EXEMPTION
85 HIGHLAND AVENUE
DONORA, PA 15033
Tax Year: 2020
District DONORA
Parcel 240-045-03-04-0008-00
Amount \$156.46

LISTAK JEFFREY M. & TRACIE L.
1115 SADDLECLUB DRIVE
CANONSBURG, PA 15317
Tax Year: 2020
District NORTH STRABANE
Parcel 520-002-12-00-0015-00
Amount \$60.53

LIOON JEFFREY D. & DIANE F.
167 SPRINGDALE ROAD
VENETIA, PA 15367
Tax Year: 2020
District PETERS TOWNSHIP
Parcel 540-006-07-00-0014-00
Amount \$6.19

DURAN TRAVIS & DURANNA E.
1906 BIGGER ROAD
BULGER, PA 15019
Tax Year: 2020
District ROBINSON
Parcel 550-004-01-00-0002-00
Amount \$43.58

TOTH ARIC & NICOLE KOVACH
1406 CANTERBURY DRIVE
IMPERIAL, PA 15126
Tax Year: 2020
District ROBINSON
Parcel 550-015-00-00-0009-00
Amount \$78

P2 DEVELOPERS LLC
211 MITCHELL ROAD
EIGHTY FOUR, PA 15330
Tax Year: 2020
District SOMERSET
Parcel 580-001-00-00-0017-00
Amount \$48.35

TURNER THELMA L.
63 SUMNUER AVENUE
WASHINGTON, PA 15301
Tax Year: 2020
District WASHINGTON 6TH W
Parcel 760-018-00-02-0013-00
Amount \$20.04

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

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Grimm, on behalf of the Tax Claim Bureau, respectfully request Washington County Board of Commissioners authorize the County of Washington Tax Claim Bureau to petition the Court of Common Pleas of Washington County to request the upset tax sales of the parcels on the 2020 upset tax sale list be stayed and continued for a period not to exceed one year from the time fixed pursuant to 72 PA Statute Section 5860.601 § A for such upset sales.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the above petition to the Court of Common Pleas.

Roll call vote taken:

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

Motion carried unanimously.

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 10:21 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: [Signature] November 17, 2020
CHIEF CLERK

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