

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1808491KV

Minute No. 1119

December 17, 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 Solicitor Jana Grimm; Chief of Staff John Haynes; Controller Mike Namie; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Treasurer Tom Flickinger; President Judge Katherine B. Emery; Judge Gary Gilman; Court Administrator Patrick Grimm; Clerk of Courts Brenda Davis; Veterans Affairs representative Angie Mattes; Planning representative Gracie Abel; Information Technology representative Earl Dean; Executive Secretaries Marie Trossman, Randi Marodi and Patrick Geho; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Observer-Reporter Publishing Co. representative Barbara Miller; and concerned citizens Harlan Shober and Melissa Emery Gillo.

Mrs. Vaughan called the meeting to order at approximately 10:02 a.m., and announced this meeting is video and 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. 1118 dated December 2, 2020.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1118, 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 retirement plaque congratulating President Judge Katherine B. Emery on the occasion of her retirement.

Mr. Maggi congratulated the President Judge, and thanked her for her many years of service.

Mr. Sherman congratulated the President Judge, and also echoed the others thoughts while thanking her for all she has accomplished.

Judge Gilman noted the President Judge has set a fine example for all. He thanked his wife for all the great things she has accomplished, and looks forward to her serving as a senior judge now.

Harlan Shober noted it was great working with President Judge Emery, and her contributions have been astounding.

President Judge Emery thanked her colleagues and staff for a wonderful work relationship.

PUBLIC COMMENTS

Harlan Shober made a comment regarding the allocation of monies to the Greater Pittsburgh Community Food Bank. Mr. Shober would like to see this discussed further, and to keep the money here in Washington County.

Clerk of Courts Brenda Davis made a public comment requesting two additional employees. She said the paperwork will not be processed in a timely fashion, and employee burnout will negatively affect the daily operation of the office.

OLD BUSINESS

BID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing and Public Safety, award the request for proposal for a hazard mitigation plan to Michael Baker International, Inc. at a cost of \$41,938, based upon their significant experience in Pennsylvania. This proposal is being awarded to the lowest most qualified and responsible bidder meeting the specifications and will be funded from a federal grant with Washington County providing a 20% soft match.

Note: Baker has completed over 55 mitigation plans in the Commonwealth. Additionally, they have worked with the PA Emergency Management Agency and the Federal Emergency Management Agency on

Hazard Mitigation Planning. Their team has substantial experience with a strong background. They have also completed the original mitigation plan for Washington County under the RFP #012214-HMP.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid proposal for a hazard mitigation plan to Michael Baker International, Inc.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT EXTENSION

Solicitor Grimm recommended the Board, on behalf of Purchasing and Veterans Affairs, approve the extension of our bid award contract for flags and markers to Metro Flag Co., Wharton, N.J. and All Quality Memorial Markers, Smoketown, Pa., based upon the same terms and conditions. These contracts will be effective through December 31, 2021, with the option to extend for one additional year.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid contract extension with Metro Flag Co. and All Quality Memorial Markers.

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 additional work for the Washington County Courthouse Chiller to be performed by Daikin Applied, Pittsburgh, Pa., our contract of record and includes removing and installing a New HMI PC with touchscreen, wire new power supplies, download current software, commission and installation. The total cost is estimated at \$6,900 and will be paid from their operating budget.

Note: This in addition to the work authorized on Min#1116 dated November 5, 2020.

Note: Original Scope of Work at \$26,000.

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 the additional work with Daikin Applied.

Roll call vote taken:

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

Motion carried unanimously.

CHANGE ORDER

Solicitor Grimm recommended the Board, on behalf of Purchasing and the Chief of Staff, approve a change order for broadband services with Advanced Telephone Systems Inc., d/b/a HTC Communications, Hickory Pa., in the amount of \$50,000 for running fiber to Mt. Hope Ridge Road and Narigon Run Road.

Note: The County pays \$50,000 for the labor and pole attachments and HTC Communications will pay for all material and has also completely self-funded the first two miles to get into position to make this possible.

Note: Mrs. Vaughan added CARES Act money was used for Broadband services to accommodate as many communities as possible for individuals along with children and students to work from home.

Breakdown:

- Labor total \$50,000, Consisting of:
 - Labor to hang fiber (Work in right of way not along road. Poles need to be climbed) \$39,000
 - Pole and anchor attachments and make ready \$11,000

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- ° Material total \$27,000, Consisting of 15,000 feet of fiber \$14,000, fiber splitters and enclosures \$11,000 and Miscellaneous hardware \$2,000.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the change order with Advanced Telephone Systems Inc., d/b/a HTC Communications.

Roll call vote taken:

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

Motion carried unanimously.

BID REJECTION

Solicitor Grimm recommended the Board, on behalf of Purchasing and the Planning Commission, approve the rejection of all bids for the Fairgrounds Exhibit Hall 3 project and authorize rebidding. Bids came in over budget.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid rejection for the Fairgrounds Exhibit Hall 3 project and authorize rebidding. Bids came in over budget.

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, to adopt a resolution for the sale of Parcel No. 1, 16.99 (7.9ac. flat) acres of land in Phase 1-A located at Starpointe Business Park in Hanover Township, Washington County, to the State of Pennsylvania for a PennDot facility.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, 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 the Planning Commission, of authorization to bid for paving in Mingo Creek County Park to include the addition of a pickleball court and parking, improvements to the parking lot at the park office and paving the access road and parking area for the bike park and trail head at Cross Creek County Park. Costs will be paid with gas lease funds.

Moved by Mr. Maggi; seconded by Mr. Sherman, approving authorization to bid for paving in Mingo Creek and Cross Creek County Parks.

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 contract with Trustmark Real Estate Services for appraisals of farms for the agricultural preservation program for the period of January 1, 2021 through December 31, 2022. The cost of each Agricultural Conservation Easement appraisal is \$2,850, which is reimbursed at the time of closing.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contract with Trustmark Real Estate 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 Finance, of a policy renewal for accident coverage with Philadelphia Indemnity Insurance Company for program attendees for Community Service/FITS, Alternative Sentencing, volunteers and seasonal juveniles. The policy premium is in the amount of \$4,339 and will be effective January 13, 2021 through January 13, 2022.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the policy renewal for accident coverage with Philadelphia Indemnity Insurance Company.

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 an addendum with RSB Aviation, LLC d/b/a Skyward Aviation FBO for the terminal building and apron lease. The addendum increases the amount of leased space in the terminal building and increases the monthly rent from \$1,072.25 to \$1,760.20. All other lease terms remain the same.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the addendum with RSB Aviation, LLC dba Skyward Aviation FBO for the terminal building and apron lease.

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 aviation general liability coverage with Aviation Insurance Resources. The coverage will be effective January 1, 2021 through January 1, 2022, at a total cost of \$4,800.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the policy renewal with Aviation Insurance 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 Finance, of an addendum to the grant agreement with the Commonwealth of Pennsylvania, Department of Community and Economic Development for the COVID-19 County Relief Block Grant. The addendum reallocates \$138,884.04 from the administrative costs category to other allowable categories under the grant. The total grant amount remains the same.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the grant agreement with the Commonwealth of Pennsylvania, Department of Community and Economic Development for the COVID-19 County Relief Block Grant.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – No; Mrs. Vaughan – Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, of a month-to-month extension of the current contract with the Washington Physicians Hospital Organization, Inc. for medical services for the correctional facility. All terms and conditions of the current contract remain the same at \$17,126 per month with a 30-day notice termination clause.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the extension of the current contract with the Washington Physicians Hospital Organization, Inc. for medical services for the correctional facility.

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 the renewal of our current general services agreement with the Washington Health System Occupational Medicine Center d/b/a Washington Physicians Group for pre-employment exams and related testing for all county employees in job categories subject to Pennsylvania Department of Transportation

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(PADOT) regulations. The rates of the contract will remain the same except the PPD Intermediate 5 TU, which will increase from \$13 to \$15 and will be effective January 1, 2021 through December 31, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal of our current agreement with Washington Health System Occupational Medicine Center d/b/a Washington Physicians Group.

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 the renewal of our current agreement with the Washington Health System Occupational Medicine Center for general drug and alcohol testing services for all county employees in job categories subject to Pennsylvania Department of Transportation (PADOT) regulations. This agreement will be effective January 1, 2021 through December 31, 2021, at the previously approved rates.

- Urine Drug Screen – Rapid using occ. meds kit - \$37 (no price change but if result is positive, additional charges may apply for confirmation)
- MRO Review of urine/hair drug screen result - \$25 to \$90; charge depends on complexity (previously \$15-\$90).

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Washington Health System Occupational Medicine Center for general drug and alcohol testing 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 Human Resources, of a professional services contract with Mon Valley Hospital to provide multiphasic blood screening services for employees and spouses. This contract will be effective January 1, 2021 through December 31, 2021 at the following rates:

- Screening Rate – Multiphasic (37) blood testing per person - \$35.00
- Fees for COVID-19 Antibody screening - \$50.00

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the professional services contract with Mon Valley Hospital for multiphasic blood screening 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 Human Resources, of the renewal of the professional services contract with The Cameron Wellness Center of the Washington Health System for the purpose of providing employee wellness services. This contract will be effective January 1, 2021 through December 31, 2021, and rates will remain the same.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the professional services contract with The Cameron Wellness Center of the Washington Health System for employee wellness 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 the 2021 Special Budget in the amount of \$68,000. This budget will be used to cover supportive client services, child specific expenses, expenses related to the recruitment and retention of resource families, ancillary court expenses as well as meeting and event recognition expenses. No additional county funds are required.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the 2021 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 Behavioral Health and Developmental Services, of a provider agreement addendum with The Academy for Adolescent Health, Inc. to extend the term of the agreement six months to June 30, 2021. The contract authorization amount will increase by \$25,000 to \$50,000, and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement addendum with The Academy for Adolescent Health, 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 Developmental Services, of an agreement with Southwest Behavioral Health Management, Inc. for the provision of administrative oversight and behavioral health services provided by Washington County BHDS for the period of January 1, 2021 through December 31, 2021. The contract authorization amount is \$995,655.76 payable in twelve installments of \$82,971.31 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Southwest Behavioral Health Management, 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 Developmental Services, of the following meeting and training expenses for the period of January 1, 2021 through December 31, 2021. The total expenses will not exceed \$18,218 and no additional county funds are required.

<u>EXPENSE</u>	<u>AMOUNT</u>
Meeting	\$4,045
Training and outreach	7,890
Early Intervention training	6,283
TOTAL	<u>\$18,218</u>

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the meeting and training expenses.

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 provider agreement with the Greater Pittsburgh Community Food Bank for the implementation of the State Food Purchase Program (SFPP) for the period of December 17, 2020 through June 30, 2021. The contract authorization amount is \$243,236.19 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the provider agreement with the Greater Pittsburgh Community Food Bank for the implementation of the State Food Purchase Program.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – No; Mrs. Vaughan – Yes.

Motion carried.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Human Services, of a provider agreement with the Greater Pittsburgh Community Food Bank for the implementation of the Temporary Emergency Food Assistance Program (TEFAP) for the period of February 1, 2020 through June 30, 2021. The contract authorization amount is \$37,000 and no additional county funds are required.

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Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the provider agreement with the Greater Pittsburgh Community Food Bank for the implementation of the Temporary Emergency Food Assistance Program.

Roll call vote taken:

Mr. Sherman – Yes; Mr. Maggi – No; Mrs. Vaughan – Yes.

Motion carried.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Human Services, to enter into a provider agreement with SPHS Connect, Inc. for the administration of the Homeless Assistance Program COVID-19 grant to provide homeless assistance for the period of July 1, 2020 through December 31, 2020. The contract authorization amount is \$30,000 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mrs. Vaughan, approving the provider agreement with SPHS Connect, Inc. for the administration of the Homeless Assistance Program COVID-19 grant.

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, of a month-to-month contract extension on the following contracts until the new request for proposals (RFP) have been received and reviewed.

- **Swartz Campbell** - 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.
- **Campbell Durant** - Representing the county in various labor and employment issues and negotiations as requested by Human Resources Department and/or the Board of Commissioners.
- **Weber Gallagher** - 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.
- **Michael Crabtree** - Providing pre-employment psychological evaluations and psychological evaluations for probations officers to carry firearms as directed by the Washington County Department of Human Resources at a rate of \$195 (\$19 increase) per evaluation.
- **USI Insurance Services (formerly Wells Fargo)** - Providing employee benefits in respect to group medical, dental, vision, life/AD&D, disability, group retiree medical.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the month-to-month contract extensions listed above.

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 a lease agreement with Gross Industrial Construction Company, Inc., Washington, Pa. for office space for MDJ Ward 27-3-10. This agreement will be effective March 1, 2021 through February 28, 2026 with the option to extend for two additional five-year periods at the following rates:

- First five-year term – March 1, 2021 – February 28, 2026 - \$2,000.80/month (14.64/sq. ft.)
- Second five-year term – March 1, 2026 – February 28, 2031 - \$2,062.30/month (15.09/sq. ft.)
- Third five-year term – March 1, 2031 – February 28, 2036 - \$2,123.80/month (15.54/sq. ft.)

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the lease agreement for office space for MDJ Ward with Gross Industrial Construction Company, 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 Public Safety, of a maintenance and support agreement with MRA, Incorporated, Washington, Pa. for software for the radio console purchased on the GSA contract from Avtec. This maintenance agreement will be effective January 1, 2021 through December 31, 2021, at a total amount of \$77,487.93. The total cost of this maintenance will be paid from the Public Safety state collected surcharge.

Note: This agreement covers the systems at both the primary and airport locations.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the maintenance and support agreement with MRA, Incorporated for software for the radio console.

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 a maintenance and support agreement with MRA, Incorporated, Washington, Pa. for software and hardware for the logging recorder purchased on the GSA contract from Eventide.. This maintenance agreement will be effective January 1, 2021 through December 31, 2021, at a total amount of \$26,550. The total cost of this maintenance will be paid from the Public Safety state collected surcharge.

Note: This agreement covers the systems at both the primary and airport locations.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the maintenance and support agreement with MRA, Incorporated for software and hardware for the logging recorder.

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 Behavioral Health and Developmental Services, of the purchase of one flip phone with activation from AT&T to be utilized by the administrator to make calls to the appropriate staff with instruction in case of a shutdown. The flip phone is free with activation and the cost of the service is \$29.99/month with unlimited talk-text and will be paid from their operating budget.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of one flip phone from AT&T.

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 Domestic Relations, of the purchase of one flip phone and one iPhone with activation from AT&T. The flip phone is free with activation and the cost of the service is \$29.99/month with unlimited talk-text. The iPhone is \$44.99/month, with unlimited talk, text, data, mobile hot spot. Costs will be paid from their operating budget.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of one flip phone and one iPhone from AT&T.

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 purchase of licensing and conversion from a yearly maintenance to a subscription-based model of the VPN that connects mobile units to the CAD System in the Public Safety department. The initial cost for this endeavor is \$24,036 (\$12,318 for software and \$11,718 for the first year subscription costs), which is recommended for approval by Public Safety to be paid via their operating budget. The subscription-based coverage will include renewals for 2022 and 2023 at a cost of \$11,718/year.

Note: Per Public Safety: “With the change from maintenance to SaaS, we should see a savings initially, and then this will be moving over to the Beaver-Washington joint CAD project in the long term.”

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The software purchase is covered by CoStars 6. The NetMotion portion is a three-year professional services agreement.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase of licensing and conversion from a yearly maintenance to a subscription-based model of the VPN that connects mobile units to the CAD System in the Public Safety 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, of the revised guidelines for suppliers to Washington County to include the following: Bid limit increases – Act NO. 2011-86. The bid limit thresholds will increase from \$21,000 to \$21,300 and from \$11,300 to \$11,500 for written quotes (with the annual adjustment for inflation). The new limits will be effective January 1, 2021. This booklet was developed and approved in 1994 and revised Minute No. 932 dated September 6, 2012. There have been changes in the county code and purchasing procedures that needed to be incorporated into the book, including Sections 1801, 1802, 1803 and 2317. As per the county solicitor, the county does not intend to have a bidding amount that is more stringent than the state requirement.

Note: The 2021 annual adjustments to the bid limit thresholds and telephonic quote thresholds under the County Code and Second Chance Class County Code were published in the December 11, 2020 issue of the Pennsylvania Bulletin.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the revised guidelines for suppliers.

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, of the revised Purchasing Policy and Procedure Manual to include the following: Bid limit increases–Act NO. 2011-86: The bid limit thresholds will increase from \$21,000 to \$21,300 and from \$11,300 to \$11,500 for written quotes (with the annual adjustment for inflation). The new limits have been in effect since January 1, 2021. This booklet was developed and approved in 1994 and revised Minute No. 932 dated September 6, 2012. There have been changes in the purchasing procedures that needed to be incorporated into the book, including Sections 1801, 1802, 1803 and 2317. As per the county solicitor, the county does not intend to have a bidding amount that is more stringent than the state requirement.

Note: The 2021 annual adjustments to the bid limit thresholds and telephonic quote thresholds under the County Code and Second Chance Class County Code were published in the December 11, 2020 issue of the Pennsylvania Bulletin.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the revised Purchasing Policy and Procedure Manual.

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, December 16, 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, December 25, 2020, in observance of Christmas Day and Friday, January 1, 2021, in observance of New Year's Day. The Organizational Salary Board meeting of the Washington County Commissioners will be held at 10 a.m., Monday, January 4, 2021.

SOLICITOR

None.

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There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 10:41 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, 2021
ATTEST: Cynthia J. Keffer
CHIEF CLERK