

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED\_F1808491KV

Minute No. 1124

February 18, 2021

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; 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; Pastor Rob Grewe; and retired historian Walter Seal.

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

The Rev. Rob Grewe led the meeting with a prayer.

Commissioner Maggi led the Pledge of Allegiance.

Mrs. Vaughan entertained a motion approving Minute No. 1123 dated February 4, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1123, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Sherman read a proclamation declaring February 18, 2021, T. Morgan Jones Day.

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

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENTS

Local retired historian and artifact collector Walter Seal thanked the Commissioners for this proclamation. Mr. Seal realized 10 years ago there was nothing on Black history in Pennsylvania prior to the 19<sup>th</sup> century. Mr. Seal stated that Mr. Jones fought in the 127<sup>th</sup> U.S. Colored Troops. He again thanked the Commissioners for this long overdue recognition of T. Morgan Jones.

OLD BUSINESSBID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing, award the bid contract for linen supplies for the Correctional Facility to the listed vendors for their “per unit” costs submitted in their bid.

- ATD-American Company, Wyncote, PA
- Anchor Wiping Cloth, Detroit MI
- Phoenix Textile Corporation, O’Fallon MO

The contract will be effective February 18, 2021 through December 31, 2021, with the option to extend through December 31, 2022, at a total yearly cost of approximately \$30,000. This bid is being awarded to the lowest most responsive and responsible bidders meeting the specifications. This service for the correctional facility was approved at the Prison Board meeting held on February 17, 2021, Minute No. PB 2-17-21.

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

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 Redevelopment Authority of the County of Washington of a change order with Cast and Baker showing a deduct of \$299,435.90 that reflects as-built (actual) quantities for all work completed to date on the Northside Hangar Site Preparation project,

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including force account work done on slide area #2. This Change Order was reviewed and recommended for award by the Redevelopment Authority and L.R. Kimball Engineering.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the change order with Cast and Baker.

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 the addition of the Local Government Academy, to the approved list of county associations.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the addition of the Local Government Academy to the approved list of county associations.

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 letter of amendment to the reimbursement agreement, with the Pennsylvania Department of Transportation for Chartiers #58 bridge in the City of Washington. Costs will increase from \$260,000 to \$531,000 for the final design and utility/right of way and will be paid 80% federal, 15% state and 5% county. Approval also certifies the Chair of the Board of Commissioners as the signature authority for the agreement.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the letter of amendment with the Pennsylvania Department of Transportation for Chartiers #58 bridge in the City of Washington.

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 Aloe Family Unit B Division Order with Range Resources at a decimal interest of 0.00095831. The division order is associated with the non-surface lease on the Panhandle Trail in Robinson Township.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the division order with Range 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 the Planning Commission, of an agreement with Dawood Engineers in the amount of \$1,285,085.06 for three inspection cycles over the course of six (6) years. Approval also designates the Diana Irely Vaughan, Chair of the Board of Commissioners, as the signature authority for the agreement.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Dawood Engineers.

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 reimbursement agreement with the Pennsylvania Department of Transportation (PADOT) for the National Bridge Inspections Standards (NBIS) for three inspection cycles over the course of six years. The total cost is \$1,340,754.02 (\$1,285,085.06 for Dawood's costs and \$55,668.96 for in-house inspections) and will be reimbursed 80% federal and 20% county. Approval also designates the Chair of the Board of Commissioners as the signature authority for the agreement.

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Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Pennsylvania Department of Transportation for NBIS inspections.

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 a grant agreement with the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) for the COVID-19 Hospitality Industry Recovery program. The agreement is in the amount of \$2,343,028 and will be for the period of February 12, 2021 through June 15, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the grant agreement with the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) for the COVID-19 Hospitality Industry Recovery 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 District Attorney, of an agreement and certification for the Equitable Sharing program with the United States Department of Justice and the United States Treasury. The agreement and certification is for the period of January 1, 2019 through December 31, 2019.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement and certification for the Equitable Sharing program with the United States Department of Justice and the United States Treasury.

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 (RACW) as agent for Washington County Airport, of a grant agreement in the amount of \$500,000 with the Pennsylvania Bureau of Aviation for the Northside slide remediation.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Pennsylvania Bureau of Aviation for the Northside slide remediation.

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 agreement with the Washington Industrial Development Corporation for administration of the Washington County COVID-19 Hospitality Industry Recovery Program. The agreement provides for a not-to-exceed application fee of \$500 per application, which is the maximum allowed under the grant.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with the Washington Industrial Development Corporation for administration of the Washington County COVID-19 Hospitality Industry Recovery 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, of the following provider agreements for COVID-19 related emergency shelter services for the period of March 1, 2020 through September 30, 2022. The grant funds are provided by the U.S. Department of Housing and Urban Development and no additional county funds are required.

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<u>PROVIDER</u>	<u>AMOUNT</u>
Connect, Inc.	\$200,000
Blueprints	1,300,000
<b>TOTAL</b>	<b><u>\$1,500,000</u></b>

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

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 a provider agreement with Blueprints for the administration of the Emergency Rental Assistance Program COVID-19 grant to provide rental and utility assistance for the period of February 1, 2021 through December 31, 2021. The contract authorization amount is \$6,102,304 and no additional county funds are required.

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

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, of a five-year preventative maintenance agreement with Daikin Applied, Monroeville, Pa., to include two preventative maintenance visits and reports for the McQuay Chiller at the Courthouse at the following rates and all costs will be paid from their operating budget.

- 2021 – 2022 - \$4,512.00
- 2022 – 2023 - \$4,648.00
- 2023 – 2024 - \$4,788.00
- 2024 – 2025 - \$4,932.00
- 2025 – 2026 - \$5,080.00

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Daikin Applied.

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 a Microsoft Enterprise agreement with CDW-G. This is a 36-month agreement at the cost of \$201,708.19 each year and will be paid by the General Fund, Courts, Children and Youth Services, Domestic Relations, MH/MR, Adult Probation, Public Safety, Liquid Fuels, Drug Task Force, etc.

**Note:** This covers windows, desktops, servers, and Office 365 for the entire county which includes our exchange environment as well which is currently hosted by ideal and is \$100,000 and also includes the courts exchange which was around \$16,000 and added their desktop licenses. We are actually saving money moving forward.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with CDW-G.

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 Correctional Facility, of an addendum to our current agreement for inmate telephone services with ICSolutions, San Antonio, Texas, to deploy 225 wireless inmate tablets, plus an inventory of replacement tablets onsite including additional video visitation stations and inmate telephone as well in this proposal. ICSolutions will provide the county/jail with a \$25,000 technology grant which will be fully funded and available to the county/jail immediately upon activation of ICSolutions services. The agreement will remain

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in effect for a period of five years from the date of execution with optional renewals thereafter. This service for the correctional facility was approved at the Prison Board meeting held on February 17, 2021, Minute No. PB 2-17-21.

- **The Bridge Inmate Tablets:** ICSolutions will deploy 225 wireless inmate tablets, including an inventory of replacement tablets stored onsite. Our tablet solution includes the following components:  
Inmate Calling app – enables secure inmate calling through ICSolutions' ENFORCER® platform; standard usage rates and security controls apply. There is no cost for an inmate to use a tablet to access free inmate services – such as education, commissary ordering, scanned postal mail retrieval, or law library research. The cost to access streaming entertainment content like music, games, and movies, is \$0.05 per minute. A \$0.05-per-minute rate also applies when inmates use tablets to read/write emails; no per-message charges apply when inmates send emails to family/friends. The public can send messages to inmates at the rate of \$0.25 per email or photo – 50 percent less than rates charged by our competitors. The County will receive commissions on all tablet revenue, including messaging and per-minute usage charges, at the rate of 25 percent of gross revenue.
- **Beacon JMS:** ICSolutions will provide the Beacon Jail Management System at no cost to the County, including installation and the first three years' maintenance.
- **Video Visitation Upgrade:** ICSolutions will upgrade your expand your existing 15 video visitation kiosks to 23 of our latest-model V17 video kiosks. ICSolutions will also enable touchscreen access to Washington County's Lexis Nexis law library service on the V17 kiosks, as well as commissary ordering, facility-to inmate information sharing, and document posting.
- **Additional Phones:** ICSolutions will install up to ten additional inmate telephones at locations specified by the County.
- **The Attendant:** ICSolutions will turn on The Attendant, an interactive voice response system to provide public and inmate callers with automated information.
- **Offsite Mail Scanning (Optional):** If desired by the County, ICSolutions can implement a mail scanning service, whereby non-legal postal mail is scanned offsite and delivered to inmates electronically via The Bridge tablets and The Visitor™ video visitation kiosks. There is no cost to the County for this optional service. However, should the County choose to deploy mail scanning, your commission rate for tablet usage will be adjusted to 25 percent of streaming entertainment content only; ICSolutions will retain the messaging revenue to help offsite the cost of the offsite mail scanning program.
- **Technology Grant:** ICSolutions will provide the County with a \$25,000.00 Technology Grant, which may be spent entirely at the County's discretion. The \$25,000.00 Technology Grant will be funded in full immediately upon execution of the contract amendment.
- **Inmate Phone Commissions:** ICSolutions will pay Washington County 55 percent of adjusted gross revenue generated by all inmate calls of every kind including local, in-state long distance, interstate, and international calls. ICSolutions will retain the first \$0.25 of revenue generated by each inmate phone call. The County will receive commissions on the total gross revenue generated after the first \$0.25 of each call (Adjusted Gross Revenue).

All other terms of the agreement will remain in effect and unchanged, including current rates and fees for inmate calling and video visitation. Washington County will continue to receive commissions on remote video visitation at the rate of 50 percent of Total Gross Revenue. As always, Washington County will also continue to enjoy local technical service; 24 x 7 x 365 live, U.S. based customer service for facility staff and customers; and online storage of all call recordings and data for the life of the contract.

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

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 Purchasing, Human Services and Aging, to extend the proposal for congregate meals with Eat N Park Hospitality Group Inc., Homestead Pa., at a cost of \$6.50 per meal. This agreement shall extend for three additional months as funding allows. Funding will be from the Community Development Block Grant (CDBG).

Moved by Mr. Sherman; seconded by Mr. Maggi, approving to extend the proposal for congregate meals with Eat N Park Hospitality Group, 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 Technology, of an agreement with DQE Communications for the provision of a dedicated internet line for the Courthouse effective February 18, 2021 through October 1, 2022. The cost of the new internet line will be \$1,500 per month and will be paid from their operating budget.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with DQE Communications.

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 Correctional Facility, of the purchase of one 40-gallon tilting kettle from Curran Taylor, Inc., Canonsburg, Pa. for the dietary area, at a total cost of \$25,433.71. Costs will be paid from the Inmate Welfare Fund. The requested item would be purchased via DGS Costars 36, and therefore does not require bidding. The proposed item would replace aged dietary equipment that has been removed from service. This service for the correctional facility was approved at the Prison Board meeting held on February 17, 2021, Minute No. PB 2-17-21.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase from Curran Taylor, 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 Technology of payment for software maintenance from Environmental Systems Research Institute (ESRI), Redlands, Calif., in the amount of \$29,780.00. This maintenance is for the software to maintain and update the GIS software utilized by Information Technology, Public Safety, Tax Assessment, and Planning. The maps developed through this software are the foundation of the computer aided dispatch system. Funding for this support will be paid by Information Technology, Public Safety, Tax Assessment, and Planning. The proposed purchase is in accordance with the pricing on the PA State Contract and therefore does not require bidding.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the purchase from Environmental Systems Research Institute.

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, February 17, 2021, following the agenda meeting to discuss personnel. The regularly scheduled Salary Board and Retirement Board meetings will be immediately following today's meeting.

#### SOLICITOR

Solicitor Grimm presented to the Board for their consideration and approval of a tax refund in the amount of \$1,731.13.

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POLESKY FRED SR. & LUCILLE  
408 MARNEY DRIVE  
CORAOPOLIS, PA 15108  
Tax Year: 2021  
District BENTLEYVILLE  
Parcel 040-043-00-02-0012-00  
Amount \$70.73

MAYNE STEVEN D.  
43 BOONE ROAD  
WASHINGTON, PA 15301  
Tax Year: 2021  
District BUFFALO  
Parcel 060-016-00-00-0003-03  
Amount \$36.92

GASDEK BARRY D.  
1969 JEFFERSON STREET  
LARAMIE, WY 82070  
Tax Year: 2021  
District CALIFORNIA  
Parcel 080-008-00-04-0018-00  
Amount \$1.2

LYNCH JASON D. & SHELLEY R.  
330 RELIANCE AVENUE  
BROWNSVILLE, PA 15417  
Tax Year: 2021  
District CENTERVILLE 2<sup>ND</sup> W  
Parcel 152-027-00-03-0013-00  
Amount \$4.29

DIETZ MARY LOU VETERANS  
EXEMPTION  
41 REMINGTON DRIVE  
WASHINGTON, PA 15301  
Tax Year: 2021  
District CHARTIERS  
Parcel 170-018-05-00-0003-02  
Amount \$629.17

THOMPSON CYNTHIA  
445 SPRUCE LANE  
HOUSTON, PA 15342  
Tax Year: 2021  
District CHARTIERS  
Parcel 170-016-19-00-0009-00  
Amount \$128.6

HINSON JOHN R. & DARLENE  
HORVATH  
363 MAPLE ROAD  
BURGETTSTOWN, PA 15021  
Tax Year: 2021  
District CROSS CREEK  
Parcel 210-003-00-00-0013-02  
Amount \$99.35

WAGNER ROBERT L. JR. &  
TIFFANY R.  
246 WAYNESBURG ROAD  
WEST ALEXANDER, PA 15376  
Tax Year: 2021  
District DONEGAL  
Parcel 230-005-00-00-0016-00  
Amount \$116.69

BUJANOWSKI BRUCE W.  
900 MCCLINTOCK AVENUE  
BELLE VERNON, PA 15012  
Tax Year: 2021  
District NORTH CHARLEROI  
Parcel 500-003-00-01-0009-00  
Amount \$83.35

ARNOLD SHANNON M. &  
ROBERT S.  
201 HICKORY CIRCLE  
CANONSBURG, PA 15317  
Tax Year: 2021  
District NORTH STRABANE  
Parcel 520-001-08-02-0001-00G  
Amount \$271.96

CARIO FAMILY SAMUEL L. &  
JANET  
1672 PORTER STREET  
WAYNESBURG, PA 15370  
Tax Year: 2021  
District SOMERSET  
Parcel 580-018-00-00-0009-08  
Amount \$10.48

KING DONALD R. & SUZANNE  
450 MOORE ROAD  
WASHINGTON, PA 15301  
Tax Year: 2021  
District SOUTH FRANKLIN  
Parcel 590-012-00-00-0005-00  
Amount \$17.38

MILLER JOHN C.  
190 REX ROAD  
WASHINGTON, PA 15301  
Tax Year: 2021  
District SOUTH FRANKLIN  
Parcel 590-012-00-00-0010-00  
Amount \$1.2

PRYOR DALE K.  
205 OLD SCALES ROAD  
WASHINGTON, PA 15301  
Tax Year: 2021  
District SOUTH FRANKLIN  
Parcel 590-010-00-00-0001-04  
Amount \$47.39

CHECQUE BARBARA L. &  
EDWARD J.  
6101 ROY STREET  
FINLEYVILLE, PA 15332  
Tax Year: 2021  
District UNION  
Parcel 640-003-02-02-0019-00  
Amount \$212.42

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

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 10:20 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: Cynthia B. Guffe February 26, 2021  
CHIEF CLERK