

## MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 1130

May 20, 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; President Judge John DiSalle; Court Administrator Patrick Grimm; Controller Mine Namie; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Treasurer Tom Flickinger; Public Safety Director Jeff Yates and employees Ryan Frazee and Justin Shawley; Recorder of Deeds/Tax Assessment Director Debbie Bardella; Behavioral Health and Developmental Services Director Jennifer Scott and employee Sandy Atkins; Mental Health Program Director Mary Jo Hatfield; Deputy District Attorney and Chief of Litigation Leslie Ridge; Clerk of Courts Brenda Davis and employees Regina Lindley, Tamera Mankey, Kelli Stein, Rachel Wilkinson, Hannah Ealy, Jen Dorazio, Kathleen Miller, Cheri Conroy and Noah Lambert; Veterans Affairs representative Leigh Mawhinney; Sheriff representatives Christy Saltzman and Wesley Hartman; Chairperson and Vice chairperson of the Washington County Veterans Advisory Council Sandy Young and Darrell Molinari; Planning representative Gracie Abel; Executive Secretaries Marie Trossman, Randi Marodi and Patrick Geho; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; The Rev. Mark Swoger of Holy Trinity Catholic Church; American Legion Post 940 representative Debbie Williams; Observer-Reporter representative Mike Jones; WJPA representative Bruce Sakalik; and concerned citizens Albert Yates and Jim Piper.

Mrs. Vaughan called the meeting to order at approximately 10:03 a.m., and announced this meeting is video and audio live streamed via Facebook.

The Rev. Mark Swoger led the meeting with a prayer.

Ms. Williams led the Pledge of Allegiance.

Mrs. Vaughan announced that Minute No. 1129 dated May 6, 2021, is being held in abeyance.

#### SPECIAL ORDER OF BUSINESS

Mrs. Vaughan read a retirement plate presented to Director of Public Safety Jeffrey Yates congratulating him for over 35 years of devoted and dedicated service with Washington County Public Safety/Emergency Services. She thanked him and his family for serving this community by putting in long hours and being on-call 24 hours. With a grateful heart Mrs. Vaughan wished him the greatest blessings in this next chapter of life.

Mr. Yates thanked the Commissioners for this recognition. He said he's had excellent support from the Commissioners, he's been blessed to have this career and equally blessed to have an amazing staff over the years.

Mrs. Vaughan remarked she was one of the commissioners that appointed Mr. Yates to this position. She also said Mr. Yates has been through five Boards of Commissioners which speaks volumes of the type of job you have performed for the County.

Mr. Maggi remarked even when he was a state police officer, he's had the opportunity to work with Mr. Yates on numerous occasions, and he has always been a gentleman and a professional.

Mr. Sherman stated Mr. Yates, when responding so quickly to his phone calls. He remarked when this pandemic began, he said there is no one other than Mr. Yates that he would have wanted to work with because of his being so gracious, knowledgeable, and having his friendship.

Mr. Albert Yates, Jeff's father, remarked he was so proud. He thanked the Commissioners for honoring his son.

Mr. Sherman read a proclamation declaring May 20, 2021, as Mental Health Awareness 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.

Administrator of Behavioral Health and Developmental Services Jennifer Scott accepted the proclamation, along with Mental Health Program Director Mary Jo Hatfield.

Ms. Scott thanked the commissioners for recognizing this important day which she thinks is an important focus on the entire year. She stated she is fortunate to have this county that supports mental health in all realms and a great support staff to work with.

Ms. Hatfield also thanked the Commissioners for recognizing the importance of mental health awareness along with their wellness and recovery for all that are served.

Mrs. Vaughan thanked them for the work that they do to serve our residents. She also stated the age seems to be affecting those residents that are younger.

#### PUBLIC COMMENTS

Chairperson of the Washington County Veterans Advisory Council representative Sandy Young expressed her displeasure of the relocation and restructuring of the County's Veterans Affairs office, such as being under the direction of Human Services. Ms. Young is not pleased with the placement and accessibility of the offices.

Mrs. Vaughan thanked Ms. Young for her comments, and instructed Ms. Young to copy Mrs. Vaughan so she can address these concerns.

Mr. Maggi noted that Ms. Young is the first female Commandant of the Washington County Marine Corp League. He also thanked her for her service.

Clerk of Courts elected official, Brenda Davis, asked to table the resolution that President Judge DiSalle and the Board of Commissioners designate Adult Probation as the agent for collections for fines, fees, costs and restitutions that has occurred in the Clerk of Courts office for the 25 plus years. She stated she is not sure why this is coming about, and possibly is the result of the exit meeting from the State Auditor General's Office detailing the findings and misappropriation and misbehaviors of the office, due to the lack of internal control and lack of oversight in the office. She stated there was short notice that collections was being removed from the Clerk of Courts Office, and four employees were being terminated. Ms. Davis asked to table this resolution and wait for the final release to the public from the Auditor General's audit which are the findings that occurred during her predecessor's four years.

Mrs. Vaughan thanked Ms. Davis, and assured the staff that no one is being terminated. Mr. Sherman also stated that no employee is being terminated.

#### OLD BUSINESS

##### BID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing, approve the professional services request for quotes for radio communications consulting and engineering services to Mission Critical Partners, Wexford, Pa., at a total cost of \$59,162. Funding to be determined.

**Note:** This is for Phase 1, needs assessment only.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the contract with Mission Critical Partners.

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 Human Resources, approve the professional services request for proposals for the design of the Washington County logo and seal to Bynums Marketing and Communications, Pittsburgh, Pa. at a total cost of \$10,000.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the contract with Bynums Marketing and Communications.

Roll call vote taken:

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

Motion carried unanimously.

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IMB LIMITED E1808491KV

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, on behalf of Register of Wills, of an agreement with Dennis M. Makel, Esquire, to serve as solicitor for the Register of Wills' office at a rate of \$200/month. This agreement will be effective May 23, 2021, and shall be continuous until terminated at any time by either party upon a 30 day written notice.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Dennis M. Makel, Esquire.

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, of the reappointment of Jane Sarra to the Children and Youth Advisory Board, and the appointment of Ashley Duff to the Elections Review Committee.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the above 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, to adopt a resolution between the Commissioners and the President Judge, to designate the Adult Probation office as the agent for the collection of all restitution, reparation, fees, costs, fines, and penalties in accordance with Section 9728 of the Sentencing Code on or before June 1, 2021.

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 the Planning Commission, of a deed of easement with the Pennsylvania Trolley Museum for a temporary easement and right-of-way to re-construct the existing sanitary sewer line and pump station located within the Trolley Museum property.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the deed of easement with the Pennsylvania Trolley Museum.

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 Nottingham Township for the repair of a slide on Mansion Hill Road in Mingo Creek County Park. Washington County will purchase materials (stone and asphalt) and Nottingham will provide engineering, equipment, labor and construction of the road repair. Material costs will be paid from Mingo gas lease funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Nottingham Township for the repair of a slide on Mansion Hill Road in Mingo Creek County Park.

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 agreements for special activities in Washington County Parks. A letter of authorization for small activities will only occur once. Special activities agreement if the liability to the County is significantly

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increased and will utilize a large portion of the park or facilities beyond designed capacity; commercial use license to be issued annually for use of the park to conduct personal commercial activity for profit such as professional photography; dog training ; driving lessons etc. Each form will delineate the activity, general requirements, insurance requirements, indemnity and any special requirements specific to the activity.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreements for special activities in Washington 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 authorization to advertise for engineering services to design a repair to the tunnel liner on West Alexander CSX Tunnel #2.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving authorization to advertise for engineering services for the West Alexander CSX Tunnel.

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, of an extension for a project activity completion with the Commonwealth of Pennsylvania, Department of Community and Economic Development for the Neighborhood Stabilization Program. The request will extend the completion for the Acquisition for Rehabilitation project to September 10, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the extension request with the Commonwealth of Pennsylvania, Department of Community and Economic Development.

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 Washington County Airport, of a settlement agreement and mutual release with J. Falosk Contract Machining, Inc. in an amount not to exceed \$36,500. Costs will be paid \$24,000 Bureau of Aviation grant monies and \$12,500 airport operating monies.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the settlement agreement and mutual release with J. Falosk Contract Machining, 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 Finance and Public Safety, of a renewal grant application with the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency for the Emergency Management Performance Grant. The application is in the amount of \$182,573.62 and will be for the period of October 1, 2020 through September 30, 2021. The application will be electronically signed by Joshua J. Hatfield, Finance Director per the previously approved resolution.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal grant application with the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency for the Emergency Management Performance Grant.

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, of the renewal of the county's property and casualty insurance for 2021-2022 with PA Counties Risk Pool for general liability, auto liability, public officials liability, privacy and security liability, property coverage, equipment breakdown and crime coverage. The annual premium is \$622,586 and covers the period of June 1, 2021 through June 1, 2022.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving county's property and casualty insurance for 2021-2022 with PA Counties Risk Pool.

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 an arbitration award issued for terms and conditions for a Collective Bargaining agreement between Washington County and Teamsters Local 249 on behalf of the Assistant District Attorneys and Public Defenders for the period of January 1, 2019 through December 31, 2022. This award will replace the agreement that expired on December 31, 2018, and will be revised to integrate the terms and provisions, and the annual increase in wages as follows: 2020 - 2.5% increase in wages; 2021 - 3% increase in wages and 2022 - 2.75% increase in wages.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the Collective Bargaining agreement between Washington County and Teamsters Local 249.

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 funding proposal for a field staff safety-monitoring system. The system can be used to alert the County as well as police in the event of an emergency.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving a funding proposal for a field staff safety-monitoring system.

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 Justice Works Youth Care for visitation services for the period of April 1, 2021 through June 30, 2022. The contract authorization amount is \$100,000 and no additional county funds are required.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the provider agreement with Justice Works Youth Care.

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 accessAbilities for the period of July 1, 2020 through June 30, 2021. The contract authorization amount will increase from \$18,863 to \$168,996, and no additional county funds are required.

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

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, of an agreement with Remington and Vernick Engineers, Pittsburgh, Pa. to provide schematic design services for the Crossroads Building (6<sup>th</sup> floor). Costs will be paid at their contractual hourly rates with a not to exceed figure of \$18,440, including a not to exceed amount of \$1,500 for all reimbursable expenses as outlined within our agreement.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Remington and Vernick 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 Purchasing and the Chief of Staff, of the leasing of 10 vehicles for the Sheriff's Department; four vehicles for the District Attorney's Office and one Interceptor for Domestic Relations, under our fleet management contract with BBL Fleet, Bridgeville, Pa.

**Note:** Sheriff's vehicles include nine Ford Interceptors (two unmarked) and one truck for the Parks. District Attorney's vehicles include three unmarked Ford Explorers and one Ford Interceptor with cage for transports. Domestic Relations is for one Interceptor. We will save an average of \$1,500 to \$2,000 per vehicle and \$200,000 over five years with leasing versus purchasing outright.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the leasing of vehicles with BBL Fleet.

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 renewal agreement with Brian Norris Consulting Services for the Courts web services as well as maintenance and support for the Electronic Retrieval System (ERS) effective through December 31, 2022. The ERS provides the ability to accept credit card or ACH payments for online services at an amount not to exceed \$25,000.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal agreement with Brian Norris Consulting 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 the Redevelopment Authority of the County of Washington, to adopt a resolution approving the 2021 action plan for the Community Development Block Grant program.

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 the Redevelopment Authority of the County of Washington, to adopt a resolution approving the amendments and revisions to the Community Development Block Grant program, which is part of the County's consolidated and annual action plan.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving resolution.

Roll call vote taken:

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

Motion carried unanimously.

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ANNOUNCEMENTS

An Executive Session was held at 10 a.m. Wednesday, May 19, 2021, following the agenda meeting to discuss personnel and litigation. The regularly scheduled Salary Board meeting will be immediately following today's meeting. All county offices will be closed Monday, May 31, 2021, in observance of Memorial Day.

SOLICITOR

Solicitor Grimm presented to the Board for their consideration and approval of a tax refund in the amount of \$966.50.

PETRONE LEO P. & BARBARA K.  
38 HAHN ROAD WEST  
CANONSBURG, PA 15317  
Tax Year: 2020  
District CECIL  
Parcel 140-013-00-00-0012-07  
Amount \$104.07

YKR BROADWAY LLC  
734 AGUSTA DRIVE  
BRIDGEVILLE, PA 15017  
Tax Year: 2020  
District CECIL  
Parcel 140-006-00-00-0079-00  
Amount \$293.86

HARVEY DANIEL J.  
207 MCCORMICK AVENUE  
BENTLEYVILLE, PA 15314  
Tax Year: 2021  
District BENTLEYVILLE  
Parcel 040-060-00-01-0016-00  
Amount \$6.66

PETRONE LEO P. & BARBARA K.  
38 HAHN ROAD WEST  
CANONSBURG, PA 15317  
Tax Year: 2021  
District CECIL  
Parcel 140-013-00-00-0012-07  
Amount \$79.07

GRIFFITH CLAYTON W.  
566 BIRCH DRIVE  
HOUSTON, PA 15342  
Tax Year: 2021  
District CHARTIERS  
Parcel 170-016-00-00-0009-00  
Amount \$2.15

MCPHAIL KENNETH A.  
180 VIEW AVENUE  
STRABANE, PA 15363  
Tax Year: 2021  
District NORTH STRABANE  
Parcel 520-015-02-07-0011-00  
Amount \$0.72

CORBIN TIMOTHY A. & DEBRA  
HICKEY  
30 BROOK LANE  
EIGHTY FOUR, PA 15330  
Tax Year: 2021  
District NOTTINGHAM  
Parcel 530-002-00-00-0074-00  
Amount \$90.5

THOMAS A. ROBINSON FAM LTD  
PART  
108 FROST VALLEY DRIVE  
MCMURRAY, PA 15317  
Tax Year: 2021  
District PETERS TOWNSHIP  
Parcel 540-009-03-01-0007-00  
Amount \$9.29

THOMAS A. ROBINSON FAM LTD  
PART  
108 FROST VALLEY DRIVE  
MCMURRAY, PA 15317  
Tax Year: 2021  
District PETERS TOWNSHIP  
Parcel 540-009-03-01-0008-00  
Amount \$325.54

PLUVIOSE CLAUDE M. &  
VANESSA H.  
138 GOLDNE EALE DRIVE  
WASHINGTON, PA 15301  
Tax Year: 2021  
District PETERS TOWNSHIP  
Parcel 540-004-00-00-0048-00  
Amount \$43.46

MYZAK JOSEPH A. & NAPUI AK  
LANGUD  
1245 WASHINGTON ROAD  
WASHINGTON, PA 15301  
Tax Year: 2021  
District SOUTH STRABANE  
Parcel 600-001-00-00-0046-02  
Amount \$6.66

LOCKE MICHAEL H. & ANNA  
MARIE  
326 MINGO CHURCH ROAD  
FINLEYVILLE, PA 15332  
Tax Year: 2021  
District UNION  
Parcel 640-011-00-00-0003-00  
Amount \$4.52

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

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 10:35 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

ATTEST: Cynthia J. Suffer June 1, 2021  
CHIEF CLERK

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