

MINUTE BOOK

BOARD OF COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMB LIMITED E1808491KV

Minute No. 1137

October 7, 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 President Judge Solicitor Jana Grimm; Chief of Staff John Haynes; Finance Director Josh Hatfield; Human Resources Director Shelli; Sheriff Deputy Tony Andronis; Deputy Frankie; Treasurer Tom Flickinger; Buildings and Grounds Director Justin Welsh; Court Administrator Patrick Grimm; Veterans Affairs representative Leigh Mawhinney; Clerk of Courts Brenda Davis; Planning representative Gracie Radu; Executive Secretaries Marie Trossman and Randi Marodi; Finance Director Josh Hatfield; Recorder of Deeds representative Paula Macik; Prothonotary Laura Hough; Human Resources Director Shelli Arnold; Kristen Vanderman; Wendy Bowes; Carrie Perrell; Ed Bedwell; Observer-Reporter representative Mike Jones; WJPA Radio representative Joe Jasex; DVSSP representatives Alexander Brooks, Matthew Mansfield and Cherish Diviney; Kim Oyler; Sue Brini; Susan Nivella; Ashley Duff; Bob Patterson; Melanie Patterson; Beverly Generie; Gary Lenik; Corey McConn; Bonnie Rankin; Dale Brauchler; Denise Stabico; Stephanie Rossi; Kerry Gallick; L. Molinaro; Antoinette Fita; Donald Fitch; Judy Stapel; Greg Edwards; Ann Thomas; and Becky Reid.

Mrs. Vaughan called the meeting to order at approximately 2:00 p.m., and announced this meeting is video and audio live streamed via Facebook.

Commissioner Irey Vaughan led the meeting with a prayer.

Mr. Brooks led the Pledge of Allegiance. Mr. Brooks is also a member of PA VetPets.

Mrs. Vaughan entertained a motion approving Minute No. 1136 dated September 16, 2021.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1136, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Maggi read a proclamation for Domestic Violence Services of SWPA.

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

Roll call vote taken:

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

Motion carried unanimously.

Domestic Violence Services of SWPA representative Alexandra Brooks spoke on the importance of these services. Offered are two safe houses, one in Washington County and one in Fayette County. Either you or someone in your community knows someone that is dealing with this struggle.

THE BOARD OF COMMISSIONERS' RESPONSE

Mrs. Vaughan announced there has been a Public Comment policy change due to a number of citizens speaking on the same subject. Due to time constraints, Mrs. Vaughan asked that the following citizens choose a spokesperson: Kim Oyler, Susan Nitella, Ashley Duff, Bob Patterson, Melanie Patterson, Camille Papia, Ann Thomas and Laura Hough.

In the meantime Fern Sibert spoke a little on Cleaning Up the County. She said for the last seven years she has been going around cleaning up the county. Ms. Sibert also stated she has found \$300 so far this year by people throwing trash or money out their car window. She urges everyone to do their part to help make Washington County void of litter.

There was a discussion regarding the audience was being silenced. Mrs. Vaughan explained to the audience the policy affords the speaker five minutes to speak on the same topic as numerous attendees.

Washington County resident Ann Thomas spoke regarding the questions she has about the government study and why it was rushed through.

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BID CONTRACT PURCHASES

Solicitor Grimm recommended the Board, on behalf of Purchasing and the Correctional Facility, to authorize R.A.M.E. Inc., Washington, Pa., our contract of record, to perform work including all labor, material, equipment and supervision to complete the following scope of work at a cost of \$66,000. Act 13 funding has been recommended.

- Remove and dispose existing insulation and membrane.
- Supply and install a new mechanically attached layer of 1.5" poly, installations on top and both sides of ductwork.
- Supply and install new 060 Johns Manville black EPDM on top and both sides of ductwork with associated flashings and trims on the Correctional Facility Roof

Moved by Mr. Sherman, seconded by Mr. Maggi, approving R.A.M.E., Inc., to complete the following scope of work at the Correctional Facility.

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 an amended division order with Range Resources for the Galaran Unit 4H in Jefferson Township as associated with the Panhandle Trail. The amendment revises the unit acreage from 500.1543 acres to 613.1863 acres and maintains the decimal interest of 0.00063603.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the amended division order with Range Resources for the Galaran Unit 4H.

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 Morgan Excavating LP/Pompei, Inc. for paving the approach roadway on the Cross Creek #5 bridge in Cross Creek and Independence Townships. The paving is the final repair required from flood damage incurred during the September 1st flooding event in Avella. The total amount will not exceed \$22,000 and costs will be paid from Act 44 bridge funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contract with Morgan Excavating LP/Pompei, 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 Behavioral Health and Developmental Services, to ratify a grant application with the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency for the Prevention and Diversion Care Manager project. The grant application is in the amount of \$145,824 and will be for the period of January 1, 2022 through December 31, 2023.

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Human Resources, of a revision to the Public Comment Policy. The policy will now permit that in the event that a large number of residents attend in concert to comment on a particular matter, a designated spokesperson will

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Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing and Information Technology, of authorization to advertise for proposals for a cloud phone system.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving authorization to advertise for a cloud phone 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 Purchasing and the Recorder of Deeds, approve a document scanning services agreement with Reynolds Business Systems, Emmaus, PA., at an estimated cost of \$15,508.75. Costs will be paid from the Recorder of Deeds Records Improvement Fund.

Note: This agreement includes scanning, indexing, adobe PDF formatting and conversion into their current operating system, "Landex." It will include the 1781 to 1924 and 1925 to 1951 Mortgage indices. This will conclude all such indices being a permanent part of their operating system. Additionally, neither Scantek, Inc. nor Kofile are able to perform the scanning, indexing, adobe PDF formatting and conversion into our current operating system utilizing the Russell Key System.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the document scanning services agreement with Reynolds Business Systems.

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 a professional services agreement with CBY Systems, Inc., York, Pa. for the purpose of providing pre-employment services for law enforcement employees related to PA Act 57. The membership fee is \$45 per year with respective fees for applicants at a not to exceed amount of \$125.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the professional services agreement with CBY Systems, Inc

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing and Public Safety, of an annual satellite phone service agreement with SatphoneStore, Miami, FL at a total amount of \$595/year, which includes 20 free minutes per month after which per minute charges will apply.

Note: The service on their handheld satellite phone is currently invalid/expired. This phone was traditionally equipped with a prepaid SIM that would have a bank of minutes available that expired after a certain time-period. Public Safety would like to proceed with this postpaid option, since it is cache equipment that is not regularly used.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the satellite phone service agreement with SatphoneStore.

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 Treasurer, to enter into an agreement for an on premise payment processing software/services with Creditron Corporation, Rockville MD at the following amounts:

Purchase price - \$32,540

Annual Subscription/Maintenance - \$8,325

Hosting Fee - \$1,200/month

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There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 2:40 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

_____, *October 19,* 2021
 ATTEST: *Cynthia B. Huff*
 CHIEF CLERK