

PLEASE BE ADVISED THAT THIS PUBLIC MEETING OF THE WASHINGTON COUNTY COMMISSIONERS IS VIDEO AND AUDIO LIVE-STREAMED ON THE COMMISSIONERS' FACEBOOK PAGE AND YOUTUBE. IF YOU HAVE NOT SIGNED IN AND ARE PRESENT AT THIS MEETING, PLEASE DO SO, SO THAT WE HAVE ACCURATE RECORDS.

AGENDA THURSDAY, JANUARY 4, 2024

1. **Opening of Meeting**
 - a. Prayer **Pastor Linda Mankey**
Buffalo Buffalo Church

 - b. Pledge of Allegiance **Jessica Lockett**
US Army Veteran

2. **Approval of Meeting Minutes** Minute No. 1176
December 14, 2023

(RECESS FOR PHOTOS)

3. **Public Comments**

THE VIEWS AND OPINIONS EXPRESSED BY THE SPEAKERS DURING PUBLIC COMMENT ARE EXCLUSIVELY THOSE OF THE SPEAKERS AND DO NOT REFLECT OR REPRESENT THOSE OF THE WASHINGTON COUNTY BOARD OF COMMISSIONERS AND HAVE NOT BEEN VERIFIED.

5. **The Board of Commissioners' Response**

6. **Old Business**
 - a. Contract Extension – Planning
 - b. Change Order – Planning
 - c. Bid Award – Purchasing
 - d. Bid Contract Purchase – Purchasing
 - e. Bid Extension – Purchasing
 - f. Bid Extension – Purchasing
 - g. RFP/BID Authorization – Purchasing

7. **New Business**

- a. Board Appointments – Chief Clerk
- b. Agreement – Chief Clerk
- c. Agreement – Chief Clerk
- d. Service Agreement – Purchasing
- e. Service Agreement – Purchasing
- f. Service Agreement – Purchasing
- g. Term Extension – Purchasing

8. **Announcements**

An Executive Session to discuss personnel and litigation was held at 10 a.m. on Wednesday, January 3, 2024, following the Agenda Meeting. The regularly scheduled Salary Board meeting will be immediately following today's adjournment. All county offices will be closed on Monday, January 15, 2024 in observance of Martin Luther King Day.

9. **Solicitor**

Tax refunds in the amount of \$10,933.98

10. **Adjournment**

The Washington County Commissioners met in regular session in Public Meeting Room G-16, in the Crossroads Center at 95 West Beau Street, Washington, Pa., with the following members in attendance: Commissioners Diana Irey Vaughan, Larry Maggi, and Nick Sherman. Also present were Solicitor Jana Grimm; Chief Clerk Cindy Griffin and Administrative Assistant Debbie Corson; Chief of Staff Jim McCune; Executive Assistants Marie Trossman, Randi Marodi and Patrick Geho; Financial Analyst Adam Petris; Recorder of Deeds Carrie Perrell; Prothonotary Laura Hough; Register of Wills James Roman; Human Resources Assistant Director Andrea Johnston; Justin Welsh, Buildings & Grounds; USN Veteran Angie Mattes; Bill West (Invocation); Owen Purcel, Washington County Authority; Director of Public Safety (EMS) Gerald Coleman; Michael Pierce, Veteran's Affairs; WJPA Radio Reporter Joe Jasek; Observer-Reporter Reporter Mike Jones; WPXI Reporters Tina Whites and Jamie; Citizen's Library Representatives Kathy Pienkowski and Diane Ambrose; WCFA Representatives Darrel Caputo, Noel McMullen, Bill, Ruth and Joey Manning; and residents Tim Kreger, Pat Maxon, Mary Lee Maggi, Cari San, Annie Shaner, AC Rowland, Les Subriek, Victoria Hassett, Tim Hassett, Betsy West, and Josh Hatfield.

Mrs. Vaughan called the meeting to order at approximately 2:01 p.m. and announced the meeting was being video and audio live streamed through YouTube and via the Commissioners' Facebook page.

Commissioner Vaughan introduced county resident and friend Bill West from Washington County, who led the meeting in prayer.

Commissioner Maggi introduced Angie Mattes, USN veteran from Washington, who led the Pledge of Allegiance.

Commissioner Irey Vaughan, who was presiding over her last meeting as a county commissioner, thanked her family, colleagues, friends, and taxpayers, who have been by her side during her career with the county.

Mrs. Vaughan entertained a motion to approve Minute No. 1175, dated November 16, 2023.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1175, as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

None.

RECESS FOR PHOTOS

PUBLIC COMMENT

The following Washington County residents provided public comment:

A.C. Rowland thanked everyone who signed a petition and wrote letters about the situation concerning Controller April Sloane, who has been charged with animal cruelty in the death of her pet dog. She asked for guidance to make sure the District Attorney, the Governor, and the Senate hold her accountable. She asked for an audit of the Controller's office and encouraged people to sign the on-line petition on Change.org.

Les Subrick also spoke about the April Sloane situation, stating that there is no excuse for what she is accused of doing.

Victoria Hassett, Mrs. Vaughan's daughter, thanked her mother for her 28 years of service. She described her mother is a public servant, not a politician who has served with integrity and honesty. She has worked for the taxpayers and not for the party. Her example needs to be recognized and remembered when we take to the ballot in upcoming elections. She hopes her behavior and leadership serves as an example for all elected officials.

Betsy West said she and her husband Bill met Mrs. Vaughan more than 20 years ago to form a group to bring together government, business leaders, and the church together to brainstorm about ways to benefit the

county. This has had a great impact on the county, and they have shared this on the national level with Intercissors for America. She thanked her for her service and for her hard work.

Diane Ambrose, interim assistant administrator of the Washington County Library System, who represents all 14 Washington County libraries, said the state legislators have been fighting with each other concerning funds that need to be released to organizations throughout the state, including libraries. She said Commissioner Ireya Vaughan offered to help, by giving advanced funding to the libraries while they wait for the state funds. She thanked the Commissioners for their support.

COMMISSIONERS' RESPONSES

Mrs. Vaughn responded that she supports funding a humane officer, which is not currently funded by the county. Several years ago, she and Mr. Maggi supported a government study ordinance after a former Clerk of Courts was convicted of stealing \$100,000 in taxpayer monies. This official received a paycheck from the county taxpayers for another year. In another instance, another county official was taken to jail and was still paid by taxpayers. She said the government study would have allowed the us to look at our form or government, because under the current system under we have no authority to remove or even suspend them without pay.

OLD BUSINESS

BID & CONTRACT EXTENSIONS

Solicitor Grimm recommended the Board, on behalf of Purchasing and Buildings & Grounds, approve the extension of the bid for kitchen and housekeeping supplies with the recommended vendors. (A-Z Janitorial Services, Washington, PA; Jack Frye Sales & Service, Monongahela, PA; Pyramid School Products, Tampa, FL; Central Poly Bag Corp., Linden, NJ). If approved, this contract will be effective January 1, 2024 through June 30, 2024, under the same contract terms and conditions.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid for kitchen and housekeeping supplies with the recommended vendors, effective January 1 through June 30, 2024.

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, approve the extension of the bid contract for auto parts with Smith's Auto Supply, Washington PA. This extension was recommended by Justin Welsh, Building & Grounds, W.C. Maintenance Garage, and the Purchasing Department. If approved, this contract will be effective January 1, 2024 through December 31, 2025, with the option to extend for one additional two-year period.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid contract for auto parts with Smith's Auto Supply, effective January 1, 2024 through December 31, 2025.

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, Human Resources and Elections, approve the contract extension with Express Employment Professionals, Washington, PA, for temporary staffing services at the 2024 percentage markup from the current Washington County employee rate. If approved, this contract will be effective February 1, 2024 through January 31, 2025.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the contract extension with Express Employment Professionals, effective February 1, 2024 through January 31, 2025.

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, approve the extension of the bid contract for electrical service work to Schultheis Electric, Latrobe, PA. All work is to be done based on a time and material rate, on an as-needed basis. This contract was recommended for renewal by Justin Welsh, Building

& Grounds, and the Purchasing Department. If approved, this contract will be effective January 1, 2024 through December 31, 2024, with the option to extend for one additional one-year period.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid contract for electrical service work to Schultheis Electric, effective January 1, 2024 through December 31, 2024.

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, approve the extension of the bid contract for flags to Metro Flag Co., Wharton, NJ, at the submitted unit price of \$0.83/flag. If approved, this contract will be effective January 1, 2024 through December 31, 2024, with the option to extend for one additional one-year period.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid contract for flags to Metro Flag Co. at a per unit price of \$0.83/flag, effective January 1, 2024 through December 31, 2024.

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, approve the extension of the contract for drug test kits to Redwood Toxicology Laboratory, Inc., based upon their unit costs. This renewal will be effective January 1, 2024 through December 31, 2024, with an option to extend for one additional year. Costs will be charged to Adult Probation and CYS budgets.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the contract for drug test kits to Redwood Toxicology Laboratory, Inc., effective January 1, 2024 through December 31, 2024.

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 Elections, approve the extension of the bid contract for pickup and delivery services to All Ways Moving, Washington, PA, at a rate of \$165/hr./truck with two movers. If approved, this contract will be effective February 1, 2024 through January 31, 2025, under the same contract terms and conditions with no remaining options to extend.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the contract with All Ways Moving, effective February 1, 2024 through January 31, 2025.

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 the Correctional Facility, approve the extension of the bid contract for linen supplies for the Correctional Facility to Victor Supply LLC, Mt. Pleasant, TN, at the submitted per unit cost. If approved, this contract will be effective January 1, 2024 through December 31, 2024, with the option to extend for one additional one-year period. This contract has been recommended for extension by Georgia Dovshek, Correctional Facility, and the Purchasing Department.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid contract with Victor Supply LLC, effective January 1, 2024 through December 31, 2024.

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, approve the extension of the bid contract for locksmith services to SLS Services, Inc., dba Pop-A-Lock Pittsburgh, Eighty-Four, PA, at the hourly rates provided in the original bid proposal. If approved, this contract will be effective January 1, 2024 through December 31, 2024, and may be extended for one additional one-year period, unless otherwise

terminated. The submitted rates are \$85/hour, and \$125/hour for emergency services. This contract has been recommended for extension by both Building & Grounds and Purchasing.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid contract with SLS Services, Inc., dba Pop-A-Lock Pittsburgh, effective January 1, 2024 through December 31, 2024.

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 Elections, approve the extension of the bid contract for election supplies to William Penn Printing, Pittsburgh, PA, at their submitted per-unit bid prices. If approved, this contract will be effective January 1, 2024, and has been recommended for extension by both Elections and the Purchasing Department.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the bid contract with William Penn Printing, effective January 1, 2024.

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 the Coroner, approve an extension for 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. This extension will be effective January 1, 2024 through December 31, 2026.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of the professional services agreement with S. Timothy Warco II, effective January 1, 2024 through December 31, 2026.

Roll call vote taken:

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

Motion carried unanimously.

CHANGE ORDERS

Solicitor Grimm recommended the Board, on behalf of Purchasing and Buildings & Grounds, approve courthouse courtroom renovations via Change Order #16 for a total cost of \$1,400; and Change Order #17 for a total cost of \$33,585 with StoneMile Group, LLC, Canonsburg, PA. This will result in changing the amount of the current contract from \$2,844,598.65 to \$2,879,623.65. These Change Orders have been reviewed and recommended by Justin Welsh, Buildings & Grounds; Pat Grimm, Courts; MacBracey Corp.; and Buchart Horn Architects.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving Change Orders #16 and #17 for a total cost of \$34,985.

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, the appointment of Mary Stollar to the Washington County Industrial Development Authority (WCIDA) Board.

Motion by Mr. Maggi, seconded by Mrs. Vaughan, approving the board appointment.

Roll call vote taken:

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

Motion carried.

Chief Clerk, on behalf of the Correctional Facility, presented to the Board for their consideration and approval, the cost of training, hotel, and all travel related fees, within the rules of the County's travel policy, for five employees (Jeff Fewell, Chris Cain, David Coddington, Kyrie Kenyon, and Paul Krajacic) to attend the annual American Jail Association Expo and Conference on May 17-22, 2024, in Fort Lauderdale, FL. The cost will be approximately \$1,900/person and will be charged to the Correctional Facility's budget.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the cost of training, hotel, and all travel related fees for five employees to attend the annual American Jail Association Expo and Conference on May 17-22, 2024, in Fort Lauderdale, FL.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of the Redevelopment Authority of the County of Washington, presented to the Board for their consideration and approval, a resolution approving the amendments to the grant agreements with the Pennsylvania Housing Finance Agency (PHFA) for the Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) fund. The resolution authorizes the chair of the Board of Commissioners to execute all documents on behalf of the County.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a resolution approving the amendments to the grant agreements with PHFA for the PHARE fund.

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, the donation of real property situated in Chartiers Township, where the Fire Academy facilities are located, subject to the condition that full due diligence is performed, and subject to proper budgeting and financial issues being acceptable. The Commissioners reserve the right to reject this donation and to not accept it if the conditions outlined here are deemed unacceptable to the Board.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the donation of real property where the Fire Academy facilities are located.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Planning, presented to the Board for their consideration and approval, the implementation of a flat fee schedule for Washington County resident shelter rentals beginning with the 2024 season. The fee would increase weekday rentals to \$45 for small shelters and log cabin rentals, \$50 for large shelters and the Henry House, and \$75 for shelters 10 and 11. The weekend and holiday rental pricing, including non-resident rental fees, would remain the same.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the implementation of a flat fee schedule for Washington County resident shelter rentals beginning with the 2024 season.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance, presented to the Board for their consideration and approval, the adoption of a resolution for the approval of the Applicable Elected Representative, relating to Section 147(f) of the Internal Revenue Code of 1986 as amended, approving modifications to the November 15, 2017, issuance by the Washington County Industrial Development Authority (IDA) of its notes in the aggregate principle amount of \$1.4 million for the Gerome Manufacturing Company. The parties agree to modify the repayment schedule for the bonds by deferring certain principal payments on the bonds to the years 2023 through 2032 and increasing the final payment at maturity of the bonds in 2044. The modifications of these bonds by the Authority does not pledge the faith and credit or taxing power of the County. These documents have been reviewed by the County Solicitor.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the adoption of a resolution for the issuance by IDA of its notes in the aggregate principle amount of \$1.4 million for the Gerome Manufacturing Company and deferring certain principal payments on the bonds to the years 2023 through 2032.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance, presented to the Board for their consideration and approval, the adoption of a resolution for the approval of the Applicable Elected Representative, relating to Section 147(f) of the Internal Revenue Code of 1986 as amended, approving modifications to the November 15, 2017, issuance by the Washington County Industrial Development Authority (IDA) of its notes in the aggregate principle amount of \$4.5 million for the Chestnut Ridge Consulting Services, Inc. The parties agree to modify the repayment schedule for the bonds by deferring certain principal payments on the bonds to the years 2023 through 2032 and increasing the final payment at maturity of the bonds in 2044. The modifications of these bonds by the Authority does not pledge the faith and credit or taxing power of the County. These documents have been reviewed by the County Solicitor.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the adoption of a resolution for the issuance by IDA of its notes in the aggregate principle amount of \$4.5 million for the Chestnut Ridge Consulting Services and deferring certain principal payments on the bonds to the years 2023 through 2032.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance and Emergency Management, presented to the Board for their consideration and approval, the acceptance of an award from PEMA in the amount of \$246,078.75 for the 2023 911 Statewide Interconnectivity Funding to be used for the previously recommended projects.

- a. \$35,000 for Washington NG911 GIS Post Migration (Project #3120230151)
- b. \$11,970 for WestCore ESInet Maintenance (Project #3120230073)
- c. \$57,000 for Beaver/Washington Shared CAD Maintenance (Project #3120230083)
- d. \$142,108.75 for Washington ILEC Post Migration Legacy (Project #3120230060)

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the acceptance of a PEMA award in the amount of \$246,078.75 for 911 Statewide Interconnectivity Funding for 2023.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance and the Redevelopment Authority of County of Washington, as agent for the Washington County Airport, presented to the Board for their consideration and approval, a land lease agreement with Hangar One, LLC dba Friend Aircare, Inc., which is the lessee and Washington County who is the lessor.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a land lease agreement with Hangar One, LLC dba Friend Aircare, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance and the Redevelopment Authority of County of Washington, as agent for the Washington County Airport, presented to the Board for their consideration and approval, a commercial agreement with Hangar One, LLC dba Friend Aircare, Inc., who is the lessee and Washington County who is the lessor.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a commercial agreement with Hangar One, LLC dba Friend Aircare, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance, presented to the Board for their consideration and approval, a tax levy and appropriation resolution fixing the tax rate for 2024 at 2.43 mills for county purposes and appropriating specific sum estimates to be required for the specific purposes of county government for the year 2024.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a tax levy and appropriation resolution fixing the tax rate for 2024 at 2.43 mills.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance, presented to the Board for their consideration and approval, the annual supplemental appropriation.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the annual supplemental appropriation.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance, presented to the Board for their consideration and approval, a policy for aviation general liability insurance coverage with Old Republic Aerospace Company. The policy premium is in the amount of \$6,289 and will be effective January 1, 2024 through January 1, 2025.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving general liability insurance coverage with Old Republic Aerospace Company, effective January 1, 2024 through January 1, 2025.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Finance, presented to the Board for their consideration and approval, a policy renewal for accident insurance 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 1, 2024 through January 1, 2025.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving accident insurance coverage with Philadelphia Indemnity Insurance Company, effective January 1, 2024 through January 1, 2025.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Children & Youth Services, presented to the Board for their consideration and approval, the previously recommended provider agreements totaling \$5,755,000 for the period of July 1, 2023 through June 30, 2024. No additional county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving previously recommended provider agreements totaling \$5,755,000 for the period of July 1, 2023 through June 30, 2024.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Children & Youth Services, presented to the Board for their consideration and approval, a provider agreement with Innersight, LLC for assessments, counseling, evaluations and medication management for youth involved with Juvenile Justice or the Child Welfare System for the period of January 1, 2024 through June 30, 2025. The contract authorization amount is \$379,770. No additional county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving provider agreement with Innersight, LLC for the period of January 1, 2024 through June 30, 2025.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Children & Youth Services, presented to the Board for their consideration and approval, a provider agreement with Pathway to Everyday Life Human Services for residential placement services for the period of November 1, 2023 through June 30, 2024. The contract authorization amount is \$150,000. No additional county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving provider agreement with Pathway to Everyday Life Human Services for the period of November 1, 2023 through June 30, 2024.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Children & Youth Services, presented to the Board for their consideration and approval, a provider agreement addendum with Every Child, Inc. for placement services for the period of July 1, 2023 through June 30, 2024. The contract authorization amount will be increased by \$180,000. No additional county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving provider agreement addendum with Every Child, Inc. for the period of July 1, 2023 through June 30, 2024.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Behavioral Health & Developmental Services, presented to the Board for their consideration and approval, the recommended provider agreement addendums to add mental health supportive housing services for a total increase of \$120,000 for the period July 1, 2023 through June 30, 2024. No additional county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving provider agreement addendums for a total increase of \$120,000 for the period July 1, 2023 through June 30, 2024.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Behavioral Health & Developmental Services, presented to the Board for their consideration and approval, the recommended provider agreement addendums for a total increase of \$508,503 for the period July 1, 2022 through June 30, 2023. No additional county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving provider agreement addendums for a total increase of \$508,503 for the period July 1, 2022 through June 30, 2023.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk, on behalf of Human Services, presented to the Board for their consideration and approval, a Memorandum of Understanding (MOU) with the Washington Library System to provide advance funding of the county's allocation for 2024 in the amount of \$200,044 and \$165,000 of the allocated funding they receive

from the State. This request is to ensure a continuation of services by the 14 libraries throughout the county during the state budget impasse. The portion (\$165,000) of state funding being advanced will be repaid to the County within 30 days of the funds being received from the State.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving an MOU with the Washington Library System to provide advance funding of the county's allocation for 2024 in the amount of \$200,044 and \$165,000.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and the Correctional Facility, presented to the Board for their consideration and approval, a three-year maintenance agreement with COM-TEC Security, LLC, for maintenance of the security system to keep it up to date. This agreement will be effective January 1, 2024 through December 31, 2026, at a cost of \$13,598/year for the three-year term. Costs will be paid from the Correctional Facility's Operating Budget.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a maintenance agreement with COM-TEC Security, LLC, at a cost of \$13,598/year for three years, effective January 1, 2024 through December 31, 2026.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Buildings & Grounds, presented to the Board for their consideration and approval, a service agreement extension for the rental of floor mats and uniforms with Cintas Corporation at their submitted 2024-unit costs. This extension will be effective January 1, 2024 through December 31, 2024, with the option to extend year-to-year, unless canceled with a 30-day written notice.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a service agreement extension with Cintas Corporation, effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Information Technology, presented to the Board for their consideration and approval, a renewal agreement with Brian Norris Consulting Services to provide the Courts with web services, including maintenance and support for the electronic retrieval system (ERS). This agreement will be effective January 1, 2024 through December 31, 2024, with a not to exceed amount of \$25,000.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a renewal agreement with Brian Norris Consulting Services, effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, a renewal agreement with the Pennsylvania District Attorneys Institute (PDAI) for the maintenance and continuance of the Pennsylvania Statewide Automated Victim Information & Notification (SAVIN) program. Pennsylvania Commission on Crime & Delinquency (PCCD) will pay 100% of the maintenance and service fees for 2024. This agreement will be effective January 1, 2024 through December 31, 2024. No county funds are required.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a renewal agreement with PDAI, effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and the Correctional Facility, presented to the Board for their consideration and approval, agreements with Chappy5 LLC, dba Home Instead, and Prime Care Medical for the purpose of providing comprehensive and mental health services at the Correctional Facility for a cost of \$43/hour on weekdays, \$45/hour on weekends and 1.5 times the normal rate for holidays. This agreement will be effective January 1, 2024 through December 31, 2024, with the option to terminate with a 30-day written notice.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving agreements with Chappy5 LLC and Prime Care Medical, effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, a professional services agreement with PSI Engineering to include the 2024-2025 General Fee Schedule for all county facilities for the purpose of providing air quality control testing, including abatement projects, on an as needed basis. All other terms and conditions of the current agreement remain in full force.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a professional services agreement with PSI Engineering.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Public Safety, presented to the Board for their consideration and approval, a renewal service agreement with SynergIT to provide support for the HP blades, servers, and SAN systems located in the County's 911 Center. This will be for the period of January 1, 2024 through December 31, 2024, with an option to extend for an additional year. Base costs are not to exceed \$75,000/year and are based on 8.5 pre-scheduled hours of services for 3-4 days per month.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a renewal service agreement with SynergIT, effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Information Technology, presented to the Board for their consideration and approval, a maintenance agreement with Vertiv Services, Inc. for the Emerson/Liebert UPS systems located in the Courthouse, Courthouse Square, and Public Safety buildings. The purpose of this maintenance agreement is to keep the systems functioning up-to-date with two preventative maintenance visits per year, per site and will be effective January 1, 2024 through December 31, 2024. The cost will be \$38,930.06 and will be paid through IT's and Public Safety's Operating Budgets.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a maintenance agreement with Vertiv Services, Inc., effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Public Safety, presented to the Board for their consideration and approval, a renewal agreement with Motorola Solutions for software license, maintenance, and call center support for the NG 911 ready hardware and software. The cost is \$83,500, will be effective January 1, 2024 through December 31, 2024, and will be paid from the 911 Fund.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a renewal agreement with Motorola Solutions, effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Public Safety, presented to the Board for their consideration and approval, a maintenance and support agreement with MRA Inc. for the Eventide logging recorder. This agreement will be effective January 1, 2024 through December 31, 2024, in the amount of \$26,950 and will be paid through a state collected public safety surcharge.

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

Moved by Mr. Sherman, seconded by Mr. Maggi, approving maintenance and support agreement with MRA Inc., effective January 1, 2024 through December 31, 2024.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and the Courts, presented to the Board for their consideration and approval, an agreement with For the Record (FTR) to upgrade recording software for the courtroom, including licensing and monitoring software and support at a cost of \$3,695. This purchase will be paid with Act 13 Funds.

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

Moved by Mr. Sherman, seconded by Mr. Maggi, approving agreement with FTR, for a cost of \$3,695.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and the Correctional Facility, presented to the Board for their consideration and approval, a 3-year preventative maintenance agreement for the cameras/DVR system with Cornerstone Detention Products, Inc. in the amount of \$13,980 for year one; \$14,412 for year two, and \$14,857 for year three. This agreement will be effective January 1, 2024 through January 1, 2026 and costs will be charged to their Operating Budget.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a 3-year preventative maintenance agreement with Cornerstone Detention Products, Inc., in the amount of \$13,980 for year one; \$14,412 for year two, and \$14,857 for year three, effective January 1, 2024 through January 1, 2026.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and the Coroner, presented to the Board for their consideration and approval, an addendum to the existing autopsy services contract with Jessica Seng to include a fee of \$225/autopsy, plus mileage. This agreement will be effective according to the existing terms and conditions and may be renewed year-to-year by mutual consent, unless otherwise terminated pursuant to the terms of the agreement. All fees will be paid from the Coroner's budget.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving an addendum to the existing autopsy services contract with Jessica Seng to include a fee of \$225/autopsy, plus mileage.

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

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Information Technology, presented to the Board for their consideration and approval, a Microsoft Enterprise Agreement with CDW-G. This is a 36-month agreement at the cost of \$314,175.47/year, including a \$118.50/month charge for 75 additional licenses during migration. The total cost is shared by the General Fund, Courts, CYS, Domestic Relations, MH/MR, APO, Public Safety, Liquid Fuels, and the Drug Task Force.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving a Microsoft Enterprise Agreement with CDW-G at the cost of \$314,175.47/year.

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session to discuss personnel and litigation was held at 10 a.m. on Wednesday, December 13, 2023, following the Agenda Meeting. The regularly scheduled Salary Board meeting will be held immediately following today's meeting. All county offices will be closed on Monday, December 25 and Tuesday, December 26, 2023 in observance of Christmas.

SOLICITOR

Solicitor Grimm presented to the Board for their consideration and approval tax refunds in the amount of \$10,933.98.

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.

Cycle K Tax Refunds - 12/14/23 - Meeting No 1176

| Year | Amount | Date | Name | Address | City | State | ZIP | District | Parcel |
|--------------------------|-------------|-----------|-------------------------------------|--------------------------|------------|-------|-------|----------|-----------------------|
| 2023 | \$175.35 | 12/7/2023 | DENNIS DEANNA | 244 N MAIN STREET | HOUSTON | PA | 15342 | CANTON | 120-011-07-02-0051-00 |
| 2023 | \$150.92 | 12/7/2023 | PANKIEWICZ STANLEY R | 23 CRAVEN DR | CHARLEROI | PA | 15022 | CARROLL | 130-011-03-04-0015-00 |
| 2023 | \$10,479.59 | 12/7/2023 | MYLAN INC | 1000 MYLAN BLVD | CANONSBURG | PA | 15317 | CECIL | 140-015-00-00-0011-22 |
| 2023 | \$128.12 | 12/7/2023 | EBERT JOCELYN GRECKO & STEVEN MATTH | 522 CLINTON FRANKFURT RD | CLINTON | PA | 15026 | HANOVER | 340-025-00-00-0003-02 |
| TOTAL \$10,933.98 | | | | | | | | | |

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 3:10 p.m.

THE FOREGOING MINUTES WERE SUBMITTED FOR APPROVAL:

_____, 2023

ATTEST: _____

CHIEF CLERK

DRAFT

OLD BUSINESS
January 4, 2024

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| A. | <p><u>CONTRACT EXTENSION – PLANNING</u> Planning respectfully requests the Commissioners approve a three-month contract extension with Harshman CE Group for survey services on farms being preserved under the Farmland Preservation Program. The original contract expired January 21, 2023, and a one-year addendum was executed to extend the terms of the original contract to January 21, 2024. This will extend the contract up to April 21, 2024 allowing for continuity on farms currently going through the easement process. All terms and conditions of the original contract remain in effect.</p> |
| B. | <p><u>CHANGE ORDER - PLANNING</u> Planning respectfully requests the Commissioners approve a contract change order with Beavers Marine Storage, LLC in the amount of \$10,450 for a variance for the ADA accessible access point on the new fishing pier in Cross Creek Park. The increased total contract amount of \$987,716 will be paid with Cross Creek Gas Lease Funds.</p> |
| C. | <p><u>BID AWARD - PURCHASING</u> Purchasing, on behalf of the Correctional Facility, respectfully requests the Commissioners award the bid for milk to Schneider’s Dairy Inc., Pittsburgh, PA, at their bid submitted, minimum pricing standard established by the Milk Marketing Board. The contract will be effective January 1, 2024 through December 31, 2026, with automatic year-to-year renewals unless otherwise terminated pursuant to the 30-day written notice termination clause.</p> |
| D. | <p><u>BID CONTRACT PURCHASE - PURCHASING</u> Purchasing, on behalf of Buildings & Grounds, respectfully requests the Commissioners authorize payment of \$65,907 for demo, pipe replacement, inspection, backfill and concrete repair near the Caldwell Building loading dock and entrance. Service will be performed by McVehil Plumbing, Heating & Supply Co., Inc., Washington PA, our contract of record.</p> |
| E. | <p><u>BID EXTENSION - PURCHASING</u> Purchasing, on behalf of Veteran’s Affairs, respectfully requests the Commissioners extend the bid contract for Veteran’s markers with All Quality Memorial Markers, Smoketown, PA, at an estimated annual cost of \$15,000. The contract will be effective March 1, 2024 through February 28, 2025, under the same contract terms and conditions.</p> |
| F. | <p><u>BID EXTENSION - PURCHASING</u> Purchasing respectfully requests the Commissioners extend the bid contract for provision, installation and repairs of law enforcement radio equipment with Crystal Sounds Systems, McMurray, PA, at the submitted rates for 2024/2025. All other bid conditions remain in full force and effect. This contract will be effective March 1, 2024 through February 28, 2025, under the same contract terms and conditions.</p> |

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| G. | <p><u>RFP/BID AUTHORIZATION - PURCHASING</u> Purchasing, on behalf of Buildings & Grounds, respectfully requests the Commissioners authorize the advertising for outdoor equipment repairs and maintenance as our current agreement term will expire this Spring.</p> |
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NEW BUSINESS
January 4, 2024

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| A. | <p><u>BOARD APPOINTMENTS – CHIEF CLERK</u> Chief Clerk respectfully requests the Commissioners approve the reappointments of William West, Patrick Geho, and John Rheel to the Tax Assessment Board and the appointment of Bill Iams as the Chair of the Farmland Preservation Board.</p> |
| B. | <p><u>AGREEMENT – CHIEF CLERK</u> Chief Clerk, on behalf of the Register of Wills, respectfully requests the Commissioners approve an agreement with Steve Toprani, Esquire to provide solicitor services for the Register of Wills office. The agreement is in the amount of \$200/month, is effective January 1, 2024, and shall be continuous until terminated by either party.</p> |
| C. | <p><u>AGREEMENT – CHIEF CLERK</u> Chief Clerk respectfully requests the Commissioners approve an agreement with Sweat Law Offices as the County solicitor. The agreement is in the amount of \$165,000/year, will be effective January 4, 2024, and shall be continuous until terminated by either party.</p> |
| D. | <p><u>SERVICE AGREEMENT – PURCHASING</u> Purchasing, on behalf of Court Administration, respectfully requests the Commissioners approve a one-year office cleaning agreement with ARC Human Services for the new MDJ office space at 3000 Park Place Drive, in Washington. This agreement will be effective January 1, 2024 through December 31, 2024, at an estimated cost of \$3,900/year or \$75/cleaning.</p> |
| E. | <p><u>SERVICE AGREEMENT – PURCHASING</u> Purchasing, on behalf of Aging Services, respectfully requests the Commissioners approve a service agreement with Waste Management for weekly trash removal at the Claysville Senior Center. This agreement will be \$233.16/month for the first year, with an 8% fee increase each subsequent year until the term ends on December 31, 2028.</p> |
| F. | <p><u>SERVICE AGREEMENT – PURCHASING</u> Purchasing, on behalf of Court Administration, respectfully requests the Commissioners approve a service agreement with Waste Management for weekly trash removal at the MDJ office located at 3000 Park Place Drive, in Washington. This agreement will be \$379.27/month for the first year, with an 8% fee increase each subsequent year until the term ends on December 31, 2028.</p> |
| G. | <p><u>TERM EXTENSION – PURCHASING</u> Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve a 60-day term extension to the agreement with MRA, Inc. dated December 5, 2019, to prevent a lapse in maintenance coverage on the 9-1-1 communication equipment during RFP review. The addendum will be effective January 1, 2024 through February 29, 2024, and the terms and conditions are the same as the original agreement.</p> |