



# WASHINGTON COUNTY BOARD OF COMMISSIONERS

AGENDA

MEETING NO. 1186

THURSDAY, MAY 16, 2024

**PLEASE BE ADVISED THAT THIS PUBLIC MEETING OF THE  
WASHINGTON COUNTY COMMISSIONERS IS VIDEO AND AUDIO LIVE-STREAMED  
ON THE COMMISSIONERS' FACEBOOK PAGE.**

## AGENDA

### I OPENING OF MEETING

- a. Prayer Reverend Tom Moore  
Center Presbyterian Church
- b. Pledge of Allegiance SSgt. Christopher Chadwick  
US Army National Guard, Washington, PA

### II APPROVAL OF MEETING MINUTES

Minute No. 1185 – May 2, 2024

### III SPECIAL ORDER OF BUSINESS

- a. Armed Forces Day Dr. Bobbi Cumpston, Director  
Washington County Veterans Services
- b. Mental Health Awareness Month Jennifer Scott, Administrator  
Washington County BHDS
- c. Teen Pregnancy Prevention Month Dr. Mary Jo Podgurski  
Washington Health System Teen Outreach
- d. Teen Mental Health Awareness Month Dr. Mary Jo Podgurski  
Washington Health System Teen Outreach

– RECESS FOR PHOTOS –

### IV AGENDA COMMENTS

Only for residents who have signed in and are wishing to comment on today's **agenda items**.

**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.**

**V THE BOARD OF COMMISSIONERS' RESPONSE**

**VI OLD BUSINESS**

- a. Bid Award – Purchasing
- b. RFP Award – Purchasing
- c. Bid Contract Extension – Purchasing
- d. Bid Contract Extension – Purchasing
- e. Bid Contract Extension – Purchasing
- f. Bid Contract Extension – Purchasing
- g. Bid Contract Extension – Purchasing

**VII NEW BUSINESS**

- a. Travel – Chief Clerk
- b. Resolution – Chief Clerk
- c. Agreement – Planning
- d. Grant Application – Finance
- e. Grant Agreement – Finance
- f. Grant Application – Human Resources
- g. Provider Agreement – Children & Youth Services
- h. Memorandum of Understanding – Children & Youth Services
- i. Provider Agreement – Children & Youth Services
- j. Provider Agreement – Behavioral Health & Developmental Services
- k. Provider Agreement Addendum – Behavioral Health & Developmental Services
- l. RFP – Purchasing
- m. Renewal Agreement – Purchasing
- n. Payment – Purchasing
- o. Agreement – Purchasing
- p. Agreement – Purchasing
- q. Renewal Agreement – Purchasing
- r. Agreement – Purchasing
- s. Agreement – Purchasing

**VIII PUBLIC COMMENT**

For residents who have signed in and are wishing to make **general 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.**

**IX THE BOARD OF COMMISSIONERS' RESPONSE**

**X SOLICITOR'S REPORT**

None.

**XI ANNOUNCEMENTS**

An Executive Session was held at 10 a.m. on Tuesday, May 14, 2024, following the Agenda Meeting to discuss personnel. The next regularly scheduled Board of Commissioners meeting will be held at 10 AM on Thursday, June 4, 2024, in this room. The regularly scheduled Salary and Retirement Boards will immediately follow this meeting.

**XII ADJOURNMENT**

**OLD BUSINESS**

**May 16, 2024 – Board of Commissioners’ Public Meeting #1186**

A.	<p><b><u>BID AWARD - PURCHASING</u></b> Purchasing, on behalf of the Planning Commission, respectfully requests the Commissioners award the bid for Washington County 2024 guide rails to Interstate Enterprises, Inc., Canonsburg, PA. Total cost will be \$183,725, and was the lowest, most responsive, and responsible bid received. If approved, this agreement will start on the date of execution through the date of completion. Bid responses were reviewed and recommended for award by Planning and Purchasing.</p>
B.	<p><b><u>RFP AWARD - PURCHASING</u></b> Purchasing, on behalf of Information Technology and Tax Revenue, respectfully requests the Commissioners award the RFP for Ortho/Oblique Aerial Imagery to Pictometry International Corp. dba EagleView of Rochester, NY. Total estimated cost is \$120,540 for a digital orthophoto flight. All rates, terms and conditions within the RFP will be adhered to when implementing this agreement. If approved, this agreement will be effective June 1, 2024 through completion, unless otherwise terminated pursuant to the agreement. RFP responses were reviewed and recommended for award by GIS, Information Technology, Tax Revenue and Purchasing.</p>
C.	<p><b><u>BID CONTRACT EXTENSION - PURCHASING</u></b> Purchasing respectfully requests the Commissioners extend the current bid contract for uniforms to Trapuzzano’s Uniforms LLC, Washington, PA. If approved, this contract extension will be effective July 1, 2024 through June 30, 2025, with the option to extend one (1) additional one-year period. All terms and conditions remain.</p>
D.	<p><b><u>BID CONTRACT EXTENSION - PURCHASING</u></b> Purchasing respectfully requests the Commissioners extend the current bid contract for tree clearing and grubbing to Staley Tree Service, LLC, Washington, PA, based on submitted hourly rates. Service will be utilized on an as-needed basis. If approved, this contract extension will be effective July 1, 2024 through June 30, 2026, with no additional extensions. All terms and conditions remain.</p>
E.	<p><b><u>BID CONTRACT EXTENSION - PURCHASING</u></b> Purchasing respectfully requests the Commissioners extend the current bid contract for General Construction Services on an as needed basis with MacBracey Corporation, Washington, PA, and StoneMile Group, Inc., Canonsburg, PA. If approved, this contract extension will be effective July 1, 2024 through June 30, 2025, with options to extend for three (3) additional one-year periods.</p>

F.	<p><b><u>BID CONTRACT EXTENSION - PURCHASING</u></b></p> <p>Purchasing, on behalf of Buildings &amp; Grounds, respectfully requests the Commissioners extend the current bid contract for elevator maintenance for all county facilities with Otis Elevator Co., Pittsburgh, PA. If approved, this contract will be effective July 1, 2024 through June 30, 2025, with the option to extend for seven (7) additional one-year periods through June 30, 2032.</p>
G.	<p><b><u>BID CONTRACT EXTENSION - PURCHASING</u></b></p> <p>Purchasing, on behalf of Buildings &amp; Grounds, respectfully requests the Commissioners extend the current bid contract for kitchen and housekeeping supplies with the recommended vendors. (A-Z Janitorial Services, Washington, PA; Jack Frye Sales &amp; Service, Monongahela, PA; Pyramid School Products, Tampa, FL; Central Poly Bag Corp., Linden, NJ.) If approved, this contract will be effective July 1, 2024 through December 31, 2024, under the same contract terms and conditions.</p>

**NEW BUSINESS**

**May 16, 2024 – Board of Commissioners’ Public Meeting #1186**

A.	<p><b><u>TRAVEL – CHIEF CLERK</u></b> Chief Clerk, on behalf of the Courts, respectfully requests the Commissioners approve the cost of training and all travel related fees, within the rules of the County’s travel policy, for a judge and three (3) employees (Judge Brandon Neuman, Randy Jackson, Heather Testa, and Nathan Seraly) to attend the National Association of Drug Court Professionals Conference (NADCP) in Anaheim, California, on May 22 through May 25, 2024. The cost will be approximately \$2,500/person and will be paid through Act 77 Supervision Fees.</p>
B.	<p><b><u>RESOLUTION – CHIEF CLERK</u></b> Chief Clerk respectfully requests the Commissioners adopt 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 a project financing, by the Washington County Industrial Development Authority, for Chestnut Ridge Counseling Services, Inc., and the issuance by the Authority of its revenue note for such project in the principal amount of \$4.5 million. These documents have been reviewed by the County Solicitor.</p>
C.	<p><b><u>AGREEMENT – PLANNING</u></b> The Planning Commission respectfully requests the Commissioners approve an agreement with Gavlik and Sons to allow for disposal of material at the Mingo Creek County Park maintenance facility dump site area. The material being disposed is from an emergency PennDOT project, and Gavlik and Sons are proposing to complete all permitting and site prep work at no cost to the county, including creating an access road.</p>
D.	<p><b><u>GRANT APPLICATION – FINANCE</u></b> Finance, on behalf of the Public Defender, respectfully requests the Commissioners approve a grant application with the Pennsylvania Commission on Crime and Delinquency (PCCD) for an Indigent Defense Grant. The grant will be in the amount of \$95,644 and will run from July 1, 2024 through December 31, 2025. No county funds will be required.</p>
E.	<p><b><u>GRANT AGREEMENT – FINANCE</u></b> Finance, on behalf of the Sheriff, respectfully requests the Commissioners approve a grant agreement with Washington County Community Foundation (WCCF) for the Range Resources Good Neighbors Fund. The grant agreement is in the amount of \$2,000 and will be used for the Sheriff’s DARE program. No county funds will be required.</p>
F.	<p><b><u>GRANT APPLICATION – HUMAN RESOURCES</u></b> Human Resources respectfully requests the Commissioners approve a grant application with PA Counties Risk Pool (PCoRP) for the 2023-2024 loss prevention grant program. The grant application is in the amount of \$30,000 and will be used for: the stripping of topsoil and grading; installation of a new sidewalk leading from the Crossroads Building to the parking lot (5'x56'); installation of a new aluminum handrail; and regrading and installation of topsoil/seed.</p>

G.	<p><b><u>PROVIDER AGREEMENT– CHILDREN &amp; YOUTH SERVICES</u></b>  Children &amp; Youth Services respectfully requests the Commissioners approve a provider agreement with Intermediate Unit 1 to provide educational support services for the period of July 1, 2024 through June 30, 2025. The contract authorization amount is \$18,240 and no additional county funds are required.</p>
H.	<p><b><u>MEMORANDUM OF UNDERSTANDING – CHILDREN &amp; YOUTH SERVICES</u></b>  Children &amp; Youth Services respectfully requests the Commissioners approve a Memorandum of Understanding (MOU) with the Washington County Court of Common Pleas for the provision of the Leaders Program for the period of July 1, 2024 through June 30, 2025, in the amount of \$907,960, and no additional county funds are required.</p>
I.	<p><b><u>PROVIDER AGREEMENT – CHILDREN &amp; YOUTH SERVICES</u></b>  Children &amp; Youth Services respectfully requests the Commissioners approve a provider agreement with Donnelly-Boland and Associates to provide fiscal related staffing services for the period of May 20, 2024 through May 19, 2025, in the amount of \$379,750, and no additional county funds are required.</p>
J.	<p><b><u>PROVIDER AGREEMENT – BHDS</u></b>  Behavioral Health &amp; Developmental Services respectfully requests the Commissioners approve a provider agreement with Pathways of Southwestern PA, Inc. to provide reimbursement for residential adaptations for an Intellectual Disabilities/Autism individual for the period of December 1, 2023 through June 30, 2024, in the amount of \$18,025, and no additional county funds are required.</p>
K.	<p><b><u>PROVIDER AGREEMENT ADDENDUM – BHDS</u></b>  Behavioral Health &amp; Developmental Services respectfully requests the Commissioners approve a provider agreement addendum with the Center for Community Resources, Inc. to provide mental health services for the period of July 1, 2022 through June 30, 2023. The contract authorization amount will be increased by \$10,492 to \$1,055,576, and no additional county funds are required.</p>
L.	<p><b><u>RFP – PURCHASING</u></b>  Purchasing, on behalf of the Controller, respectfully requests the Commissioners authorize the advertising for pension software proposals.</p>
M.	<p><b><u>RENEWAL AGREEMENT – PURCHASING</u></b>  Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve a service renewal agreement with Kronos in the amount of \$48,943.11. This is for maintenance renewal to cover software updates and support services. This agreement will be effective June 30, 2024 through June 29, 2025. Costs will be paid through the IT Operating Budget.</p>

N.	<p><b><u>PAYMENT – PURCHASING</u></b></p> <p>Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve a payment, in the amount of \$74,004.97, to Superion for software support and maintenance for the county’s entire financial system, including the fund accounting system. This agreement will be effective June 1, 2024 through May 31, 2025. Costs will be paid through the IT Operating Budget.</p>
O.	<p><b><u>AGREEMENT – PURCHASING</u></b></p> <p>Purchasing, on behalf of the Board, respectfully requests the Commissioners approve a Professional Services Agreement with RTI Risk Management for the purpose of providing consulting on all insurance and risk management assessment services at the cost of \$1,500/month. This agreement will be effective June 1, 2024 through May 31, 2025.</p>
P.	<p><b><u>AGREEMENT – PURCHASING</u></b></p> <p>Purchasing, on behalf of Buildings &amp; Grounds, respectfully requests the Commissioners approve an agreement with Isiminger’s Auto Sales for the purpose of providing vehicle procurement and auction services, at the previously recommended fees, on an as-needed basis. This agreement will be effective April 1, 2024 through March 31, 2025, with the option to extend for three (3) additional one-year periods.</p> <ul style="list-style-type: none"> <li>• Auction fee for purchased vehicle: \$150.00/occurrence.</li> <li>• Sellers fee for purchased vehicle: \$250.00/occurrence.</li> </ul>
Q.	<p><b><u>RENEWAL AGREEMENT – PURCHASING</u></b></p> <p>Purchasing, on behalf of Buildings &amp; Grounds, respectfully requests the Commissioners approve the renewal service agreement with Building Control Systems Inc., for preventative maintenance and service on the KMC DDC Temperature Control System. The cost will be \$4,612 and will be effective through July 31, 2025. All as-needed repairs will be at the rate of \$150/hour regular time, plus materials.</p>
R.	<p><b><u>AGREEMENT – PURCHASING</u></b></p> <p>Purchasing, on behalf of Finance, respectfully requests the Commissioners approve a Professional Services Agreement with Cashvest/Three+One Company, Inc., for the purpose of providing liquidity and treasury analyses services at an annual fee of \$250/\$1 million. This agreement will be effective for a one-year period.</p>
S.	<p><b><u>AGREEMENT – PURCHASING</u></b></p> <p>Purchasing, on behalf of Tax Revenue, respectfully requests the Commissioners enter into a professional services agreement with Palmetto Posting Inc., for the posting of tax claims in accordance with the specifications of the county. This agreement will be effective from date of agreement through December 31, 2024, with three (3) one-year extensions available at the county’s discretion. The cost to the county will be \$30/posting.</p>



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 Nick Sherman, Electra Janis and Larry Maggi. Also present were Solicitor Gary Sweat; Chief of Staff Daryl Price; Chief Clerk Cindy Griffin and Administrative Assistant Debbie Corson; Public Affairs Director Patrick Geho; Administrative Assistants Heather Wilhelm, Casey Grealish and Randi Marodi; Pastor Fred McCloskey; US Marine Corps veteran Dave Thompson; Executive Director at SWPA Area Agency on Aging Leslie Grenfell; Aging Services Director Mary Lynn Spilak; SWPA Area Agency on Aging Representatives: Washington-Greene County District Supervisor Rachel Estel, and volunteers Mary Jane Stewart, Rita Hritz, and Pat Ross; Representing the Corrections Department, Warden Jeff Fewell, Deputy Warden Chris Cain, and Major David Coddington; and residents: Annie Shaner, April Sloane, Carolee Ketelaar, Kitty Lagorio, and Fred Bender.

Mr. Sherman called the meeting to order at approximately 10 a.m. and announced the meeting was being video and audio live streamed through YouTube and via the Commissioners' Facebook page.

Mr. Sherman introduced Calvary Baptist Church Pastor Fred McCloskey, who led the meeting in prayer.

Mr. Maggi introduced US Marine veteran Dave Thompson of New Eagle, who led with the Pledge of Allegiance.

Mr. Sherman entertained a motion to approve Minute No. 1184, dated April 16, 2024.

Moved by Ms. Janis; seconded by Mr. Maggi, approving Minute No. 1184, as written.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

#### SPECIAL ORDER OF BUSINESS

Mr. Maggi read a proclamation declaring May 2024 as Older American Month in Washington County.

Moved by Mr. Maggi; seconded by Ms. Janis to approve the proclamation.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Before presenting the proclamation, Mr. Sherman honored Executive Director at SWPA Area Agency on Aging Leslie Grenfell with a Certificate of Recognition. He read the following from the certificate:

*We, the Washington County Board of Commissioners, proudly acknowledge Leslie Grenfell.*

*The dedication, loyalty, commitment, and integrity you have tirelessly given made an indelible mark in the lives of countless Washington County seniors, which embodies the true essence of public service.*

*We thank you for your invaluable contributions and advocacy throughout your nearly 50-year tenure, and extend our sincerest wishes for continued health, happiness, and an enjoyable, well-deserved retirement.*

*Presented this 2nd day of May 2024*

Ms. Grenfell thanked the Board, as well as all her staff and volunteers, stating how much she has enjoyed her service to the seniors of Washington County.

Continuing the meeting, the proclamation was accepted by Aging Services Director Mary Lynn Spilak and Ms. Grenfell.

Ms. Spilak told the audience about this year's theme being "Power by Connections," has profound meaning because seniors in Washington County should never feel alone or isolated, adding that the County's senior centers offer opportunities to make meaningful connections, get hot meals and participate in various activities.

She also recognized her dedicated staffers: Assistant Director of Aging Services Michelle Manni, Bentleyville Senior Center Coordinator Hannah Burns, Beth-Center Senior Center Coordinator Summer Dutton, McGuffey Senior Center Coordinator Amanda Cerciello, Burgettstown Senior Center Coordinator Kristin Frazier, and Canonsburg Senior Center Coordinator Brenda Wacker.

Ms. Grenfell spoke next, saying she was honored to accept the plaque and thanked the Board for their assistance, recognition, and support over the years. She recognized Washington-Greene County District Supervisor Rachal Estle and Washington Senior Center Executive Director Barbara Miller. She also introduced three outstanding volunteers: Mary Jane Stewart, Pat Ross and Rita Hritz. Each volunteer presented a basket of appreciation to the members of the Board.

Ms. Janis read a proclamation declaring May 5-11, 2024 as National Corrections Employee Week in Washington County.

Moved by Ms. Janis; seconded by Mr. Maggi, to approve the proclamation.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Accepting the proclamation was Warden Jeffrey Fewell, Deputy Warden Chris Cain, and Major David Coddington.

Before Mr. Fewell spoke, Mr. Maggi wanted to acknowledge the four corrections officers who had recently lost their lives in a mass shooting in North Carolina, saying they appreciate their services.

Mr. Fewell thanked the Board and staff for their support, saying he represents the 346 inmates of the Washington County Correctional Facility. His staff of 76 work tirelessly to keep everyone safe, he said adding that they work very hard and appreciate the Board's continued support.

#### RECESS FOR PHOTOS

#### AGENDA COMMENTS

None.

#### COMMISSIONERS' RESPONSES

None.

#### OLD BUSINESS

##### CHANGE ORDER

Solicitor Sweat recommended the Board, on behalf of Planning, ratify and approve a Change Order in the amount of \$67,081.77 for additional work on the Chartiers #58 Bridge on Wheeling Street in the City of Washington. The new contract total will be \$1,191,494.21, and the project is 100 percent federally funded.

Moved by Ms. Janis, seconded by Mr. Maggi ratifying and approving the Change Order in the amount of \$67,081.77 for additional work on the Chartiers #58 Bridge.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

#### RFP & BID AWARDS

Solicitor Sweat recommended the Board, on behalf of Purchasing and Planning, award the RFP for the Washington County Fairgrounds Environmental Permit (under Contract #032624-WCFGP) to Skelly and Loy, Inc., Pittsburgh, PA, effective on the date of agreement through date of completion. RFP responses were reviewed and recommended for award by Planning and Purchasing.

Moved by Ms. Janis, seconded by Mr. Maggi awarding the RFP for the Washington County Fairgrounds Environmental Permit to Skelly and Loy, effective on the date of agreement through date of completion.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Solicitor Sweat recommended the Board, on behalf of Purchasing and Planning, award the bid for the Washington County dam diagnostics and repairs bid (under Contract #041624-dam repairs) to ENVIROSCIENCE Inc. of Stow, Ohio. If approved, this agreement will be effective May 1, 2024 through April 30, 2025, with options to extend for additional four (4) one-year periods, unless otherwise terminated pursuant to the agreement. Hourly time and material rates for repairs will be \$426.

Moved by Ms. Janis, seconded by Mr. Maggi awarding the bid for the Washington County dam diagnostics and repairs to ENVIROSCIENCE, effective May 1, 2024 through April 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

### BID EXTENSIONS

Solicitor Sweat recommended the Board, on behalf of Purchasing, extend the current bid contract for office supplies, according to their catalog rates and submitted discounts, to the following vendors:

- WB Mason Co, Inc., North Versailles, PA
- HiTouch Business Services LLC, LaVergne, TN

If approved, this contract will be effective May 1, 2024 through April 30, 2025, with one remaining one-year extension.

Moved by Ms. Janis, seconded by Mr. Maggi awarding the bid contract extension for office supplies to the above vendors, effective May 1, 2024 through April 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Solicitor Sweat recommended the Board, on behalf of Purchasing and Buildings & Grounds, extend the current bid contract for general construction services to Waller Corporation, Washington, PA. All work is to be done based on a time and material rate, on an as needed, as requested basis. If approved, this contract will be effective May 1, 2024 through April 30, 2025, with one remaining automatic (1) one-year extension.

Moved by Ms. Janis, seconded by Mr. Maggi awarding the bid contract extension for general construction services to Waller Corporation, effective May 1, 2024 through April 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Solicitor Sweat recommended the Board, on behalf of Purchasing and Corrections, extend the current bid contract for kitchen and laundry equipment repairs to the following vendors on a time and material basis:

- AIS Commercial Parts & Service, Pittsburgh, PA
- Hobart Service, Troy, OH

If approved, this contract will be effective May 1, 2024 through April 30, 2025, with no remaining options to extend further.

NOTE: This is contingent upon Prison Board approval.

Moved by Ms. Janis, seconded by Mr. Maggi awarding the bid contract extension for kitchen and laundry equipment repairs to the above listed vendors, effective May 1, 2024 through April 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Solicitor Sweat recommended the Board, on behalf of Purchasing and Buildings & Grounds, extend the current bid contract for furnishing and installation of flooring to Don Greer's Fashion Floors, Washington, PA. All work is to be done based on a time and material rate, on an as-needed, as-requested basis. If approved, this contract will be effective June 1, 2024 through May 31, 2025, with one remaining (1) one-year extension.

Moved by Ms. Janis, seconded by Mr. Maggi awarding the bid contract extension for furnishing and installation of flooring to Don Greer's Fashion Floors, effective June 1, 2024 through May 31, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

## NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, the board appointment of Justin Blussick to the Planning Commission Board.

Moved by Ms. Janis, seconded by Mr. Maggi approving the above-mentioned board appointment.

Roll call vote taken:

Mr. Maggi - Yes; Ms. Janis - Yes; Mr. Sherman - Yes.

Motion carried unanimously.

Chief Clerk, on behalf of the Coroner, presented to the Board for their consideration and approval, the cost of training, and all travel related fees, within the rules of the County's travel policy, for six deputy coroners (S. Timothy Warco II, Rodney Bush, Aubrey Onorato, Luke Webeck, James Hughes, Jr., and Becca Mlinek) to attend the Cambria County Coroner's continuing education seminar on May 3, 2024, in Johnstown, Pennsylvania. The registration fee is \$80/person, and costs will be paid from the Coroner's Operating Budget.

Moved by Ms. Janis, seconded by Mr. Maggi approving training and travel expenses for the Cambria County Coroner's continuing education seminar on May 3, 2024, for the approximate amount of \$80/person.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of the Redevelopment Authority of Washington County, presented to the Board for their consideration and approval, a Cooperation Agreement between the County and the Redevelopment Authority for the Washington County Mitigation Project at 15 North Main Street, Washington, PA.

Moved by Ms. Janis, seconded by Mr. Maggi approving the Cooperation Agreement between the County and the RAWC for the Washington County Mitigation Project at 15 North Main Street.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, the adoption of a resolution certifying the provision of a local match for state operations financial assistance for the Washington County Transportation Authority. The resolution requires a \$190,000 County match for fiscal year 2024-2025.

Moved by Ms. Janis, seconded by Mr. Maggi approving the adoption of a resolution for the Washington County Transportation Authority, a \$190,000 County match for fiscal year 2024-2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, the adopt a resolution requiring a tax collector to waive additional charges for real estate taxes beginning in the first tax year after the effective date of Act 57 of 2022, Section 7 of the Local Tax Collection Law.

Moved by Ms. Janis, seconded by Mr. Maggi approving the adoption of a resolution for the waiving of additional real estate tax charges, effective the first tax year after the effective date of Act 57 of 2022, Section 7 of the Local Tax Collection Law.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Planning, presented to the Board for their consideration and approval, the conveyance of a 50' strip of land to the Pennsylvania Trolley Museum in the amount of \$500. The property is adjacent to the Trolley Museum's Records Building, at 320 Reliance Drive, Washington, PA, 15301. The purpose of the acquisition is to connect the Trolley Museum's properties, which are separated by said right-of-way owned by the County. This conveyance will be subject to the existing right-of-way for public utilities.

Moved by Ms. Janis, seconded by Mr. Maggi approving the conveyance of a 50' strip of land to the Pennsylvania Trolley Museum in the amount of \$500.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Finance and Public Safety, presented to the Board for their consideration and approval, the ratification of the application for an Emergency Management Performance Grant (EMPG) through Pennsylvania Emergency Management Agency (PEMA). This grant will pay partial salaries for four (4) existing positions in the department.

Moved by Ms. Janis, seconded by Mr. Maggi approving and ratifying the application for an EMPG through PEMA.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Human Resources, presented to the Board for their consideration and approval, a revision to the Dress Code Policy. The policy has been updated to allow employees of the Information Technology Department to wear clothing with the Washington County logo. All other provisions of the policy will remain the same.

Moved by Ms. Janis, seconded by Mr. Maggi approving the revision to the Dress Code Policy.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – 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 George Junior Republic Preventative Aftercare, Inc. for the Parenting Inside Out (PIO) program, which focuses on building parenting skills for inmates. This agreement is for the period of April 1, 2024 through June 30, 2025. The contract authorization amount is \$144,922.75, and no additional county funds are required.

Moved by Ms. Janis, seconded by Mr. Maggi approving the provider agreement with George Junior Republic Preventative Aftercare in the amount of \$144,922.75, effective April 1, 2024 through June 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Mr. Sherman made a motion to table Item J on the agenda. It was seconded by Ms. Janis.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Children & Youth Services, presented to the Board for their consideration and approval, a Memorandum of Understanding (MOU) with the Washington County Court of Common Pleas for the provision of the Jobs Program for the period of July 1, 2024 through June 30, 2025, in the amount of \$340,400, and no additional county funds are required.

Moved by Ms. Janis, seconded by Mr. Maggi approving the MOU with the Washington County Court of Common Pleas in the amount of \$340,400, effective July 1, 2024 through June 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – 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 UPMC Western Psychiatric Hospital for the period of October 1, 2022 through June 30, 2024. The contract authorization amount will be increased by \$40,495.60 to \$234,605.60, and no additional county funds are required.

Moved by Ms. Janis, seconded by Mr. Maggi approving the provider agreement addendum with UPMC Western Psychiatric Hospital in the amount of \$234,605.60, effective October 1, 2022 through June 30, 2024.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Human Services, presented to the Board for their consideration and approval, a provider agreement addendum with Blueprints for the post – ERAP Transition Grant to extend the term from the original period of July 1, 2023 through June 30, 2024, to July 1, 2023 through June 30, 2025. The contract authorization amount is \$195,000, and no additional county funds are required.

Moved by Ms. Janis, seconded by Mr. Maggi approving the provider agreement addendum with Blueprints in the amount of \$195,000, effective July 1, 2023 through June 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Human Services, presented to the Board for their consideration and approval, a provider agreement with MINC for the domain, annual maintenance, and hosting of the Washington County Human Services website for the period of January 1, 2023 through December 31, 2024, in the amount of \$5,500, and no additional county funds are required.

Moved by Ms. Janis, seconded by Mr. Maggi approving the provider agreement with MINC in the amount of \$5,500, effective January 1, 2023 through December 31, 2024.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, the authorization to advertise for firearms.

Moved by Ms. Janis, seconded by Mr. Maggi approving the authorization to advertise for firearms.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Corrections, presented to the Board for their consideration and approval, the authorization to advertise for bread provisions and delivery.

Moved by Ms. Janis, seconded by Mr. Maggi approving the authorization to advertise for bread provisions and delivery.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, the authorization to advertise for industrial commodities.

Moved by Ms. Janis, seconded by Mr. Maggi approving the authorization to advertise for industrial commodities.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, the authorization to reject all bids for Courthouse Square temporary shoring.

Moved by Ms. Janis, seconded by Mr. Maggi approving the authorization to reject all bids for Courthouse Square temporary shoring.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, the authorization to reject all bids for broadband services RFP Phase IV.

Moved by Ms. Janis, seconded by Mr. Maggi approving the authorization to reject all bids for broadband services RFP Phase IV.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, the authorization to reject all bids for additional locksmith services and approve rebidding.

Moved by Ms. Janis, seconded by Mr. Maggi approving the authorization to reject all bids for additional locksmith services and approve rebidding.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and Corrections, presented to the Board for their consideration and approval, the purchase of HVAC software updates, including programming, controls, connectivity, and software support for one year from EMCOR Services d/b/a Scalise Industries. The cost of the upgrades will be \$23,950.

Note: This is contingent upon Prison Board approval.

Moved by Ms. Janis, seconded by Mr. Maggi approving the purchase of HVAC software updates from EMCOR Services d/b/a Scalise Industries in the amount of \$23,950, for a one-year period.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing and the Court Administrator, presented to the Board for their consideration and approval, a lease addendum for two MDJ offices with Pitney Bowes, Inc. for the purpose of providing a cost savings of \$40/month on two mail machines. This agreement will be effective on the date of agreement for 60-months and will cost \$127.90/month per location.

Moved by Ms. Janis, seconded by Mr. Maggi approving the lease addendum with Pitney Bowes, effective on the date of agreement for 60-months and will cost \$127.90/month per location.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, a professional services agreement with Remington & Vernick Engineers for engineering services, according to their hourly rates. This agreement will be effective May 1, 2024 through April 30, 2025, with the option for yearly renewals, unless otherwise terminated pursuant to a 30-day written notice.

Moved by Ms. Janis, seconded by Mr. Maggi approving the professional services agreement with Remington & Vernick Engineers, effective May 1, 2024 through April 30, 2025.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, a professional services agreement for employment consulting with A.C. Coy Company. This agreement will be effective on the date of agreement and continue year-to-year, unless otherwise terminated pursuant to a 30-day written notice.

Moved by Ms. Janis, seconded by Mr. Maggi approving the professional services agreement for employment consulting with A.C. Coy Company.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, a professional services agreement for inventory management consulting services with Richardson Communications. This agreement will be effective on the date of agreement and continue year-to-year, unless otherwise terminated pursuant to a 30-day written notice.

Moved by Ms. Janis, seconded by Mr. Maggi approving the professional services agreement with Richardson Communications.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

Chief Clerk, on behalf of Purchasing, presented to the Board for their consideration and approval, a professional services agreement for employment consulting with We Guide, You Grow, LLC. This agreement will be effective on the date of agreement and continue year-to-year, unless otherwise terminated pursuant to a 30-day written notice.

Moved by Ms. Janis, seconded by Mr. Maggi approving the professional services agreement with We Guide, You Grow.

Roll call vote taken:

Mr. Maggi – Yes; Ms. Janis – Yes; Mr. Sherman – Yes.

Motion carried unanimously.

#### PUBLIC COMMENT

Residents Annie Shaner, Carolee Ketelaar, Kitty Lagorio and Fred Bender offered public comment asking Board members Mr. Sherman and Ms. Janis why they voted to not allow notification and curing of ballot envelopes. They wanted voters to have a chance to fix inadvertent errors they may have made when casting their mail-in ballots. They asked why the policy was changed.

Controller April Sloane stated that after the first quarter of 2024 there are some facts to be noted: 1) At the end of 2023 the Corrections Facility was \$1,065,000 over budget. 2) The Board is ahead of their budget for 2024. 3) Ransomware payment was inappropriately made from ARPA Funds (American Rescue Plan Act). 4) ARPA Funds were also inappropriately used for payroll. 5) \$6 million in ARPA funds has been spent and those funds we will never get that money back. She also said a recent salary offer was accepted for \$12,000 less than what was proposed. 6) She claimed there was a failure to collect \$46,000 in hotel taxes. Ms. Sloane thanked her staff for staying on top of all of this.

#### COMMISSIONERS' RESPONSE

None.

#### SOLICITOR

No report.



ANNOUNCEMENTS

An Executive Session to discuss personnel was held at 10 a.m. on Tuesday, April 30, 2024, following the Agenda Meeting. The next regularly scheduled Board of Commissioners meeting will be held at 10 a.m. on Thursday, May 16, 2024, in Room G16, Crossroads Center, 95 W Beau St., Washington, PA. The regularly scheduled Salary Board will immediately follow this meeting.

Mr. Sherman acknowledged a special guest in attendance, his father Bob Sherman. He thanked him for all he does for their family.

There being no further business, Chairman Sherman declared the meeting adjourned at approximately 10:55 a.m.

THE FOREGOING MINUTES WERE SUBMITTED FOR APPROVAL:

\_\_\_\_\_, 2024

ATTEST: \_\_\_\_\_  
CHIEF CLERK

DRAFT