

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

IF YOU HAVE NOT SIGNED IN AND ARE PRESENT AT THIS MEETING, PLEASE DO SO, SO THAT WE HAVE ACCURATE RECORDS.

AGENDA

THURSDAY, DECEMBER 15, 2022

1. Opening of Meeting

a. Prayer

The Rev. William Younger
The Church of the Covenant

b. Pledge of Allegiance

Jason Brown
United States Marine Corps

2. Approval of Meeting Minutes

Minute No. 1162 November 30, 2022

Special Order of Business

Retirement Plate

Jerry Jericho, Sheriff Deputy II

(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.

4. The Board of Commissioners' Response

5. Old Business

Bid Award

- a. Electrical Service
- b. Farmland Appraisal Services

Donation Resolution

- a. Furniture

6. New Business

- a. Board Appointments – Chief Clerk
- b. Resolution – Chief Clerk
- c. Change Order – Planning
- d. Authorization to Bid – Planning
- e. Budget Adoption – Finance
- f. Supplemental Appropriation – Finance
- g. Policy Renewal – Finance
- h. Policy Renewal – Finance

- i. Agreement – Finance
- j. Association Approval – Finance
- k. Agreement – Finance
- l. Renewal Agreement – Finance
- m. Grant Agreement – Finance
- n. Policy Renewal – Finance
- o. Renewal Agreement – Human Resources
- p. Renewal Agreement – Human Resources
- q. Renewal Agreement – Human Resources
- r. Renewal Agreement – Human Resources
- s. Renewal Agreement – Human Resources
- t. Agreement – Children & Youth Services
- u. Agreement – Children & Youth Services
- v. Grant Application – Aging Services
- w. Grant Application – Aging Services
- x. Grant Application – Aging Services
- y. Agreement – Purchasing
- z. Agreement – Purchasing
- aa. Addendum – Purchasing
- bb. Addendum – Purchasing
- cc. Renewal Agreement – Purchasing
- dd. Renewal Agreements – Purchasing
- ee. State Contract – Purchasing
- ff. State Contract – Purchasing
- gg. Resolution – Redevelopment Authority

7. Announcements

An Executive Session was held at 10 a.m. on Wednesday, December 14, 2022, following the agenda meeting to discuss personnel and litigation. The regularly scheduled Salary Board meeting will be immediately following today's meeting. All county offices will be closed Friday, December 23, 2022, in observance of Christmas Eve, Monday, December 26, 2022, in observance of Christmas Day, and Monday, January 2, 2023, in observance of New Year's Day. The Organizational Salary Board meeting of the Washington County Commissioners will be held at 10:00 a.m. on Monday, January 9, 2023.

8. Solicitor

None

9. Adjournment

The Washington County Commissioners met in regular session in the Public Meeting Room, Courthouse Square, Washington, Pa., with the following members being present: Commissioners Diana Irey Vaughan, Larry Maggi, and Nick Sherman. Also present are Solicitor Jana Grimm; Chief of Staff Mike Namie; Finance Director Josh Hatfield; Human Resources Director Shelli Arnold; Recorder of Deeds Carrie Perrell; Register of Wills James Roman; Controller April Sloane; Treasurer Tom Flickinger; Chief Deputy Sheriff Anthony Mosco and Captain Anthony Interval; Executive Secretaries Marie Trossman and Randi Marodi; Chief Clerk Cynthia B. Griffin; Administrative Assistant Joyce Thornburg; Secretary Paula Jansante; Planning representative Kalie Chasko; WJPA representative Joe Jasek and concerned citizens Jim Piper, Frank Byrd, Fred Bender, Susan Bender, Annie Shaner, Bruce Bandel, Joyce Mayernik, and Frank Gambino.

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

Mrs. Vaughan led the meeting with a prayer.

Mr. Maggi led the Pledge of Allegiance.

Mrs. Vaughan entertained a motion approving Minute No. 1161 dated November 17, 2022.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving Minute No. 1161 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

Mrs. Vaughan stated that 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.

The following Washington County residents addressed the Commissioners during public comment:

Recorder of Deeds Carrie Perrell, gave an update about her office, stating that they have moved to an electronic record-keeping system for financial records, which is going well. She also discussed the impact that the increased interest rates have had in her office, which historically received about \$500 in interest and is expected to see that increase to \$25,000 to \$30,000 per year.

Annie Shaner noted that next year is vital because of the municipal elections, pointing out that local elections matter more than anything. She said the row offices, commissioners, and judgeships affect our lives more than the national elections. She encouraged everyone to do their homework and educate themselves about these positions.

Bruce Bandel read a letter from Dr. Jeffrey S. Elias and Mrs. Erica Chauvet who visited the election office on Nov. 8, 2022, with letters declaring them as representatives of state Sen. Douglas Mastriano and state Rep. Tim O'Neal, respectively. He said that for almost 40 minutes, Dr. Elias and Mrs. Chauvet were denied entry as election night watchers, which they believe was a violation of Pennsylvania election law.

Register of Wills Jim Roman continued reading the letter that was presented by Bruce Bandel, seeking an explanation as to why Dr. Elias and Mrs. Chauvet were denied access to the room for almost 40 minutes. He said election integrity is a growing concern across the country, state, and country. He said that when voters doubt the legitimacy of the election process, they can become disenfranchised and quit voting. He added that it is imperative that the election office and the elections board ensure that transparency is of utmost priority. He said we need to follow the law and make sure people vote.

THE BOARD OF COMMISSIONER'S RESPONSE

None

OLD BUSINESS

BID AWARD

Solicitor Grimm recommended the Board, on behalf of Purchasing, award the bid for electrical supplies (pick-up) for all Washington County facilities to The Hite Company, Washington, PA., based on their percent discount from catalog cost as submitted in their bid proposals. The contract will be effective January 1, 2023 through December 31, 2025, with the option to renew for two additional two-year periods. This bid has been awarded to the lowest, most responsive, and responsible bidder meeting the requirements.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid for electrical supplies for all Washington County facilities to The Hite Company.

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 Planning Commission, award the bid for the furnishing and installation of the Cross Creek fencing project to OI7 Construction, Ironton, OH. The total cost is \$75,809 and will be paid from gas lease funds. This bid has been awarded to the lowest, most responsive, and responsible bidder meeting the specifications.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid to OI7 Construction for the furnishing and installation of the Cross Creek fencing project.

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, award the bid contract for kitchen and housekeeping supplies to the following vendors:

- A-Z Janitorial Services, Washington, PA
- Jack Frye Sales & Service, Monongahela, PA
- Pyramid School Products, Tampa, FL
- Central Poly Bag Corp., Linden, NJ

The contract will be effective January 1, 2023 through June 30, 2023, with the option to renew for four additional six-month periods. This bid is being awarded to the lowest, most responsive, and responsible bidder meeting specifications.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid contract with the vendors listed.

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, award the bid for promotional items to Authentic Promotions, Carmichael, CA., at the across-the-board discount of 25% from the vendor's website for pens, magnets, cups, and clothing items, plus the cost of decoration. The contract will be effective January 1, 2023 through December 31, 2024, with the option to renew for two additional two-year periods. This bid has been awarded to the lowest, most responsive, and responsible bidder meeting specifications.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid for promotional items to Authentic Promotions.

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 Building and Grounds, award the bid for window washing to Squeegee Squad, Jeanette, PA. at a total cost of \$31,560. The contract will be effective November 30, 2022 through December 31, 2025. This bid has been awarded to the lowest, most responsive, and responsible bidder meeting specifications.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the bid for window washing to Squeegee Squad.

Roll call vote taken:

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

Motion carried unanimously.

BID CONTRACT EXTENSION

Solicitor Grimm recommended the Board, on behalf of Purchasing and the Coroner, extend the request for proposal (RFP) for post-mortem laboratory services to NMS Labs, Willow Grove, PA based on their submitted 2023 fee schedule. All work will be done on an as-needed basis. This contract extension will be effective January 1, 2023 through December 31, 2025, with the option to renew for an additional three-year period, unless terminated pursuant to the terms of the contract. All services will be charged to the Coroner's budget.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of our bid contract with NMS Labs.

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, extend the bid contract for plumbing supplies to the following vendors effective January 1, 2023 through December 31, 2024:

- Colt Plumbing, Mechanicsburg, PA at the Category B discount of 25%
- McKean Plumbing & Heating, Washington, PA at the Category A and B discount of 15%
- W.W. Grainger, Lake Forest, IL at the Category B discount of 5% off CRP

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of our bid contract with the vendors listed.

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, extend the bid contract for the furnishing and delivering of produce for the Correctional Facility to Albano's Produce, Washington, PA under the same terms and conditions as the original contract. This contract extension will be effective January 1, 2023 through December 31, 2024, and is contingent upon Prison Board approval.

Moved by Mr. Sherman, seconded by Mr. Maggi, approving the extension of our bid contract with Albano's Produce.

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 Finance and the Redevelopment Authority of the County of Washington as agent for Washington County Airport, to adopt a resolution approving the submission of plans to the Commonwealth of Pennsylvania, Department of Community and Economic Development to designate the Washington County Airport as an airport land development zone.

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and the Redevelopment Authority of the County of Washington as agent for Washington County Airport, of a contractual consent of landowner with the Commonwealth of Pennsylvania, Department of Environmental Protection for well cleanout and plugging activities of abandoned or orphaned oil and gas wells located on airport property. The work will be done at no cost to the County and the area will be restored to its original or better condition.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contractual consent of landowner with the Commonwealth of Pennsylvania, Department of Environmental Protection.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and the Sheriff's office, to accept a vehicle donation from EQT Corporation for use by the Sheriff's office's DARE program. The vehicle is a 2014 Jeep Grand Cherokee, has approximately 47,500 registered miles, has a dealer fair market value range of \$14,961 to \$17,284, and will be conveyed on an as-is basis. Per the Sheriff's office, the vehicle has recently been inspected and was visually inspected by the Sheriff.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the vehicle donation from EQT Corporation for use by the Sheriff's office's DARE program.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance and Public Safety, of a renewal grant agreement with the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency for the emergency management performance grant program. The agreement is in the amount of \$131,645 and will be for the period of October 1, 2021 through September 30, 2022. The agreement will be electronically signed by Finance Director Joshua Hatfield per the previously adopted resolution.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal grant agreement with the Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency for the emergency management performance grant program.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Finance, of the 2023 renewal fee and administrative fee for TASC as the County's flexible spending plan administrator. The renewal fee is \$684.48 and the administrative fee is \$4.62 per employee, per month.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the 2023 renewal fee and administrative fee for TASC as the County's flexible spending plan administrator.

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 the renewal of the professional services contract with The Cameron Wellness Center of the Washington Health System to provide employee wellness services effective January 1, 2023 through December 31, 2023. The rates of the contract will remain the same.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal contract with The Cameron Wellness Center of the Washington Health 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 Human Resources, of a contract between the County of Washington and SEIU Local 668 (Residual). The contract will be effective January 1, 2023 through December 31, 2025, that includes a 3% annual raise in 2023, a 3% annual raise in 2024 and a 2.25% annual raise in 2025.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the contract between the County of Washington and SEIU Local 668 (Residual).

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, approve the new County Animals in the Workplace Policy that prohibits employees from bringing their household pets to work. The only exception to this policy is the service animal with proper documentation.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the new County Animals in the Workplace Policy.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Children and Youth Services, of the following provider agreements for the period of July 1, 2022 through June 30, 2023. No additional county funds are required.

| <u>PROVIDER</u> | <u>AMOUNT</u> |
|-----------------|------------------|
| Bair Foundation | \$600,000 |
| A Child's Place | 250,000 |
| TOTAL | <u>\$850,000</u> |

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of authorization to advertise bids for election supplies for Washington County.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving authorization to advertise for bids for election supplies.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of authorization to advertise for linen supplies for Washington County.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving authorization to advertise for bids for linen supplies.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of authorization to advertise for bids for fire alarm inspections.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving authorization to advertise for bids for fire alarm inspections.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of a professional services agreement with PSI Engineering, to include the 2022-2023 General Fee Schedule for all county facilities on an as-needed basis, for the purpose of providing air quality control testing, including abatement projects. All other terms and conditions of the current agreement remain in full force.

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

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 agreement with Timeclock Plus, LLC., San Angelo, TX, to provide a web-based application to replace an outdated Google spreadsheet used for scheduling. This agreement will be effective November 30, 2022 for a period of 12 months and the total cost is \$2,250.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the agreement with Timeclock Plus, LLC.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing, of the extension of our current lease agreement with the Senate of Pennsylvania for the district office of Senator Camera Bartolotta located in the Crossroads Building, Washington, PA, for an additional four-year period under the same terms and conditions as the original agreement. This agreement will be effective January 1, 2023 through December 31, 2026.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the extension of our current lease agreement with the Senate of Pennsylvania for the district office of Senator Camera Bartolotta.

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 the renewal of our annual service agreement with SynergIT to provide support for the HP blades, servers, and SAN systems located in the 911 Center. This agreement will be effective January 1, 2023 through December 31, 2023, with an option to extend for an additional year, and the base cost of the support services is not to exceed \$75,000 per year. The cost is based on 8.5 hours of pre-scheduled services only (3-4 days per month). Services outside this scope of work would require written approval from Washington County and would be billed separately.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the renewal agreement with SynergIT.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing and Information Technology, of a maintenance agreement with Vertiv Services, Inc., Westerville, OH to include two preventative maintenance visits per year per site for the Emerson/Liebert UPS Systems located in the Courthouse, Courthouse Square and Public Safety. This agreement will be effective January 1, 2023 through December 31, 2023. The total cost is \$36,487.81 and will be paid from Information Technology and Public Safety operating budgets.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the maintenance agreement with Vertiv Services, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of Purchasing and Information Technology, of an extension to our current software license agreement #11493 with Service Express, Inc., Grand Rapids, MI for the purpose of providing maintenance on the 911 HP hardware components. This agreement will be effective through December 31, 2025. The total cost is \$9,187.20 per year and will be paid from the Public Safety operating budget and wireless money.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the extension of our software license agreement with Service Express, 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 a maintenance and support agreement with MRA, Incorporated, Washington, PA for software for the radio console purchased on the GSA contract from Avtec. This maintenance agreement will be effective January 1, 2023 through December 31, 2023, at a total amount of \$77,487.93. The total cost of this maintenance will be paid from the Public Safety state-collected surcharge funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the maintenance and support agreement with MRA, Incorporated for software for the radio console.

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 a maintenance agreement with MRA, Incorporated, Washington, PA for software and hardware for the logging recorder purchased on the GSA contract from Eventide. This maintenance agreement will be effective January 1, 2023 through December 31, 2023, at a total amount of \$26,550. The total cost of this maintenance will be paid from the Public Safety state-collected surcharge funds.

Moved by Mr. Sherman; seconded by Mr. Maggi, approving the maintenance agreement with MRA, Incorporated for software and hardware for the logging recorder.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held at 10 a.m. on Tuesday, November 29, 2022, following the agenda meeting to discuss personnel and litigation. The regularly scheduled Salary Board and Retirement Board meetings will be immediately following today's meeting.

SOLICITOR

None

There being no further business, Chairman Vaughan declared the meeting adjourned at approximately 2:29 p.m.

THE FOREGOING MINUTES WERE SUBMITTED FOR APPROVAL:

_____, 2022

ATTEST: _____

CHIEF CLERK

DRAFT

OLD BUSINESS
December 15, 2022

| | |
|----|---|
| A. | <p><u>BID AWARD</u> Purchasing respectfully requests the Commissioners award the bid for electrical service work to Schultheis Electric, Latrobe, PA. All work will be done on a time and material rate and on an as-needed basis including hourly rates for emergency repairs. The contract will be effective January 1, 2023 through December 31, 2023, with the option to renew for two additional one-year periods. This bid has been awarded to the lowest most responsive and responsible bidder meeting requirements.</p> |
| B. | <p><u>BID AWARD</u> Purchasing, on behalf of the Planning Commission, respectfully requests the Commissioners award the bid proposal for farmland appraisal services to Trustmark Real Estate Services, Aliquippa, PA, at a cost of \$3,000 per appraisal. This contract will be effective December 15, 2022 through December 31, 2024, with the option to renew for an additional one-year period.</p> |
| C. | <p><u>DONATION RESOLUTION</u> Purchasing respectfully requests the Commissioners adopt a resolution, in compliance with Section 1805 of the county code governing the sale or disposition of personal property, for the donation of old furniture, desk, shelving units, and countertops from the Courthouse to the Washington County Historical Society, who has formerly requested the donation and has met all required criteria.</p> |

NEW BUSINESS
December 15, 2022

| | |
|----|---|
| A. | <p><u>BOARD APPOINTMENTS – CHIEF CLERK</u> Chief Clerk respectfully requests the Commissioners approve the reappointments of Frank Howard to the Washington County Authority Board, William Iams and Earl Sadler to the Farmland Preservation Board, Ken Kulak to the Planning Commission Board, Suzanne Campbell to the BHDS Advisory Board; Jodi Noble, Lisa Scarmazzi, Phil Fiumara, Sheila Gombita, Bob Griffin, Kim Rogers, Ben Brown, Mike Kutsek, Brian Schill, Mary Lynn Spilak, Leanna Spada, Ned Williams, Joe Thomas, and Shona Eakin to the SPC Public Participation Panel Board, Larry Maggi to the SPC Commission Board, Jim McDonald to the Housing Authority Board, and the appointments of Josh Hatfield and Andrew Walz to the Hospital Authority Board.</p> |
| B. | <p><u>RESOLUTION – CHIEF CLERK</u> Chief Clerk, on behalf of the Redevelopment Authority of the County of Washington, respectfully requests the Commissioners adopt a resolution approving the plan amendment to the Local Share Account (LSA) program for FY 2022.</p> |
| C. | <p><u>CHANGE ORDER – PLANNING</u> Planning respectfully requests the Commissioners approve a change order with J5 Construction in the amount of \$2,400 for additional guide rails on the Buffalo #29 bridge in Blaine Township. The increased total contract amount is \$829,395 and will be paid with Act 13 bridge funds.</p> |
| D. | <p><u>AUTHORIZATION TO BID – PLANNING</u> Planning respectfully requests the Commissioners approve authorization to bid for the removal of the Raccoon #5 bridge in Hanover Township.</p> |
| E. | <p><u>BUDGET ADOPTION – FINANCE</u> Finance respectfully requests the Commissioners approve a tax levy and appropriation resolution fixing the tax rate for 2023 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 2023.</p> |
| F. | <p><u>SUPPLEMENTAL APPROPRIATION – FINANCE</u> Finance respectfully requests the Commissioners approve the annual supplemental appropriation.</p> |
| G. | <p><u>POLICY RENEWAL – FINANCE</u> Finance respectfully requests the Commissioners approve a policy renewal for aviation general liability coverage with Aviation Insurance Resources. The policy premium is in the amount of \$5,796 and will be effective January 1, 2023 through January 1, 2024.</p> |
| H. | <p><u>POLICY RENEWAL – FINANCE</u> Finance respectfully requests the Commissioners approve a policy renewal for accident 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, 2023 through January 1, 2024.</p> |

| | |
|----|---|
| I. | <p><u>AGREEMENT – FINANCE</u> Finance, on behalf of the Solicitor, respectfully requests the Commissioners approve an agreement with Marshall, Dennehey, Warner, Coleman, and Goggin PC for specialized litigation for the Jolliffe matter involving the Correctional Facility. The agreement will mirror the approved rates with the County’s insurer PCoRP at \$215/hour for partners, \$115/hour for associates, and \$115/hour for paralegals. The matter will be submitted to the County’s insurer PCoRP for potential coverage and if approved, all costs incurred by the County will be applied toward the County’s deductible.</p> |
| J. | <p><u>ASSOCIATION APPROVAL – FINANCE</u> Finance, on behalf of the Courts, respectfully requests the Commissioners add the Pennsylvania Court Reporters Association (PCRA) to the approved list of County associations.</p> |
| K. | <p><u>AGREEMENT – FINANCE</u> Finance, on behalf of Public Safety, respectfully requests the Commissioners approve an agreement with North Bethlehem Township and Pittsburgh SMSA Limited Partnership d/b/a Verizon Wireless for the 911 communications tower lease and tower sublease for the County’s tower located on Township owned property. The agreement will provide \$6,000 in rental revenue to the County and \$18,000 in rental revenue to the Township with an additional one-time rental payment to the Township in the amount of \$10,000. This agreement is at no cost to the County or Township with all rents being paid by Verizon Wireless.</p> |
| L. | <p><u>RENEWAL AGREEMENT – FINANCE</u> Finance, on behalf of the Sheriff, respectfully requests the Commissioners approve a renewal maintenance agreement with AutoClear LLC for the County’s two x-ray machines. The agreement is in the amount of \$8,400 and will be for the period of November 1, 2022 through October 31, 2023.</p> |
| M. | <p><u>GRANT AGREEMENT – FINANCE</u> Finance, on behalf of the Redevelopment Authority of the County of Washington as agent for the Washington County Airport, respectfully requests the Commissioners approve a grant agreement with the Commonwealth of Pennsylvania, Department of Transportation Bureau of Aviation for the airport master plan update. The grant agreement is in the amount of \$381,330 and will be for the period of the date of acceptance through June 30, 2025.</p> |
| N. | <p><u>POLICY RENEWAL – FINANCE</u> Finance respectfully requests the Commissioners approve a policy renewal for workers’ compensation coverage with Encova. The policy premium will not exceed \$300,000 and will be effective January 1, 2023 through January 1, 2024. In addition to the premium, the policy renewal will require the renewal of the letter of credit from Washington Financial.</p> |
| O. | <p><u>RENEWAL AGREEMENT – HUMAN RESOURCES</u> Human Resources respectfully requests the Commissioners approve the renewal of our current general services agreement with the Washington Health System Occupational Medicine Center d/b/a Washington Physicians Group for pre-employment exams and related testing for all county employees in job categories subject to Pennsylvania Department of Transportation (PADOT) regulations. The rates of the agreement will remain the same and will be effective January 1, 2023 through December 31, 2023.</p> |

| | |
|----|---|
| P. | <p><u>RENEWAL AGREEMENT – HUMAN RESOURCES</u> Human Resources respectfully requests the Commissioners approve the renewal of our current agreement with the Washington Health System Occupational Medicine Center for general drug and alcohol testing services for all county employees in job categories subject to Pennsylvania Department of Transportation (PADOT) regulations. The rates of the agreement will remain the same and will be effective January 1, 2023 through December 31, 2023.</p> |
| Q. | <p><u>RENEWAL AGREEMENT – HUMAN RESOURCES</u> Human Resources respectfully requests the Commissioners approve the renewal of the DOT Drug and Alcohol Testing Consortium with the Washington Hospital Occupational Medicine Center for drug and alcohol testing services for DOT-regulated random lottery draws. The rates of the agreement will remain the same and will be effective January 1, 2023 through December 31, 2023.</p> |
| R. | <p><u>RENEWAL AGREEMENT – HUMAN RESOURCES</u> Human Resources respectfully requests the Commissioners approve the renewal of the Share and Ride Program Consortium with the Washington Hospital Occupational Medicine Center for drug and alcohol testing services for non-regulated random lottery draws. The rates of the agreement will remain the same and will be effective January 1, 2023 through December 31, 2023.</p> |
| S. | <p><u>RENEWAL AGREEMENT – HUMAN RESOURCES</u> Human Resources respectfully requests the Commissioners approve a renewal of the current Employee Assistance Program (EAP) agreement with the Gateway Rehabilitation Center d/b/a Washington EAP Services in the amount of \$16,143 for services to all full-time employees and eligible family members. This agreement will be effective January 1, 2023 through December 31, 2023 and the monthly fee per employee remains the same at \$1.69/month.</p> |
| T. | <p><u>AGREEMENT – CHILDREN & YOUTH SERVICES</u> Children and Youth Services respectfully requests the Commissioners approve a provider agreement with American Expediting for the provision of concrete goods and services to promote reunification or to prevent out-of-home placement for the period of July 1, 2022 through June 30, 2023. The contract authorization amount is \$100,000 and no county funds are required.</p> |
| U. | <p><u>AGREEMENT – CHILDREN & YOUTH SERVICES</u> Children and Youth Services respectfully requests the Commissioners approve a purchase of service agreement with Stephen Dittmer, Esq. to represent Children and Youth Services in Juvenile Court for the period of December 15, 2022 through June 30, 2023. Services will be billed at \$65/hour and no county funds are required.</p> |
| V. | <p><u>GRANT APPLICATION – AGING SERVICES</u> Aging Services respectfully requests the Commissioners’ approval to submit a grant application to the Pennsylvania Department of Aging to replace the flooring at the Canonsburg Senior Center. The grant request is in the amount of \$28,000 with no match requirement. No county funds are required.</p> |
| W. | <p><u>GRANT APPLICATION – AGING SERVICES</u> Aging Services respectfully requests the Commissioners’ approval to submit a grant application to the Pennsylvania Department of Aging to install a pavilion, walking path, and fence at the Burgettstown Senior Center. The grant request is in the amount of \$120,000 with no match requirement. No county funds are required.</p> |

| | |
|-----|--|
| X. | <p><u>GRANT APPLICATION – AGING SERVICES</u> Aging Services respectfully requests the Commissioners’ approval to submit a grant application to the Pennsylvania Department of Aging to replace commercial kitchen equipment at eight Senior Centers. The grant request is in the amount of \$45,000 with no match requirement. No county funds are required.</p> |
| Y. | <p><u>AGREEMENT – PURCHASING</u> Purchasing, on behalf of the Coroner, respectfully requests the Commissioners approve an agreement with Dr. Courtney Healy for forensic pathologist services. This agreement will be effective January 1, 2023 through December 31, 2024, with an option to extend for two three-year periods by mutual consent of both parties, unless otherwise terminated pursuant to the terms of this agreement. All services will be paid from the Coroner’s budget at the previously approved rates.</p> <ul style="list-style-type: none"> • \$1,150 for each autopsy and protocol • \$100 for each appearance at Coroner’s inquest • \$100 for each court appearance at a magistrate’s hearing • \$500 for each court appearance • Mile at the current stated IRS rate. |
| Z. | <p><u>AGREEMENT – PURCHASING</u> Purchasing, on behalf of the Sheriff’s office, respectfully requests the Commissioners approve an agreement with Real Auction.Com, LLC to provide internet-based online sale of foreclosure properties sold by the Sheriff’s department. This agreement will be effective December 15, 2022 for a three-year period at no cost to the county.</p> |
| AA. | <p><u>ADDENDUM – PURCHASING</u> Purchasing respectfully requests the Commissioners approve addendum #4 to our current lease agreement between Washington County and the Washington County Authority for office space in the Courthouse Square building. The lease agreement will be effective January 1, 2023, for an initial term of three years and thereafter from year to year until either party provides at least a 365-day prior written notice. This lease agreement is under the same terms and conditions as the original contract.</p> |
| BB. | <p><u>ADDENDUM – PURCHASING</u> Purchasing on behalf of the Correction Facility, Children & Youth Services, and Juvenile Probation, respectfully requests the Commissioners approve an addendum to our current agreement with George Junior Republic to house Direct File juvenile offenders at a rate of \$755.54/day and on an as-needed basis. The addendum will be effective December 15, 2022, and continue until either party provides a 30-day written notice to terminate. This lease addendum is under the same terms and conditions as the original contract.</p> |
| CC. | <p><u>RENEWAL AGREEMENT – PURCHASING</u> Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve a renewal agreement with Motorola Solutions for the software license, maintenance, and call center support for the NG 9-1-1 Ready Hardware and Software for the period of January 1, 2023 through December 31, 2023. The total cost is \$79,000 and will be paid from the 9-1-1 fund.</p> |

| | |
|-----|---|
| DD. | <p><u>RENEWAL AGREEMENTS – PURCHASING</u></p> <p>Purchasing, on behalf of Information Technology, respectfully requests the Commissioners approve payments, at the previously approved rates, and a renewal software maintenance agreement with RBA Professional Data Systems for Informix and RBA software effective January 1, 2023 through December 31, 2023.</p> <ul style="list-style-type: none"> • Tax Software Maintenance and Upgrades in the amount of \$23,016.60 • GUI Client Software Maintenance in the amount of \$4,455 • Tax Assessment Maintenance in the amount of \$3,967 |
| EE. | <p><u>STATE CONTRACT – PURCHASING</u></p> <p>Purchasing, on behalf of Public Safety, respectfully requests the Commissioners approve the purchase of four (4) Cradlepoint modems with FirstNet Service to provide internet connectivity in DPS vehicles to access the Computer Aided Dispatch system and hazmat reference resources. The total amount is \$786/unit with a monthly charge of \$36.99/unit. The equipment and service costs will be paid from Hazmat funds.</p> |
| FF. | <p><u>STATE CONTRACT – PURCHASING</u></p> <p>Purchasing respectfully requests the Commissioners approve the purchase of one (1) iPhone from Verizon Wireless for Tammy Reese, the Domestic Relations Director. The monthly service fee is \$39.99, and costs will be paid from their operating budget.</p> |
| GG. | <p><u>RESOLUTION – REDEVELOPMENT AUTHORITY</u></p> <p>The Redevelopment Authority respectfully requests the Commissioners adopt a resolution approving the amendments and revisions to the Community Development Block Grant (CDBG) Program which are part of the County’s consolidated and annual action plan.</p> |