

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 836

Washington County Commissioners

Washington, Pennsylvania, April 17, 2008

The Washington County Board of Commissioners met in a regular session in the Public Meeting Room, Courthouse Square, Washington, Pennsylvania, with the following members being present: Commissioners Larry Maggi, Bracken Burns and Diana L. Irey. Also being present: Solicitor Lynn DeHaven; Mary Helicke, Chief Clerk; Linda Belcher, Administrative Assistant; Joy Sprowls, JoAnn Metz and Sue Orrick, Commissioners' Office; Roger Metcalfe, Finance Director; Tim Kimmel, Director Human Services; Melanie Thomas, Planning Commission; Harry Wilson, Veterans Director; Reverend James O'Brien, Faith Chapel Community Church; Mayor Frank Paterra, North Charleroi; Max Morgan, Economic Development; Craig Whyel, Health Partners; Flo Moffit, Richard White, Tom Matthews, Carl Maggi, interested citizens; Barbara Miller, Observer-Reporter and Jim Jefferson, WJPA.

Chairman Maggi called the meeting to order at approximately 10:00 a.m.

Reverend O'Brien led the meeting with a prayer.

Mr. Wilson led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 835 dated April 3, 2008 as written.

Moved by Mrs. Irey, seconded by Mr. Burns, approving Minute No. 835 as written.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioners read a Proclamation declaring the month of May, 2008 as "Protect our Children from Tobacco Smoke Pollution Month".

Moved by Mrs. Irey, seconded by Mr. Burns, adopting the foregoing Proclamation.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Mr. Whyel accepted the Proclamation and thanked the Board for their support. He commented on the importance of educating residents on the dangers of second-hand smoke to families, especially children.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Mayor Frank Paterra, of Charleroi, addressed the Board regarding his three-point plan to fight drugs in communities within Washington County. He asked the Board if they would consider his plan and move forward to begin the fight against crime and illegal drug activity.

OLD BUSINESS

Solicitor DeHaven recommended the Board award the bid for the Copper Standing Seam Roof Replacement and roof Repairs for the Correction Facility, Family Court Center and the 9-1-1 Center to R.A.M.E., Inc., of Washington in the amount of \$155,000.

Moved by Mrs. Irey, seconded by Mr. Burns, awarding the bid for the copper roof for the Courthouse and repair of roofs as per above.

Roll call vote taken:

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Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board ratify the bid award for the temporary two five-ton HVAC units.

This award was made to Preferred Renovations, Bethel Park, PA at the cost \$1980/unit for a total monthly cost of \$3960.

Moved by Mrs. Irey, seconded by Mr. Burns, to ratify the bid award for the temporary two five-ton HVAC units as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the para-transit raised-roof van to Blue Bird Bus Sales, Gibsonia, PA in the amount of \$39,890 plus \$1250 for the extended warranty.

Moved by Mrs. Irey, seconded by Mr. Burns, awarding the bid for the para-transit raised-roof van as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board approve the renewal of the following contracts under the same terms and conditions as the current contract:

TASERS

Extend the contract to Witmer Associates, Inc./Officer Store, Chalk Hill, PA for the purchase of Tasers and Accessories through April 4, 2009 at the per unit cost submitted in their bid proposal. The total yearly cost is approximately \$11,000.

This extension is in accordance with the terms and conditions of the original contract and has been approved by the vendors and the departments.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the renewal and extension with Witmer Associates, Inc. for tasers.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval a grant agreement with the Commonwealth of Pennsylvania – Pennsylvania Emergency Management Agency for Hazardous Material Emergency Preparedness Training. This grant program is in the amount of \$11,175 and is a reimbursable program which involves a federal share of 80% with the County providing a 20% soft match of the total projects.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the grant agreement for Hazardous Material Emergency Preparedness Training as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval a grant agreement with the Commonwealth of Pennsylvania – Pennsylvania Emergency Management Agency for Hazardous Material Emergency Preparedness Planning. This grant program is in the amount of \$3,160 and will provide geographic information system mapping services with a concentration on emergency management. No County funds are required.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the agreement for the Hazardous Material Emergency Preparedness Planning as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the reappointment of the following individuals to the Children and Youth Advisory Board effective through April 30, 2011:

Alice Lohr Vivian Osowski John Sawa Roger Young

Rebecca Tomasiak, effective through August 31, 2011

Moved by Mrs. Irey, seconded by Mr. Burns, approving the foregoing reappointments to the Children and Youth Advisory.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the appointment of Lew Irwin to the Veterans Advisory Council to replace Raymond Evans. The term will be effective through December 31, 2009.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the appointment of Lew Irwin to the Veterans Advisory Council as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the appointment of the following individuals to the Canvass Board for the Primary Election:

Fred Owens
Patricia Hagedorn
Marie Trozzo

Elizabeth Gillingham
Millicent Powell
Dorothy Wilhide

Paulie Chappel
Mary Lou DiTullio
Mary Lou Stranko
Manuel Yocolano

Moved by Mrs. Irey, seconded by Mr. Burns, approving the list of individuals to the Canvass Board for the Primary Election.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval to ratify the purchase of refreshments for the Courts in the amount of \$70.00. This purchase was made for the press opening of the Regional Booking Center. It is to be noted this purchase was approved by the President Judge.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the ratification of the purchase of refreshments as per above.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a travel request for Randy Jackson and Tom Bowman to attend the NADCP Training Conference in St. Louis, Missouri on May 28-31, 2008. The total estimated cost of the travel is \$2,563. No County funds are required.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the travel request for Randy Jackson and Tom Bowman as per above.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval two leases to remove hay from designated parcels in Cross Creek Park as follows:

1. Curtis Hamilton: tracts 10, 11, 12, 6A and 20 acres of Tract 6 totaling 75 acres for a payment of \$20 per acre (\$1,500) for a term of one year from April 1, 2008 through March 31, 2009.
2. Pete Monticello: tract 9A totaling 19 acres for a payment of \$20 per acre (\$380) for a term of one year from April 1, 2008 through March 31, 2009.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the Cross Creek Park hay leases as per above.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to submit a grant request in the amount of \$70,000 to the Pennsylvania Department of Conservation and Natural Resources for the design and engineering of the trail from Allegheny County to Primrose and from Dinsmore Avenue to West Virginia State Line. The scope consists of placing a limestone surface, bollards at trail crossings and improvements of parking areas. The grant will be matched with TEA funds for construction costs. No County dollars are required.

Moved by Mrs. Irely, seconded by Mr. Burns, approving authorization to submit the grant request to the Pennsylvania Department of Conservation and Natural Resources as per above.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval amendments to the Washington County Health Center's Code of Conduct. The amended language coincides with the County's Progressive Discipline Policy

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and defers to any applicable collective bargaining language.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the foregoing amendments to the Washington County Health Center's Code of Conduct.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following provider agreements for Child Care Information Services. The agreements will automatically renew until either party notifies the other party in writing of their intent not to renew under the current terms.

Amanda L. Cole, Washington, PA
Lathan J. Elder, Westland, PA
Ruthann Miller, Washington, PA
Darlene Ramey, Donora, PA
Sonja C. Bailey, Washington, PA
Ann Graves, Westland, PA
Carol L. Lawrence, Washington, PA
Erika Rusnak, New Eagle, PA
Lattorie Vince, Monessen, PA
Amber C. Lasenby, Canonsburg, PA

Moved by Mrs. Irely, seconded by Mr. Burns, approving the foregoing Child Care Information provider agreements.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of an addendum to the following purchase of service contracts for Children and Youth Services for the period July 1, 2007 through June 30, 2008. No additional County funds are required.

	<u>FROM</u>	<u>TO</u>
Family Care for Children and Youth	\$ 275,000	\$ 410,000
George Junior Republic in PA	<u>130,000</u>	<u>195,000</u>
TOTAL	\$ 405,000	\$ 605,000

Moved by Mrs. Irely, seconded by Mr. Burns, approving the foregoing addendums for the purchase of service contracts for Children & Youth Services

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following provider agency allocation adjustments for Mental Health/Mental Retardation for the period July 1, 2007 through June 30, 2008. No additional County funds are required.

	<u>FROM</u>	<u>TO</u>
Pressley Ridge	\$ 10,000	\$ 30,000

Moved by Mrs. Irely, seconded by Mr. Burns, approving the provider agency allocation adjustments as per above.

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Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to advertise for a Request for Proposal for a Unified Electronic Payment System for the Treasurer's Office for payment of taxes, and licenses for dog, hunting, bingo, etc. This would be for the website and over the counter transactions. It is to be noted once this is in place; any County office will be able to utilize the service.

Moved by Mrs. Irey, seconded by Mr. Burns, approving authorization to advertise for a request for proposals for a unified electronic payment system as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the purchase of a 100 KVA UPS for the purpose of providing a power back up for the Fourth Floor Data Center. This purchase will be made from Anixter, Pittsburgh PA at a cost of \$61,136.70 and is being paid through the Wireless 9-1-1 grant money and no County funds are required. As this purchase is being made from the PEPPM Contract it does not require bidding.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the purchase of a 100 KVA UPS for the Data Center as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following purchases:

- On Base Licensing, First Year Software Support and Professional Services for the installation and configuration of the software at a total cost of \$33,960 from IMR Limited, Camp Hill, PA. This purchase is for document scanning projects for the Commissioners' Office, Controller, Human Services, Finance, and Purchasing.
- The hardware which consists of three scanners will be purchased from CDW-G at a total cost of \$15,547.

All items are being purchased from the PA COSTARS Contracts and therefore do not require bidding. The Records Improvement Committee has allocated \$15,000 towards the project and the remaining \$34,507 will be paid by the County. This expense has been approved by the Capital Expenditure Committee.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a lease agreement with the Redevelopment Authority for office space in Courthouse Square. This lease is effective March 1, 2008 through February 28, 2009 at the rate of \$14.50/sq. ft plus nineteen parking spaces at \$22/month. Total monthly rent is \$10,064.75.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the lease agreement with the Washington County

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Redevelopment Authority as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an extension to the current lease with Andrew Uram for office space for District Justice Spence through April 30, 2009 at the rate of \$3,569.20 per month. It is to be noted this is a 3% increase from our current rate.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the foregoing extension to the lease with Andrew Uram for office space.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to accept the Service Agreement from Cintas, Bridgeville, PA for the purpose of picking up and destroying old records. Cintas provided the lowest cost at \$30 per pickup, and \$3.95 per container for monthly scheduled pickups. Unscheduled stops are at \$30 stop and a rate of \$.03 per pound. The yearly costs are estimated at approximately \$2,500. This contract will be effective May 19, 2008 through May 18, 2011.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the acceptance of the Service Agreement from Cintas for picking up and destroying old records as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the payment of approximately \$34,431.86 to Sungard Pentamation, Inc., Chicago, Ill. (Proforma). This is for software support and maintenance for the fund accounting system. This is an increase of approximately \$1,947 over last year. This amount is charged to the Information Technology budget.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the payment to Sungard Pentamation for software support and maintenance as per above.

Roll call vote taken:

Mrs. Irey - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an extension to the current lease with Kathy D'Amico for office space for District Justice Kanalis through April 30, 2013 at the following rate:

May 1, 2008 to April 30, 2009	\$1,738.91
May 1, 2009 to April 30, 2010	\$1,791.08
May 1, 2010 to April 30, 2011	\$1,844.81
May 1, 2011 to April 30, 2012	\$1,900.15
May 1, 2012 to April 30, 2013	\$1,957.16

This is a 3% increase yearly.

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Moved by Mrs. Irely, seconded by Mr. Burns, approving the extension to the current lease with Kathy D'Amico

and the above-listed rates.

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

SOLICITOR

Solicitor DeHaven presented to the Board for their consideration and approval the following tax refund.

Moved by Mrs. Irely, seconded by Mr. Burns, authorizing the Tax Assessment Office to prepare the following tax refund to due either duplication of overpayment of real estate property tax.

- | | | |
|----|--|-----------------|
| 1. | Beau Street Association
Southpointe Plaza II
Suite 400
400 Southpointe Boulevard
Canonsburg, PA 15317
District: Washington 2 nd Ward
Parcel No. 720-001-00-00-0001-01
Total: \$27,011.94 | 2007 County Tax |
|----|--|-----------------|

Roll call vote taken:

Mrs. Irely - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held on April 17, 2008 immediately following the Agenda Meeting as an information session related to personnel and labor relations.

County Offices will be closed on April 22, 2008 in observance of Primary Election Day.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately

10:30 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

April 17, _____, 2008

ATTEST:

Mary E Helicke
CHIEF CLERK