

# MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 845

Washington County Commissioners

Washington, Pennsylvania, October 2, 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 Mary Lynn Drewitz; Mary Helicke, Chief Clerk; Linda Belcher, Administrative Assistant; Scott Fergus, Director of Administration; Joy Sprowls and Sue Orrick, Commissioners' Office; Chris Weller, Court Administrator; Steve Toprani, District Attorney; Carrie Taylor and Pat Maxon, Human Resources; Tim Kimmel, Human Services; Reverend Don O'Hare, Central Assembly of God Church; Harry Wilson, Veterans Office; Melanie Finney-Thomas, Planning Commission; Pam Cummings and Chuck Porch, The Washington Hospital; Malcolm Petriccia, Michael Baker Engineers; Carl Maggi, interested citizen; Barbara Miller, Observer-Reporter.

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

Pastor O'Hare led the meeting with a prayer.

Mr. Maggi led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 844 dated September 18, 2008 as written.

Moved by Ms. Irey, seconded by Mr. Maggi, approving Minute No. 844 as written.

Roll call vote taken:

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

Motion carried unanimously.

## SPECIAL ORDER OF BUSINESS

The Commissioners read a Proclamation designating October as "National Depression Screening" month.

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

Roll call vote taken:

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

Motion carried unanimously.

Mr. Porch and Ms. Cummings, of The Washington Hospital, thanked the Board for promoting national depression screening during the month of October. They commented on the importance of addressing depression and stated there are many resources available to assist individuals who may be experiencing depression.

Ms. Cummings also commended the Board for their Washington County Wellness Program and getting employees involved in practicing good health habits.

(RECESS FOR PHOTOS)

## PUBLIC COMMENTS

## OLD BUSINESS

Solicitor Drewitz recommended the Board award the bid for the printing of the NCR forms to AD Forms, LLC, Donora PA. This contract is effective October 2, 2008 through August 31, 2009 with the option to extend through August 31, 2010. This bid has been awarded to the lowest most responsive and responsible bidder meeting the specifications.

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Moved by Ms. Irey, seconded by Mr. Burns, awarding the bid for the printing of the NCR forms to AD Forms, LLC as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewtiz recommended the Board award the bid for the food service trays for the Correctional Facility to Aladdin Temp-Rite, Hendersonville, TN at the per unit cost of \$26.90 for a total of approximately \$9700. This contract is effective October 2, 2008 through October 31, 2009. This bid has been awarded to the lowest most responsive and responsible bidder meeting the specifications.

Moved by Ms. Irey, seconded by Mr. Burns, awarding the bid for the food service trays for the Correctional Facility to Aladdin Temp-Rite as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board award the bid for the plumbing services on a time and material basis to McVehil Plumbing and Heating Supply Co., Inc, Washington PA. This award is at the hourly rate of \$65 for regular rates and overtime rates at \$75 per hour. All material is at a 15% discount from list price. This contract is effective October 15, 2008 through October 14, 2009 with the option to extend for two additional one-year periods. This bid has been awarded to the lowest most responsive and responsible bidder meeting the specifications.

Moved by Ms. Irey, seconded by Mr. Burns, awarding the bid for plumbing services to McVehil Plumbing and Heating Supply Co., Inc. as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board award the bid for the Joint Municipal Purchasing for Washington County to the following vendors:

Heilman Pavement Specialties, Inc., Sarver, PA  
 Judson Wiley & Sons, Inc., Washington PA  
 DeSir Supply, Inc., Meadowlands, PA  
 Windward Petroleum, Inc., Youngwood, PA

This contract is effective October 2, 2008 through September 30, 2009. All items have been awarded to the lowest most responsive and responsible bidders meeting the specifications.

Roll call vote taken:

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

Motion carried unanimously.

#### NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval to ratify a travel request for Betsy Dane in the approximate amount of \$950 to attend the 34<sup>th</sup> North American Victim Assistance Conference in Louisville, KY. No County funds are required.

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Moved by Ms. Irej, seconded by Mr. Burns, approving the ratification of the travel request for Betsy Dane as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following appointments to the Children and Youth Services Advisory Board for two year terms:

Jennifer Litton

Becky Spence

Monica Helv

The terms will be effective through October 2, 2010.

Moved by Ms. Irej, seconded by Mr. Burns, approving the foregoing board appointments.

Roll call vote taken:

Ms. Irej - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the purchase of service credit for Yvonne Orsatti for retirement purposes for the period April 22, 1991 to May 12, 1991 and June 3, 1996 to July 1, 1996. Mrs. Orsatti's contribution is \$384.54 which represents both County and member contributions. Since this time was non-compensable time off, approval is needed by the Board of Commissioners and the Retirement Board.

Moved by Ms. Irej, seconded by Mr. Burns, approving the request for purchase of service credit for Yvonne Orsatti as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a contract with John D. Richards as Child Custody Conference Officer at the rate of \$200 per case. Payments shall not exceed \$21,500 per calendar year and is effective October 6, 2008. It is to be noted Mr. Richards replaces William A. Congelio.

Moved by Ms. Irej, seconded by Mr. Burns, approving the foregoing contract with John D. Richards as Child Custody Conference Officer.

Roll call vote taken:

Ms. Irej - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with PADOT to convey permanent right-of-way and temporary right-of-way from fairgrounds property to the Commonwealth of Pennsylvania for the purpose of the Arden Bridge replacement and associated roadway widening. The affected land will not adversely impact the fair operations and all fencing, gates, trees and signage will be moved and/or replaced by the contractor. The conveyance is a donation to the State for these purposes.

Moved by Ms. Irej, seconded by Mr. Burns, approving the agreement with PADOT for the Arden Bridge as per above.

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Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a supplement to Michael Baker Jr., Inc. in the amount of \$41,611.34 for the Vault Relocation and VISAIDS Project. The amount of \$37,540.52 is for Construction Inspection and \$4,070.82 is for Obstacle Clearance Surface Plans requested by the Federal Aviation Administration. Costs will be paid 100% federal funds.

Moved by Ms. Irey, seconded by Mr. Burns, approving the supplement to Michael Baker, Jr. Inc. for the Vault Relocation and VISAIDS Project as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a contract with HRG, Inc. in the amount of \$302,000 for completion of the Phase II Stormwater Management Plan. These costs will be paid 75% State (DEP grant) and 25% County over the planning period from 2008 through June 2011.

Moved by Ms. Irey, seconded by Mr. Burns, approving the contract with HRG, Inc. for the Phase II Stormwater Management Plan as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the 2008/2009 provider service agreements with the list of previously approved providers. The agreements will automatically renew until either party notifies the other party, in writing, of their intent not to renew under the current terms.

Alexandria Amatangelo, Donora, PA  
James R. Brown, Washington, PA  
Tamara E. Ilyankoff, Washington, PA

Moved by Ms. Irey, seconded by Mr. Maggi, approving the foregoing Child Care Information provider agreements.

Roll call vote taken:

Ms. Irey - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a contract addendum to extend the 2007/2008 Purchase of Service Contract with Professional Family Care Services, Inc. for Children and Youth Services from July 1, 2008 through September 30, 2008. No additional County funds are required.

Moved by Ms. Irey, seconded by Mr. Burns, approving the contract addendum with Professional Family Care Services, Inc. as per above.

Roll call vote taken:

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

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Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a provider agreement with Southwood Psychiatric Hospital for the Mental Health/Mental Retardation Office in the amount of \$15,000 for the period July 1, 2008 through June 30, 2009. No additional County funds are required.

Moved by Ms. Irely, seconded by Mr. Burns, approving the provider agreement with Southwood Psychiatric Hospital as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with the Greater Washington County Food Bank, in the amount of \$25,000, for the administration and distribution of the Emergency Food Assistance Program (TEFAP). The term of the agreement is for the period October 1, 2008 through September 30, 2009 and no County funds are required.

Moved by Ms. Irely, seconded by Mr. Maggi, approving the agreement with the Greater Washington County Food Bank as per above.

Roll call vote taken:

Ms. Irely - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to advertise for bids for the replacement flooring for six showers at the Washington County Health Center. The cost is estimated at approximately \$30,000.

Moved by Ms. Irely, seconded by Mr. Burns, approving authorization to advertise for bids as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a payment of \$15,048 (decrease of \$577) to renew the Websense licensing. This renewal is effective December 18, 2008 through December 17, 2009 and is purchased from Dell ASAP Software, Buffalo Grove, IL from PA State Contract 5810-10.

Moved by Ms. Irely, seconded by Mr. Burns, approving the payment to renew the Websense licensing as per above.

Roll call vote taken:

Ms. Irely - 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 Blackberry phone for Lori Harbert, Director of Children and Youth Services. The cost of the blackberry is \$199.96 and the service is \$79.99 month which includes 450 air time minutes and unlimited data.

Moved by Ms. Irely, seconded by Mr. Burns, approving the purchase of a Blackberry phone for the Children and

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Youth Services Director as per above.

Roll call vote taken:

Ms. 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 Cisco hardware from Verizon at a total cost of approximately \$33,000 for the Washington County Courts in conjunction with Allegheny County Courts to provide a backup of all court related information as required by the AOPC (Administrative Office of PA Courts). This purchase will be paid by C-17 funds, therefore, no County funds are required.

Moved by Ms. Irey, seconded by Mr. Burns, approving the foregoing purchase for the Courts.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a four year lease/purchase of a Ford E150 van for Community Services. This lease is approximately \$5895 annually in advance with \$1 buy out at the end of the term.

Moved by Ms. Irey, seconded by Mr. Burns, approving the lease/purchase of a Ford van for Community Services.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an increase of \$150,000 to the contract with SynergIT as the Project Management/Integrator for the E91-1- project. This increase has been approved by PEMA. It is to be noted the total amount of this contract is funded by 9-1-1 Wireless grant.

Moved by Ms. Irey, seconded by Mr. Burns, approving the increase to the contract with SynergIT as per above.

Roll call vote taken:

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

Motion carried unanimously.

#### ANNOUNCEMENTS

An Executive Session was held on October 1, 2008 immediately following the Agenda Meeting as an information session related to personnel.

The Salary Board Meeting will be held following today's board meeting.

#### SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:35 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

\_\_\_\_\_ *October 10* \_\_\_\_\_, 2008

ATTEST: *Mary E Helicke*  
CHIEF CLERK