

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Minute No. 822

Washington County Commissioners

Washington, PA October 4, 2007

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: Scott Fergus, Director of Administration; Mary Helicke, Chief Clerk; Mary Lyn Drewitz, Solicitor; Linda Belcher, Administrative Assistant; JoAnn Metz and Joy Sprows, Commissioners' Office; Tim Kimmel, Director Human Services; Melanie Thomas, Planning Commission; Pastor Gary Gibson, North Buffalo Presbyterian Church; Harry Wilson, Veterans Director; Linda Cairns and Jennifer Johnson, Human Services; Carl Maggi, American Legion; Rebecca Maclean, U. S. Department of Housing and Urban Development; Alice Derian and Aleta Richmond, Business and Professional Women's Club; Nellie, Ed and Lisa Chester, Peg Wilson, Mary Yates and Mary Lou Victor, Greater Washington Food Bank; Representative Tim Solobay; John Adams, Dave Blose, Steve Toprani, Harry Sabatasse, Steve Fisher and Joe Zupancic, interested citizens; Barbara Miller, Observer-Reporter; Jim Jefferson, WJPA; and Stacey Wolford, Valley Independent.

Co-Chairman Burns called the meeting to order at approximately 10:00 a.m.

Pastor Gibson led the meeting with a prayer.

Mr. Maggi led the Pledge of Allegiance.

Co-Chairman Burns entertained a motion to approve Minute No. 821 dated September 20, 2007 as written.

Moved by Mrs. Irey, seconded by Mr. Maggi, approving Minute No. 821 as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioner read a Proclamation declaring October as National Energy Conservation - Change a Light Month.

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

Roll call vote taken:

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

Motion carried unanimously.

Ms. Maclean accepted the Proclamation and thanked the Board for their continued support. She explained the importance of consumers changing to the new energy efficient light bulbs and gave statistics on the amount of energy saved by doing this simple change.

The Commissioners read a Proclamation declaring October 15-19, 2007 as National Business Women's Week.

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

Roll call vote taken:

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

Motion carried unanimously.

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Ms. Derian from the Canonsburg chapter of BPW accepted the Proclamation and commended the Board for their support. She and Ms. Richmond (from the Washington chapter) mentioned various events that will be taking place during the week recognizing National Business Women's Week.

The Commissioners presented a plaque of recognition to Nellie Chester of the Greater Washington County Food Bank acknowledging her many years of service with the food bank.

Mrs. Chester thanked the Board for the plaque and commented on the functions of the food bank. She introduced and thanked the board members and her family for their many years of support.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Harry Sabatasse, of Burgettstown, noted that due to family matters he was not able to attend the last few meetings and apologized for his absence. Mr. Sabatasse again addressed the Board regarding the elected official pay raises and asked when this action would be rescinded. He brought to the Board's attention the large number of homeowners who are losing their homes because they are not able to pay their taxes. He stated the Board should have a roll back in taxes using slots revenue for tax reform. Mr. Sabatasse commended Commissioner Irej for attempting to stop the pay raises.

John Adams, of Avella, made comments regarding issues he felt the Board needs to address and suggested ways to help solve them.

OLD BUSINESS

Solicitor Drewitz recommended the Board award the bid for printed forms for Washington County to the following vendors based on the per unit cost submitted in their bid proposals.

Five Thousand Forms, Inc., Fogelsville, PA
 Harper Printing Service, Pittsburgh PA
 Master's Ink Corp, Canonsburg PA
 National Data Services of Chicago, St Charles IL
 Office Max, North America, Naperville IL
 Pegasus Printing d/b/a Quality Quick, Washington PA

This bid has been awarded to the lowest most responsive and responsible bidders meeting specifications. The bid will be in effect through August 31, 2008 at a total yearly cost of approximately \$30,000.

Moved by Mrs. Irej, seconded by Mr. Maggi, awarding the bid for the printed forms as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board award the bid for the Diesel Tractor w/Boom Mower for the Parks Department to Bull International, Inc, Washington, PA in the amount of \$65,540. This bid is being awarded to the lowest most responsive and responsible bidder meeting the specifications.

Moved by Mrs. Irej, seconded by Mr. Maggi, awarding the bid for the Diesel Tractor with a Boom Mower as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board award the Call Manager and Wireless Implementation proposal for the Health Center to Presidio Networked Solutions, Inc., Greenbelt MD in the amount of \$19,960. It is to be noted all costs will be paid by the Health Center.

Moved by Mrs. Irely, seconded by Mr. Maggi, award the proposal for the call manager and wireless implementation to Presidio Networked Solutions as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board award the proposal for the Software Application for Tracking Pension and Retirement Information to Cold Cypress LLC, Bridgeville, PA in the amount of \$28,620. Cold Cypress has provided the lowest most responsive and responsible proposal. The costs for this software is being paid by the Records Improvement Committee, therefore, no County funds are required.

Moved by Mrs. Irely, seconded by Mr. Maggi, awarding the proposal for the software application for tracking pension and retirement information as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board award the bid for the food and staples to the following vendors based on the "per unit" cost submitted in their bid proposals:

Stroehmann Bakeries, Harrisburg, PA – all bread products

OHI Ice Cream Dist, Washington, PA – all ice cream products

J. D. Marra Hotel & Rest. Service, Washington, PA – all coffee products

All items have been awarded to the lowest most responsive and responsible bidders meeting specifications. The total cost of the items included in this bid award is approximately \$60,000.

Moved by Mrs. Irely, seconded by Mr. Maggi, awarding the bid for the food and staples to the above-stated vendors.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board approve an extension to the current bid contract for welding services to Job Fab, Inc., Washington, PA. All work is performed "as needed" based on time and material. The yearly costs average approximately \$10,000.

Moved by Mrs. Irely, seconded by Mr. Maggi, approving the foregoing bid extension for welding services to Job Fab, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board approve authorization for a thirty (30) day extension on awarding of the bid for the counter tops for the Health Center renovation project. This extension is pursuant to Act 142, Senate Bill

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1154, effective February 20, 2001. One bid was received and the vendor had agreed to the extension. This request is being made on behalf of the Health Center as they need more time to determine if the vendor is meeting the specifications.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the thirty day extension on awarding the bid for the counter tops at the Washington County Health Center as per above.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval to ratify the grant application to the Department of Community Economic Development (DCED). The grant is in the amount of \$20,000 and will be used for the replacement of the angel sculptures Liberty and Justice. No County funds are required.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the grant application to the Department of Economic Development as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to ratify the grant application to the Department of Community Economic Development (DCED). The grant in the amount of \$10,000 is for replacement of a van for the Department of Veterans Affairs. A cash match in the amount of \$3,500.00 is required.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the grant application to the Department of Economic Development as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to adopt a resolution approving and placing into immediate effect the Hazard Mitigation Plan of Washington County from the Public Safety Department. This plan is to be reviewed every five years to conform to the requirements set forth by the Pennsylvania Emergency Management Agency's Guidelines.

Moved by Mrs. Irej, seconded by Mr. Maggi, adopting the foregoing Resolution for the Public Safety Department.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a grant with the Pennsylvania Commission on Crime and Delinquency. This federal grant in the amount of \$50,700 will be used to purchase fingerprinting and photographing equipment to operate a booking center in the Family Court Center. The County portion (approximately \$16,900) will come from the Adult Probation Supervision Fund.

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Moved by Mrs. Irej, seconded by Mr. Maggi, approving the grant with the Pennsylvania Commission on Crime and Delinquency as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the School Based Probation Agreements with Ringgold and McGuffey School Districts. Juvenile Probation is providing a full-time probation officer at Ringgold and a part-time officer at McGuffey.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the School Based Probation Agreements as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a capital budget grant agreement with the Pennsylvania Department of Transportation, Bureau of Aviation in the amount of \$351,000 (75%) to construct a portion of the north side access road (phase II) at the Washington County Airport which will require a County match of \$117,000 (25%).

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the capital budget grant agreement for the Washington County Airport as per above.

Roll call vote taken:

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

Joseph Weimer, Ruffs Dale
 Brittany Miller, Washington
 Dawn Ambruzzi, Muse
 Sandy Roberts, Prosperity
 Lawrence Rohm, Finleyville
 Mark Taylor, Washington

Cynthia J. Jones, Donora
 Kathy A. Almasy, Canonsburg
 Denise McDongan, Avella
 Lucille Agnew, Washington
 Kathy McFall, Washington
 Benancio Aragon, Washington

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the list of providers for the Child Care Information Services as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval addendums to the following Human Services Development Fund agreements for the period July 1, 2007 through June 30, 2008. No additional County funds are required.

	<u>FROM</u>	<u>TO</u>
Washington County Aging Services	\$75,000	\$77,000
Greater Washington County Food Bank	<u>\$10,000</u>	<u>\$15,000</u>
TOTAL	\$85,000	\$92,000

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Moved by Mrs. Irey, seconded by Mr. Maggi, approving the addendum to the foregoing agreements for the Human Services Development Fund.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an addendum to the agreement with Collective Impact for the period July 1, 2007 through June 30, 2008. This addendum will increase the agreement amount from \$10,500 to \$15,000 and will be needed to purchase the About Us Module for the Resource Directory and no additional County funds are required.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the addendum to the agreement with Collective Impact as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval agreements with the following Purchase of Service Providers for the period of July 1, 2007 through June 30, 2008 for Children and Youth Services. No additional County funds are required.

<u>PROVIDER</u>	<u>AMOUNT</u>
NHS Youth Services d/b/a Northwestern Academy	\$150,000
Emergency Youth Shelter YMCA Greensburg	<u>25,000</u>
TOTAL	\$175,000

Moved by Mrs. Irey, seconded by Mr. Maggi, approving the foregoing agreements for Children and Youth Services.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following provider contracts for the period July 1, 2007 through June 30, 2008 for the Mental Health/Mental Retardation Office. The total amount of the contracts are \$135,575. A County match of \$1,000 is required.

<u>PROVIDER</u>	<u>AMOUNT</u>
Transitional Employment Cons.	\$10,556
ABDD	76,702
Achieva/Compro	<u>48,317</u>
	\$135,575

Moved by Mrs. Irey, seconded by Mr. Maggi, approving the provider contracts for Mental Health/Mental Retardation as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a professional services agreement with Mary Jeanne Holland to provide essential nutritional support services to the residents at the Washington County Health

Center. The term of this agreement will be from October 1, 2007 through September 30, 2008 and the total amount of this agreement will not exceed \$9,800.00 at an hourly rate of \$35.00. No additional County funds are required.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the professional services agreement with Mary Jeanne Holland as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to bid or purchase from PA State Contract a handicapped accessible van for the Aging Services Office to transport older individuals with physical disabilities to and from senior citizen centers and other activities throughout the county. The cost of the van is estimated at approximately \$38,000. Funds for this purchase will be paid as follows: \$20,000 from DCED grant and \$18,000 from capital funds.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the ratification to bid or purchase a handicap accessible van as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to advertise for bids for the rental of an HVAC unit for the 911 data center. These costs are estimated at approximately \$1,800 a month until the installation of the new HVAC system which is in the bid process. The time period is approximately six months. This will allow the 911 project to continue to move forward with the testing of all of the HP equipment that is in place.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving authorization to advertise for bids for the rental of an HVAC unit for the 9-1-1 data center.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a Change Order to the contract with Lone Pine Construction, Washington, PA in the amount of \$1,764. This is for the changes that were made to the construction of the jury box to comply with the handicap accessibility.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the Change Order with Lone Pine Construction as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to purchase air service for two (2) Sierra 875 Air Cards for the Sheriff's Office. These cards will be used by the undercover warrant squad to give them access to J-Net, checking warrants, driver license photos, reports, etc. Cingular service is at the cost of \$47.99/month and the air cards are free with activation.

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Moved by Mrs. Irej, seconded by Mr. Maggi, approving authorization to purchase air service for the Sheriff's Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with HJ Storage Trailers, Cranberry Township for the purpose of renting storage trailers for the Washington County Health Center. This contract is at \$85 per trailer, per month effective October 1, 2007 and will continue on a month-to-month basis during the term of the renovations at the Health Center. They will be renting two trailers for approximately 24 months and one trailer for approximately 12 months with a total cost of approximately \$5,100. Three prices were obtained and this is the lowest cost. There is also a \$50 charge for pickup and delivery.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the agreement with HJ Storage Trailers for the Washington County Health Center as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an extension to the current contract with Mary Jeanne Maggi of Washington as an RN Consultant for Aging Services through December 31, 2008. The service is at the cost of \$29 per hour for an average of 15 hours per week, not to exceed 800 hours annually. This is in accordance with our current contract and all parties have agreed to the extension. (It is to be noted for the record, the employment of Mary Jeanne Maggi predates the administration of Commissioner Maggi and Commissioner Maggi played no role in the discussion of the contract.)

Moved by Mrs. Irej, seconded by Mr. Burns, approving the extension to the current contract with Mary Jeanne Maggi as per above.

Roll call vote taken:

Mrs. Irej - Yes; Mr. Maggi - Abstain; Mr. Burns - Yes.

Motion carried.

Chief Clerk presented to the Board for their consideration and approval to ratify the authorization to purchase 200 additional employee licenses and 45 managerial licenses for the Kronos payroll system. It is to be noted that by making this purchase before the end of September the County will save 20% on the total purchase. The cost of this purchase with the discount is \$35,629 which includes one year of maintenance. A total of \$6,548 of this purchase will be charged to departments that receive reimbursements. The remaining \$29,081 will be charged to Central Services.

Moved by Mrs. Irej, seconded by Mr. Maggi, approving the ratification to purchase additional licenses from the Kronos payroll system as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a lease/purchase agreement with H.P. (in accordance with the PA COSTARS 3 contract) in the approximate amount of \$5564,000 to replace equipment in the Information Technology data center that was damaged during a recent power outage. The three-year agreement is payable monthly in the amount of approximately \$50,000. Reimbursement of the equipment is expected through the County's insurance carrier.

Moved by Mrs. Irey, seconded by Mr. Maggi, approving the foregoing lease/purchase agreement with H.P. for the Information Technology data center.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to advertise for bids for the Phase I Access Road Paving Project at the Washington County Airport.

Moved by Mrs. Irey, seconded by Mr. Maggi, approving authorization to advertise for bids for the paving project at the Washington County Airport as per above.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held on October 3, 2007 immediately following the Agenda Meeting as an information session related to labor relations and personnel

A Salary Board Meeting will be held immediately following the Commissioners' Meeting today.

County Offices will be closed on October 8, 2007 in observance of the Columbus Day holiday.

A special Retirement Board Meeting will be held at the close of business on October 9, 2007.

SOLICITOR

Solicitor Drewitz presented to the Board for their consideration and approval the following tax refunds.

Moved by Mrs. Irey, seconded by Mr. Maggi, authorizing the Tax Assessment Office to prepare the following tax refunds due to either duplication or overpayment of real estate or personal property tax:

- | | |
|--|------------------------|
| <p>1. Margaret Wagner
113 Sandy Ridge Road
State College, PA 16803
District: Cecil Township
Parcel: 140-007-06-02-0003-00
Total: \$11.34</p> | <p>2007 County Tax</p> |
| <p>2. Margaret Wagner
113 Sandy Ridge Road
State College, PA 16803
District: Cecil Township
Parcel: 140-007-05-02-0009-00
Total: \$2.62</p> | <p>2007 County Tax</p> |
| <p>3. Margaret Wagner
113 Sandy Ridge Road
State College, PA 16803
District: Cecil Township
Parcel: 140-007-05-03-0022-00
Total: \$2.62</p> | <p>2007 County Tax</p> |

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4. Eric L. Ellis, William P. & Penny Vilchek 2007 County Tax
 3392 Route 136
 Finleyville, PA 15332
 District: Somerset Township
 Parcel: 580-019-00-00-0006-00
 Total: \$9.64
5. Stella Buick 2007 County Tax
 Post Office Box 350012
 Palm Coast, Florida 32135
 District: North Strabane Township
 Parcel: 520-011-00-00-0012-00
 Total: \$8.46
6. McClelland Farms, Inc. 2002 thru 2006 County Tax
 3027 South Park Road
 Bethel Park, PA 15102
 District: North Strabane Township
 Parcel: 520-013-22-00-0049-00
 Total: \$40.32
7. Imperatore Enterprise, Inc. 2002 thru 2006 County Tax
 Post Office Box 346
 Canonsburg, PA 15317
 District: Houston Borough
 Parcel: 360-011-00-04-0009-00
 Total: \$492.02
8. Samuel T. & Arlene Rhodes 2002 thru 2005 County Tax
 8 Summit Court
 Mansfield, Ohio 44906
 District: East Bethlehem Township
 Parcel: 260-004-02-09-0014-00
 Total: \$66.56
9. George S. Spisak 2007 County Tax
 1 Spisak Lane
 Post Office Box 591
 Roscoe, PA 15477
 District: Stockdale Borough
 Parcel: 620-001-09-99-008-00T
 Total: \$3.77
10. Margaret O'Brien 2002 - 2006 County Tax
 1034 Fifth Avenue
 Monongahela, PA 15063
 District: Monongahela 3rd Ward
 Parcel: 430-021-00-02-0028-00
 Total: \$157.19

Roll call vote taken:

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

Motion carried unanimously.

There being no further business, Co-Chairman Burns declared the meeting adjourned at approximately

10:55 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

October 15, 2007

ATTEST: Mary E. Delucke
 CHIEF CLERK