

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Minute No. 735

Washington County Commissioners

Washington, PA, January 5, 2004

J. Bracken Burns, Sr., Larry Maggi and Diana L. Irey elected County Commissioners of Washington County, Commonwealth of Pennsylvania at the Municipal Election held on Tuesday, November 4, 2003 met in the Public Meeting Room, Courthouse Square, Washington, Pennsylvania, in compliance with the provisions of the County Code, Article V, Sections 502-503-504, for the purpose of organizing the Board of County Commissioners in order that each Commissioner could assume the responsibilities of their respective office; their required bonds having been approved and filed with the County Controller and the oaths of office of said County Commissioners subscribed to before the Court of Common Pleas at 10:00 a.m. on January 5, 2004 and filed with the Prothonotary as required by the Act of Assembly.

Also being present: Linda Belcher, Administrative Assistant; Todd Hammond, Sheriff's Office; Mike Namie, Controller, Michelle Miller Kotula and Carrie Taylor, Human Resources; Roger Metcalfe, Budget Director; Tim Warco, Coroner; John Pettit, District Attorney; Debbie Bardella, Recorder of Deeds; Richard Zimmerman, Jury Commissioner; Chris Brady, Court Administrator; Gary Mucho, Director of Veterans Affairs; Paul Powers, Washington County Men's Prayer Breakfast; Bob Lusk, Leo and Adele Trich, Kate Burns and Colleen Natili, Dave and Joann Metz, Bill and Betsy West, Cleo and Ruth Clark; Bob Irey, Tom Ravasio, Mary Jeanne Maggi, Mary Helicke and Joe Zupancic, interested citizens; Chris Haines, Herald-Standard; Linda Metz, Observer-Reporter; Joe Smydo, Pittsburgh Post-Gazette; Jim Jefferson, WJPA and Stacey Wolford, Valley Independent.

Commissioner Burns called the meeting to order at approximately 2:00 p.m.

Mr. Powers led the meeting with a prayer.

Mr. Lusk led the Pledge of Allegiance.

Commissioner Burns welcomed the Board's new colleague Commissioner Maggi and stated he is looking forward to working with him and Commissioner Irey during this coming term.

ELECTION OF OFFICERS

Meeting called to order by Commissioner Burns who declared nominations open for the position of Chairman of the Board of Commissioners.

Moved by Mr. Maggi, seconded by Mrs. Irey, that Commissioners Burns and Maggi be nominated to serve as Co-Chairmen of the Board.

Roll call vote taken:

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

Motion carried unanimously.

APPOINTMENT OF SOLICITOR

Moved by Mr. Maggi, seconded by Mrs. Irey, to appoint J. Lynn DeHaven and the law firm of Goldfarb, Posner, DeHaven and Drewitz to serve as Solicitor for Washington County.

Roll call vote taken:

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

Motion carried unanimously.

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APPOINTMENT OF CHIEF CLERK

Co-Chairman Burns opened nominations for the appointment of the Chief Clerk.

Commissioner Irey had a question before the appointment of the Chief Clerk. She pointed out that to her knowledge the Board has not created the position of Chief Clerk.

Co-Chairman Burns noted he caught this earlier and stated a Memorandum of Understanding has been prepared to address this issue of which two signatures have been obtained.

Co-Chairman Burns pointed out that the position of Chief Clerk had been dormant for the last four years and this action is necessary to create the position of Chief Clerk before it can have be filled.

(Ms. Miller Kotula presented the prepared Memorandum of Understanding with two required signatures.)

Commissioner Irey stated she does not support the creation of the Chief Clerk position and said this position was merged with Director of Administration almost four years ago.

Moved by Mr. Maggi, seconded by Mr. Burns, to appoint Mary Helicke as Chief Clerk.

Roll call vote taken:

Mrs. Irey - No; Mr. Maggi - Yes; Mr. Burns - Yes.

Motion carried.

APPOINTMENT OF DIRECTOR OF ADMINISTRATION

Moved by Mr. Maggi, seconded by Mrs. Irey, to appoint Leo Trich, Jr. as the Director of Administration.

Roll call vote taken:

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

Motion carried unanimously.

MEETING AND DATES

Noted the regular meetings of the Board of Commissioners be held the first and third Thursday of each month; holidays excepted, at 10:00 a.m. beginning on January 15, 2004 in the Public Meeting Room of the Courthouse Square Office Building and the Agenda Meetings be held the first and third Wednesday of each month at 10:00 a.m. beginning on January 14, 2004 in the Seventh Floor Conference Room of the Courthouse Square Office Building.

There being no further business, Co-Chairman Burns declared the meeting adjourned at approximately 2:10 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

January 12, 2004

ATTEST: Mary E Helicke
CHIEF CLERK