

Minute No. 720

Washington County Commissioners

Washington, PA, May 15, 2003

The Washington County Board of Commissioners met in regular session in the Public Meeting Room, Courthouse Square, Washington, Pennsylvania, with the following members being present: Commissioners John P. Bevec, Diana L. Irely and J. Bracken Burns, Sr. Also being present: Catherine Kresh, Administrator/Chief Clerk; Richard DiSalle, Solicitor; Linda Belcher, Administrative Assistant; Melanie Finney, Planning Commission; Jim D'Alessandro, of the Sheriff's Office; George Krcelich, Human Services Department; Gary Mucho, Veterans Office; Judge David Gilmore; Chris Brady, Court Administrator; Steve Tkach, Court Automation; Tom Jess, Dave Script, Regis Penderville, Jon Ridge, Randy Jackson, Don Morris, Denise Booker, Karen Lebar, Danyal Patterson, and John Marcischak, Probation Services; Reverend Michael Milinovich, First United Methodist Church; Robert Umstead, Redevelopment Authority; Sharon Cone, American Red Cross, Foster Grandparent Program; Betty Sinclair, Roseann Cochran and Nancy Gashel, foster grandparent graduates; Holly Dames and Sebastian Trevato, Purchasing Department; Jerry Seaman, David Bober, George Van Riper and Phil Ames, interested citizens; Stacey Wolford, Valley Independent; Jim Jefferson, WJPA; and Linda Metz, Observer-Reporter.

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

Reverend Milinovich led with a prayer.

Mr. Povich led the Pledge of Allegiance.

Chairman Bevec entertained a motion to approve Minute No. 719 dated May 1, 2003.

Moved by Mrs. Irely, seconded by Mr. Burns, that Minute No. 719 be approved as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioners presented certificates of congratulations to a group of recent graduates of the Foster Grandparent Program.

Sharon Cone of the American Red Cross, Foster Grandparent Program, thanked the Board for giving the recent graduates recognition and for their continued support in the foster grandparent program. Ms. Cone commented on the positive aspects of this program and noted Washington County has become a model for other counties to use in developing programs of this nature.

Robert Umstead of the Redevelopment Authority presented to the Board for their consideration and approval a Resolution approving the Plan Revisions and Amendment to the Community Development Block Grant Program which is part of the County's Consolidated Action Plan.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the foregoing Resolution.

Roll call vote taken:

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

Motion carried unanimously.

(RECESS FOR PHOTOS)

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

PUBLIC COMMENTS

David Bober, of Canonsburg, questioned Commissioner Irej regarding some personal information.

Phil Ames commented on the importance of Mother's Day.

OLD BUSINESS

Solicitor DiSalle recommended the Board award the bid for Office Supplies for Washington County to the following vendors based on their per unit cost as submitted in their bid proposals.

Part A – Paper Supplies, (envelopes, folders, calendars, etc.) – Award in total to Ferragonio, Export PA
Bulldog Office Products did not meet specifications on items 37-41, envelopes: they bid a 28 lb weight and we require 32 lb weight. Item 39A, tapes - Bulldog bid a 60 min recordable, we require 120 min.

Part B – Miscellaneous Office Supplies – Award in total to: Adolph Sufrin, Pittsburgh PA

Paper Bid – Award each item based on “per unit cost” to the following vendors:

- Allied Office Products, Pittsburgh PA
- Ferragonio, Export PA
- Van Dyke Business Systems, Pittsburgh PA

Part D – Small Office Equip. -To be purchased on an “as needed” basis at a catalog discount of 32% from :
Allied Office Products, Pittsburgh PA

Part A, B and C are awarded to the lowest bidder meeting specifications and Part D is awarded to the vendor with the highest Discount. This bid is in effect from June 1, 2003 to May 31, 2004 with the option to extend for one additional year. The total yearly cost is approximately \$50,000.

Moved by Mr. Burns, seconded by Mrs. Irej, awarding the Office Supplies bid as per above.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk recommended Board appoint the following individuals to serve on the Canvass Board for the Primary Election to be held on May 20, 2003.

- Patricia Hagedorn
- Rubin Sabatine
- Edward Senko
- Clara Lee Barlow
- Madge Finney
- Beryl Jones
- Millicent Powell
- Dorothy Wilhide

- Larry Anselmino
- Eleanor Spahr
- Barbara Mayfield
- Rhea Kelly
- Joseph V. Graff
- William Montgomery
- Linda Seaman

Moved by Mr. Burns, seconded by Mrs. Irej, appointing the foregoing individuals to the Canvass Board.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an expenditure of \$300.00 for the purchase of lunch and beverages for approximately forty five police officers who will be attending a workshop on May 22, 2003. These purchases will be paid from the Law Enforcement portion of the STOP Grant budget.

Moved by Mr. Burns, seconded by Mrs. Irej, approving an expenditure of \$300.00 for the purchase of lunch and beverage as per above.

Roll call vote taken:

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Mr. Burns - Yes; Mrs. Ireby - Yes; Mr. Bevec - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an addendum to the contract with Jefferson County for detention services increasing the maximum amount from \$213,525 to \$250,000 for the period May 1, 2002 through June 30, 2003.

Moved by Mrs. Ireby, seconded by Mr. Burns, approving the foregoing addendum to the contract with Jefferson County.

Roll call vote taken:

Mr. Burns - Yes; Mrs. Ireby - Yes; Mr. Bevec - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of the Rural Transportation for Persons with Disabilities Program Application in the amount of \$650,000 for fiscal year 2003-2004. No County dollars are required.

Moved by Mrs. Ireby, seconded by Mr. Burns, approving the submission of the Rural Transportation for Person with Disabilities Program Application as per above.

Roll call vote taken:

Mr. Burns - Yes; Mrs. Ireby - Yes; Mr. Bevec - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following Child Care Provider Agreements. These agreements will be automatically renewed until either party to the Agreement notifies the other party in writing of their intent not to renew under the current terms of the provider agreements.

Donna L. Woods, Daisytown
Catherine Cimino, Washington
Martha Wise, Washington
Stacie L. Walls, Washington
Patricia Eileen Anders, Scenery Hill
Deanna R. Masio, Monongahela
Karen Lusk, Bentleyville

Bruce E. Smith, Donora
Harriet Jenkins, Washington
Erica Rowe, North Charleroi
Rosemary Finelli, Washington
Patricia Szalanski, Washington
Dave Mileto, Washington

Moved by Mrs. Ireby, seconded by Mr. Burns, approving the foregoing Child Care Information Services agreements.

Roll call vote taken:

Mr. Burns - Yes; Mrs. Ireby - Yes; Bevec - Yes.

Motion carried unanimously.

Chief Clerk recommended the Board reappoint the following individuals to the Washington County Transportation Authority Board for a five year term, effective June 1, 2003 through May 31, 2008.

Leslie Grenfell

Marvin Batten

Moved by Mrs. Ireby, seconded by Mr. Burns, reappointing the foregoing individuals to the Washington Transportation Authority Board.

Roll call vote taken:

Mr. Burns - Yes; Mrs. Ireby - Yes; Mr. Bevec - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an addendum to the agreements with the following three criminal conflict attorneys, Joseph Zupancic, Michael Savona and Gary Graminski. This addendum will increase the annual rate from \$20,000 to \$22,000, effective July 1, 2003.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the foregoing addendum to the agreements with the above-named attorneys for the Courts.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval two Hazardous Emergency Preparedness grants through the Hazardous Material Transportation Act of 1990. The first grant is for a training grant in the amount of \$6,017 and the second is for a planning grant in the amount of \$3,000 to be used for internal training programs for the Local Emergency Management Coordinators and Emergency Responders. These grants require a 20% county match.

Moved by Mr. Burns, seconded by Mrs. Irey, approving two Hazardous Emergency Preparedness grants through the Hazardous Material Transportation Act of 1990.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a maintenance agreement with Lanier Worldwide in the amount of \$2,220 per year with a quarterly allowance of 15,000 copies and \$.0098 per copy over the allowance. This copier is located in the Prothonotary's Office.

Moved by Mr. Burns, seconded by Mrs. Irey, approving a maintenance agreement with Lanier Worldwide as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an extension to the contract with Dick Milan for repair of communications equipment. This extension is effective June 1, 2003 through May 31, 2004 at the rate of \$825/month in accordance with the County's contract.

Moved by Mr. Burns, seconded by Mrs. Irey, approving the extension to the contract with Dick Milan as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the payment of \$26,291.52 to Sungard Pentamation, Inc. for the software support and maintenance for the County's fund accounting system. This will be effective June 1, 2003 through May 31, 2004.

Moved by Mrs. Irey, seconded by Mr. Burns, approving the payment to Sungard, Pentamation, Inc. as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a state contract purchase of twelve new Gateway computers for the Health Center. This is part of the computer replacement program and the funds will come from the Health Center's Capital Expenditure budget. The total cost of this purchase is \$12,840 (\$1070/each).

Moved by Mrs. Irely, seconded by Mr. Burns, approving the state contract purchase of computers for the Health Center as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval advertising a request for proposals from consultants to develop a plan to effectively manage the County's current records. This action was approved by the Records Improvement Committee and funds will come from the committee. It is to be noted this plan will also identify the needs of record storage.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the advertising of request for proposals from consultants as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a resolution to install wooden guiderail on the Buffalo #23, Sawhill covered bridge in Buffalo Township. This guiderail is not in full conformance with PennDOT specifications, therefore, the resolution states the County will hold harmless and indemnify the Commonwealth from any claims related to the guiderails.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the foregoing resolution.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a state contract purchase of a police vehicle for approximately \$20,000 for the Adult Probation Office. The funds for this purchase will come from the Adult Probation budget and monies received for supervision fees.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the state contract purchase for a police vehicle for the Adult Probation Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a contract with GeoSpatial Engineers for the removal of utility poles in the approach surface of Runway #9 at the Washington County Airport. The total contract amount will not exceed \$3,000 and will be paid 90% Federal, 5% State and 5% County.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the contract with GeoSpatial Engineers for the removal of utility poles as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an application to CCAP to renew the Self Determination Grant in the amount of \$30,000 for the period of July 1, 2003 through June 30, 2004. This grant will be used to sponsor trainings, purchase computer equipment, software and technical assistance and hire consultants to set up the Mental Retardation System changes.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the application to CCAP as per above.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held on May 1, 2003 immediately following the Agenda Meeting to discuss personnel issues.

The County Offices will be closed on Tuesday, May 20th in observance of the Primary Election and Monday, May 26th for the Memorial Day holiday.

SOLICITOR:

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

Moved by Mrs. Irely, seconded by Mr. Burns, that the Tax Assessment Office be authorized to prepare the following tax refunds due to either duplication or overpayment of real estate or personal property tax:

- | | |
|---|------------------------------------|
| <p>1. Albert & Bonnie J. Vandivner
202 Pennsylvania Avenue
Brownsville, PA 15417
District: West Brownsville Annex
Parcel No. 675-014-00-03-0007-00
Total Amount: \$78.07</p> | <p>2002 County Tax</p> |
| <p>2. Lereta Corp. for Les & Latresa Prether
Post Office Box 875
Oaks, PA 19456
District: East Washington Borough
Parcel No. 290-009-00-04-0006-01
Total Amount: \$169.81</p> | <p>2002 & 2003 County Tax</p> |
| <p>3. Robert H. & Sandra Murphy Hallam, III
169 Linnwood Drive
Washington, PA 15301
District: Hopewell Township
Parcel No. 350-018-00-00-0004-00
Total Amount: \$584.70</p> | <p>2001, 2002, 2003 County Tax</p> |
| <p>4. Robert M. & Judith L. Asbell
218 Doubletree Drive
Venetia, PA 15367
District: Peters Township
Parcel No. 540-005-23-00-0025-00
Total Amount: \$16.54</p> | <p>2003 County Tax</p> |

5. David & Christine Matthews 2003 County Tax
561 Churchill Road
Venetia, PA 15367
District: Peters Township
Parcel No. 540-001-00-00-0058-00
Total Amount: \$181.67
6. Washington Federal for Terry L. & Kathryn Greenwood 2003 County Tax
77 South Main Street
Washington, PA 15301
District: West Pike Run Township
Parcel No. 700-011-00-00-0002-00
Total Amount: \$32.10
7. Henry A. & Elizabeth J. Huffman 2003 County Tax
102 Dyers Stone Drive
Eighty Four, PA 15330
District: Nottingham Township
Parcel No. 530-001-09-00-0001-00
Total Amount: \$34.30
8. Transamerica for Angelo & Jessica Quature 2003 County Tax
42 Lloyd Avenue
Malvern, PA 19355
District: Peters Township
Parcel No. 540-008-00-00-0034-00
Total Amount: \$25.73
9. Edwin & Norma Wintermyer 2003 County Tax
127 Oak Lane
McMurray, PA 15317
District: North Strabane Township
Parcel No. 520-001-06-01-0011-00
Total Amount: \$353.81
10. Derek R. & Kathleen R. Dunsey 2003 County Tax
270 Hooks Lane
Canonsburg, PA 15317
District: Canonsburg 1st Ward Annex
Parcel No. 095-001-11-11-0023-00
Total Amount: \$59.44
11. Lillian M. Young 2003 County Tax
121 Parkwood Lane
McMurray, PA 15317
District: Peters Township
Parcel No. 540-004-01-02-0011-00
Total Amount: \$184.98
12. John & Florence R. Bebo, Jr. 2003 County Tax
1908 Avella Road
Avella, PA 15312
District: Independence Township
Parcel No. 370-005-02-01-0004-00
Total Amount: \$155.24
13. Michael L. & Jennifer B. Kendra 2003 County Tax
132 Panorama Drive
Washington, PA 15301
District: South Strabane Township
Parcel No. 600-003-07-00-0022-00
Total Amount: \$301.22
14. Mark A. & Renee Cummings 2003 County Tax
1329 Fourth Street
Monongahela, PA 15063
District: Monongahela 2nd Ward
Parcel No. 430-028-00-00-0007-00
430-028-00-00-0023-00
430-028-00-00-0006-00
Total Amount: \$247.48

Roll call vote taken:

Mr. Burns - Yes; Mrs. Ireby - Yes; Mr. Bevec - Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS (CON'T)

The Commissioners presented a plaque of recognition to Joseph Brownlee of the Adult Probation Office for receiving the Adult Probation/Parole Professional of the Year Award from the Pennsylvania Association of Probation, Parole and Corrections.

Judge Gilmore made comments regarding Mr. Brownlee's receipt of this award and commended him for all his hard work and dedication in the Adult Probation Office.

Mr. Brownlee thanked Judge Gilmore and the Board for the plaque. He also thanked his coworkers for recommending him for this prestigious award.

(RECESS FOR PHOTO)

There being no further business, Chairman Bevec declared the meeting adjourned at approximately 10:40 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

_____ *May 27* _____, 2003
ATTEST: *Catherine E. Kresh*
ADMINISTRATOR/CHIEF CLERK