

Minute No. 722

Washington County Commissioners

Washington, PA, June 19, 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 Diana L. Irey and J. Bracken Burns, Sr. Absent being: Commissioner John Bevec, who was out of town. Also being present: Cathi Kresh, Administrator/Chief Clerk; Richard DiSalle, Solicitor; Linda Belcher, Administrative Assistant; Todd Hammond, Sheriff's Office; George Hutchko, American Legion; Robert Umstead, Executive Director of the Redevelopment Authority; Ron Bogan and Bob Rizor, Safety Committee members; Roger Metcalfe, Budge Director; Gregg Zappala and Nick Falgione, J.P. Morgan Chase; Jeffrey Mills, Pepper-Hamilton LLP; Jerry Seaman, Rich Warco and John Adams, interested citizens; Tony DePalma, WJPA; Nancy Miller, PA Focus; Linda Metz, Observer-Reporter and CalU TV.

Vice Chairman Irey called the meeting to order at approximately 10:05 a.m.

Mr. Rizor led with a prayer.

Mr. Hutchko led the Pledge of Allegiance.

Vice Chairman Irey entertained a motion to approve Minute No. 721 dated June 5, 2003.

Moved by Mr. Burns, seconded by Mrs. Irey, that Minute No. 721 be approved as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioners read a Proclamation declaring the month of June as "Workplace Safety and Health and Wellness Month".

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

Roll call vote taken:

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

Motion carried unanimously.

Bob Rizor and Todd Hammond accepted the Proclamation. Mr. Rizor commented on the mission of the safety committee for the employees of Washington County. He pointed out the importance of educating employees to be safe on the job and to assist fellow employees when ever possible.

Commissioner Irey thanked the committee for all their involvement in the safety of county employees and the workplace.

(RECESS FOR PHOTOS)

SPECIAL ORDER OF BUSINESS (CON'T)

Mr. Umstead of the Redevelopment Authority presented to the Board for their consideration and approval a Resolution approving the proposal for redevelopment of two parcels in the Highland Ridge Redevelopment Project.

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

Roll call vote taken:

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

Motion carried unanimously.

Gregg Zappala, of J. P. Morgan Chase, presented to the Board for their consideration and approval the 2003 Series A General Obligation Bond. Mr. Zappala explained this Resolution is to authorize and direct the incurring of non-electoral debt through the issuance of a series of general obligation bonds in the aggregate principal amount of \$8,225,000.00 General Obligation Bonds, Series A of 2003 for the purpose of providing funds to advance refund a portion of the County's General Obligation Bonds, Series of 1998 to reduce the total debt service over the life of the series and to pay the cost of issuing and insuring the bonds.

Moved by Mr. Burns, seconded by Mrs. Irej, adopting the foregoing Resolution.

Roll call vote taken:

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

Motion carried unanimously.

Commissioner Irej noted for the record this action was the recommendation by the Budget Director, Roger Metcalfe.

PUBLIC COMMENTS

Rich Warco, an interested citizen, stated he attended a CERTS training program recently held by the Public Safety Department and noted this was an excellent class and he appreciated the opportunity to take part in this program.

John Adams, of Avella, questioned the Board regarding the possibility of obtaining acreage at the Western Center property to build a facility for the residents that were relocated when the center closed.

Commissioner Irej stated her concerns with the relocated residents of Western Center and informed Mr. Adams the Board of Commissioners would send a letter to Senator Stout addressing his request.

OLD BUSINESS

Solicitor DiSalle recommended the Board reject the award of Part A of the Office Supplies bid to Ferragonio, Pittsburgh, PA and award that section to Adolph Suffrin, Inc. Pittsburgh, PA. This was initially awarded to Ferragonio as it appeared that they were the low bidder meeting specifications. Ferragonio did not bid on one of the items and is not supplying a few items in accordance with the specifications and therefore is not the lowest bidder meeting specifications. As the County has not ordered anything from the bid it would be in the best interest of the vendor and the County to award Part A of the bid to the Adolph Suffrin, Inc, being the lowest bidder meeting specifications. This section is awarded in total based on our average usage in the amount of approximately \$11,282.

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

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DiSalle recommended the Board enter into agreement with Keefe Supply Company, Strongsville, Ohio for the purpose of providing commissary items to the inmates of the Correctional Facility. This will be at a commission

rate of 23%. All hardware and software is provided free of charge and Keefe will also provide \$3842 for the purchase of a file server.

Moved by Mr. Burns, seconded by Mrs. Irej, awarding the bid for Commissary Items for the Correctional Facility as per above.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval an addendum to the Memorandum of Understanding and Agreements dated November 18, 2002 between the Juvenile Probation Department and Washington and Burgettstown School Districts extending the time period for an additional year. The new effective date will be July 1, 2003 through June 30, 2004. All other terms and conditions remain the same as in the original agreements.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing addendum to the Memorandum of Understanding and Agreements for Juvenile Probation.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following HIPAA policies which have been approved the by Solicitor.

- HIPAA General Privacy Policy

- Information Confidentiality, Privacy and Security Standards

- Information Technology Confidentiality Policy

- Non-County Employees Information Systems Acceptable Use Policy

- Volunteer/Student/Intern Computer Access Policy Acknowledgement

The effective date for all policies will be June 19, 2003.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing HIPAA Policies.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a contract with Michael Baker Engineers for engineering services on projects listed on the 12 year plan. Final terms of the contract to secure Michael Baker as engineer of record were negotiated between Washington County and Michael Baker whereby final costs per project will be negotiated as projects are funded through grant monies.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the contract with Michael Baker Engineers as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement between Washington County and Columbia Gas Transmission Corporation for the relocation of a gas line within the boundaries of the Cross

Creek #20, Brownlee Bridge Project. The estimated cost of \$59,774.68 will be paid 80% state, 20% county liquid fuels.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the agreement between Washington County and Columbia Gas Transmission Corporation as per above.

Roll call vote taken:

Mr. Burns - Yes; Mrs. Irely - 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.

Kathleen Gilmore, Claysville
Monique Newstrom, Charleroi

Ella Wright, Washington
Katrina Byars, Washington

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following grant pre-applications to be submitted to PennDOT, Bureau of Aviation prior to the June 30, 2003 deadline:

Construct Initial Northside Access Road
Project cost: \$1,555,500 (90% Federal, 5% State and 5% County)
County match: \$77,775

Design Runway Widening, Resurfacing and Lighting System
Project cost: \$450,000 (90% Federal, 5% State and 5% County)
County match: \$22,500

Master Plan Update
Project cost: \$200,000 (90% Federal, 5% State and 5% County)
County match: \$10,000

Construct Apron & Taxiway for new Skyward Hangar
Project cost: \$200,000 (entitlement funds)
County match: \$12,500

Land Acquisition (Miller Farm) 16 acres
Project cost: \$150,000 (entitlement funds)
County match: \$7,500

Moved by Mr. Burns, seconded by Mrs. Irely, approving the foregoing Grant Pre-applications to PennDOT for the Washington County Airport.

Roll call vote taken:

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

Motion carried unanimously.

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

Moved by Mr. Burns, seconded by Mrs. Irely, approving the agreement with the Washington County Transportation Authority for management of the Rural Transportation for Persons with Disabilities as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with Washington County Transportation Authority for management of the Shared Ride Program in the amount of \$1.8 million for fiscal year 2003-2004. No County dollars are required

Moved by Mr. Burns, seconded by Mrs. Irely, approving the agreement with Washington County Transportation Authority for the Shared Ride Program as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of the Mental Retardation Annual Phase I Plan for fiscal year 2004-2005. This includes a total of \$2,615,000 in new funding requests to provide services to forty-two persons currently maintained on either an emergency or critical needs waiting list. No additional County dollars are required.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the submission of the Mental Retardation Annual Phase I Plan for fiscal year 2004-2005.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following list of annual providers for Mental Health/Mental Retardation for the period of July 1, 2003 through June 30, 2004 in the amount of \$19,814,990. County matching funds are needed in the amount of \$209,000 or 1.05%.

<u>PROVIDER</u>	<u>AMOUNT REQUESTED</u>
Alternative Residential Svs.	\$3,195,561
AMI, Inc.	210,000
ARC, Human Services	4,333,713
Centerville Clinics, Inc.	413,500
Cross Roads Speech & Hearing	46,000
Dichter, Howard Dr.	120,000
Diversified Human Svs.	1,144,067
Group Home, Inc.	322,000
Interim Healthcare	152,880
Just Life	46,462
Keffer Software Products	25,000
Lifesteps	1,762,864
LifeWork	199,142
Mental Health Association	1,472,184
Northwestern Human Svs.	1,431,871
Psychiatric Care Systems	106,000
Southwest Behavioral Care	840,298
Spectrum Family Network	105,000
TEC	142,000
UCP	2,328,560
Washington Communities	1,417,888

Moved by Mr. Burns, seconded by Mrs. Irely, approving the list of annual providers for the Mental Health/Mental Retardation Office.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a new agreement with the Pennsylvania Department of Public Welfare for the continuation of the Health Choices Behavioral Health Managed Care Program for the period of August 13, 2003 through December 31, 2006 with an option to renew through December 31, 2008. The Health Choices Program is totally funded by the State and will provide \$17.4 million in 2003. No County dollars are required.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the new agreement with the Pennsylvania Department of Public Welfare for the continuation of the Health Choices Behavioral Health Managed Care Program for Mental Health/Mental Retardation.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with CCAP in the amount of \$1,143,019 from intergovernmental transfer funds to renovate and convert space at the Health Center. No additional County funds are required.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the agreement between Washington County and CCAP as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following reimbursement supplements with PennDOT:

Ten Mile #61, Day Covered Bridge
\$554,000 (100% Act 126)

Kings Creek #6, Jackson Mills
\$514,000 (100% Act 126)

Chartiers #59, West Maiden
\$668,000 (80% State Liquid Fuels for \$860,000 project)

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing reimbursement supplements with PennDOT.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to bid the purchase of 95 new beds for the Health Center. The approximate cost is \$125,000.

Moved by Mr. Burns, seconded by Mrs. Irej, approving authorization to bid for the purchase of beds for the Health Center.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a sixty month Fair Market Value Lease with Ikon Office Solutions for a color copier for the Planning Commission. The cost will be \$505.39 per month plus \$345 per month for maintenance which includes the cost of 2000 color copies, all parts, drums, toner and labor. Additional copies will be charged at the rate of 1.95 cents for black and white and 14 cents for color.

Moved by Mr. Burns, seconded by Mrs. Ireby, approving the Fair Market Value Lease a color copier as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a copier maintenance agreement with Xerox for the purpose of providing maintenance on the Xerox copier located in the Recorder of Deeds Office. The cost of this maintenance is 1.3 cents per copy, effective June 5, 2003 through June 4, 2004.

Moved by Mr. Burns, seconded by Mrs. Ireby, approving the copier maintenance agreement with Xerox for the Recorder of Deeds as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with Nextel to provide cellular phone service for a staff member of Court Automation and one staff member of Information Technology at a monthly cost of approximately \$41.39 which includes 500 anytime minutes, 4000 night and weekend and 100 direct connect time.

Moved by Mr. Burns, seconded by Mrs. Ireby, approving the agreement with Nextel for Court Automation and Information Technology as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a Service Agreement with All Safe, of Monroeville, PA for the purpose of picking up and destroying old records. The cost is \$50 per pickup and \$8 per container and will be effective immediately and continue until further notice.

Moved by Mr. Burns, seconded by Mrs. Ireby, approving the Service Agreement with All Safe, Inc. as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with Model Uniforms of Charleroi, PA for the purpose of providing uniforms for the garage employees and floor mats for the hallways and

entranceways. The total yearly cost is approximately \$3,400 and will be effective July 1, 2003 through June 30, 2006 with an option of canceling with thirty days written notice.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the agreement with Model Uniforms for uniforms and mats for Washington County as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a Professional Services Agreement with IKM, Inc. for the architectural and engineering services to design renovations at the Health Center. IKM has proposed a fee of eight and one-half percent of the construction costs for the project. The total cost of the project is estimated to be \$862,322 and this would translate into a fee of \$73,297 for IKM. The out-of-pocket expenses for travel, reproduction postage and express, long distance communication and permit fees shall be reimbursed at a cost in addition to the fee for services. These expenses normally range 3% to 6% which would add an additional \$2,199 to \$4,398 based on the \$73,297 fee.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the Professional Services Agreement with IKM, Inc. for architectural and engineering services at the Health Center as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with Chestnut Ridge Communications, Inc. of Pittsburgh, PA for the purpose of upgrading the County's current switch to prepare it for IP telephony. The total cost of this upgrade is \$26,475.41 of which \$16,939 is the software and \$9,538.77 is hardware.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the agreement with Chestnut Ridge Communications, Inc. for the purpose of upgrading the County's current switch as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval authorization to terminate the current lease with Cario Partnership, of Washington PA for District Justice Teagarden, effective January 5, 2004. This action is due to the Supreme Court's decision of the DJ's office ceasing to exist on January 5, 2004.

Moved by Mr. Burns, seconded by Mrs. Irej, approving authorization to terminate the lease agreement for District Justice Teagarden as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the Teamsters 249 interest arbitration award for the period of January 1, 2003 through December 31, 2005. This award covers the Assistant District Attorneys

5. Dean B. & Traci L. Trew
970 Carlton Drive
Bentleyville, PA 15314
District: Somerset Township
Parcel No. 580-017-01-00-0009-00
Total Amount: \$336.18
2002 County Tax
6. Colin M. & Marianne L. Uffindell
174 Knox Road
Claysville, PA 15323
District: Donegal Township
Parcel No. 230-002-00-00-0011-00
Total Amount: \$168.70
2002 & 2003 County Tax
7. Thelma A. Sampson
1048 Wayne Street
Washington, PA 15301
District: Canton Township
Parcel No. 120-011-04-02-0024-00
Total Amount: \$21.79
2003 County Tax
8. Andrew Sloan
1220 North Mayland Avenue
Lapiente, CA 91746
District: Donora Borough
Parcel No. 240-033-00-03-0018-00
Total Amount: \$45.41
2003 County Tax
9. Paul S. & Patricia Sabo
506 Fifth Street
Charleroi, PA 15022
District: Charleroi Borough
Parcel No. 160-019-00-06-0024-00
Total Amount: \$5.16
2003 County Tax
10. Robert P. & Anne M. Ullom
152 Washington Pike
Avella, PA 15312
District: Independence Township
Parcel No. 370-008-01-03-0009-00
Total Amount: \$4.66
2003 County Tax
11. James P. & Frances McCune
143 Adams Street
Monongahela, PA 15063
District: Carroll Township
Parcel No., 130-007-07-00-0003-00
Total Amount: \$20.58
2003 County Tax
12. Donald A. & Harriet J. Muncie
100 Aikim Drive
Brownsville, PA 15417
District: North Bethlehem Township
Parcel No. 490-016-09-99-0013-00
Total Amount: \$11.80
2003 County Tax
13. Sandra Moehring
Post Office Box 4585
Eighty Four, PA 15330
District: Somerset Township
Parcel No. 580-001-09-99-0047-01
Total Amount: \$15.44
2002 County Tax
14. Daniel E., Jennifer & Fred Kaempf
406 West Pike Street
Houston, PA 15342
District: Houston Borough
Parcel No. 360-001-00-03-0004-00
Total Amount: \$7.00
2003 County Tax

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

- 15. Paul W. & Irene R. Spesak 2003 County Tax
 26 Sacred Heart Road
 Monongahela, PA 15063
 District: Carroll Township
 Parcel No. 130-005-00-00-0041-07
 Total Amount: \$55.27

- 16. Crystal Inghram 2003 County Tax
 737 Findley Street
 Washington, PA 15301
 District: Canton Township
 Parcel No. 120-011-09-01-0013-00
 Total Amount: \$10.67

- 17. David & Susan D. Hurd 2003 County Tax
 1449 Meadowbrook Drive
 Canonsburg, PA 15317
 District: North Strabane Township
 Parcel No. 520-011-07-00-0010-05
 Total Amount: \$52.80

- 18. Nancy E. Basile 2003 County Tax
 732 Fourth Street
 Charleroi, PA 15022
 District: Charleroi Borough
 Parcel No. 160-017-00-02-0029-00
 Total Amount: \$32.47

- 19. William L. & Deborah Elosh 2003 County Tax
 848 Elm Drive
 Houston, PA 15342
 District: Washington 8th Ward
 Parcel No. 780-014-00-01-0002-01
 Total Amount: \$39.84

- 20. Frank B., Jr. & Carol Maruca 2003 County Tax
 359 Lynn Portal Road
 Washington, PA 15301
 District: Mr. Pleasant Township
 Parcel No. 460-002-00-00-0002-01
 Total Amount: \$34.32

- 21. Greater Charleroi Community Development Corp 2003 County Tax
 Post Office Box 394
 Charleroi, PA 15022
 District: Charleroi Borough
 Parcel No. 160-017-00-03-0029-01
 Total Amount: \$32.95

Roll call vote taken:

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

Motion carried unanimously.

There being no further business, Vice-Chairman Ireby declared the meeting adjourned at approximately

10:50 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

_____, June 20, 2003

ATTEST: Catherine Fresh
ADMINISTRATOR/CHIEF CLERK