

Minute No. 728

Washington County Commissioners

Washington, PA, September 18, 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: Richard DiSalle, Solicitor; Linda Belcher, Administrative Assistant; Melanie Finney, Planning Commission; Sheriff Larry Maggi and Todd Hammond, Sheriff's Office; Michelle Miller Kotula, Carrie Taylor and Alejandra Venegas, Human Resources; Controller Michael Namie; President Judge David Gilmore; Barbara Gibbs, Clerk of Courts; Richard Zimmerman, Jury Commissioner; Robert Johnson, Mid Mon Valley Shipmates; Mae Brock, Donna Cox and Ken Miller, Gold Star Mothers group; Vaugh Dailey and students who participated in the National History Day Competition; Susan Priest, Administrator to the Washington County Library System; Mike Neville, Sue Nixon, Cynthia Hoskins, Harry Sabatasse, Mr. & Mrs. Fred Fleet, John Adams, and Phil Ames, interested citizens; Stacey Wolford, Valley Independent; Jim Jefferson, WJPA; Linda Metz, Observer-Reporter and CalU TV.

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

Pastor McCloskey led with a prayer.

Mr. Johnson led the Pledge of Allegiance.

Chairman Bevec entertained a motion to approve Minute No. 727 dated September 4, 2003.

Moved by Mr. Burns, seconded by Mrs. Irely, that Minute No. 727 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 read a Proclamation declaring September 28, 2003, as "Gold Star Mothers Day.

Moved by Mr. Burns, seconded by Mrs. Irely, adopting the foregoing Proclamation.

Roll call vote taken:

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

Motion carried unanimously.

Ms. Brock accepted the Proclamation and thanked the Board for their support and made comments regarding the role of the Gold Star Mother and the many activities this group is involved in with regards to our servicemen and women.

The Commissioners commented on the importance of our military and the great service they provide protecting our country.

The Commissioners presented Certificates of Congratulations to students of Peters Township Middle School for their participation in the National History Day Competition and winning in their respective categories.

Mr. Dailey, advisor for this event, thanked the Board for the recognition given to the students and had the students give a brief description of what their projects were and how they researched each subject.

Commissioner Burns saluted the students for their involvement in the celebration of American history through

this competition.

(RECESS FOR PHOTOS)

SPECIAL ORDER OF BUSINESS (CON'T)

Robert Umstead, of the Redevelopment Authority, presented to the Board for their consideration and approval a Resolution for the proposed revision and amendments to the County's Consolidated Plan which involves the Community Block Grant and HOME Investment Partnership Programs.

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

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENTS

Susan Priest, of Citizens Library and the Washington County Library System, presented the Board with two quarterly reports for the period of January through June, 2003. Ms. Priest thanked the Board for their time and continued support in the county library system.

Harry Sabatasse, of Burgettstown, commented on the issue of elected officials being the highest paid officials in a fourth class county. Discussion was held regarding if it was possible to rescind the motion that was taken at the meeting to grant raises to elected officials.

Mr. Sabatasse commented about the Tax Appeal Board members and the compensation they receive for serving on this board.

Mr. Sabatasse questioned the Board if the services of the Solicitor could be advertised so other attorneys may have the opportunity to provide legal services to the County.

Commissioner Irej stated she would be willing to look into this matter and noted the County could possibly put out requests for proposals for legal services.

Mr. Sabatasse thanked the Board for their attention in these matters.

John Adams, of Avella, stated his interests and concerns regarding the proposed senior center that will be located in Burgettstown.

OLD BUSINESS

Solicitor DiSalle recommended the Board award the bid for Food & Staples to the following vendors:

Gordon Food Service, Grand Rapids, MI
OHI Ice Cream, Washington, PA
Paper Products Co., Inc., Pittsburgh, PA
J.D. Marra, Washington, PA
Stroehman Bakeries, Leetsdale, PA
Sysco, Harmony, PA
W. S. Lee Food Service, Duncansville, PA

Section I Group A – Frozen Juices - Awarded in total to W.S. Lee, the lowest bidder providing all items, at an approximate total of \$20,000.

Section I Group B – Frozen Pies - Awarded in total to Gordon Food Service, the lowest bidder providing most items, at an approximate total of \$18,000.

Section I – Diet Kits - Awarded in total to Sysco, the lowest bidder providing all items, at an approximate total of \$8,000.

Section I – Resource Ice Cream -- Awarded in total to W.S. Lee, the lowest bidder providing all items, at an approximate total of \$6,700.

Section II – Bread - - Awarded in total to Stroehmann Bakeries, the lowest bidder meeting specifications, an approximate total of \$29,000.

Section III – Ice Cream - - Awarded in total to OHI Ice Cream, the lowest bidder, at an approximate total of \$7,000.

Section IV – Liquid Coffee - - Awarded in total to J.D. Marra, the lowest bidder, at an approximate total of \$5,000.

Section VII – Bag-n-Box Juice - - Awarded in total to W.S. Lee, the lowest bidder providing all items, at an approximate total of \$10,000.

All other items were awarded to the lowest bidder meeting specifications at the “Per Unit” cost. This bid will be in effect October 1, 2003 through September 30, 2004 at a total yearly cost of approximately \$500,000.

Moved by Mr. Burns, seconded by Mrs. Irej, awarding the bid for Food and Staples as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DiSalle recommended the Board approve an extension to the bid of the County’s current contract for Nursing Services with B.A. Staley, Marianna, PA and Ranger Nursing, Brownsville, PA. This is in accordance with the terms and conditions of our current contract and is for the period of November 1, 2003 through October 31, 2004.

Moved by Mr. Burns, seconded by Mrs. Irej, to extend the current contract for Nursing Services as per above.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Administrative Assistant Belcher presented to the Board for their consideration and approval a concurrence form with the Pennsylvania Turnpike Commission for a temporary construction easement across the Panhandle Trail if Alternate B-1 is selected.

Moved by Mr. Burns, seconded by Mrs. Irej, approving a concurrence form with the Pennsylvania Turnpike Commission as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval authorization to bid for the sediment removal project on Flood Control Dam 479. The costs will be paid 65% DEP grant and 35% County match.

Moved by Mr. Burns, seconded by Mrs. Irej, authorizing approval to bid for the sediment removal project on Flood Control Dam 479 as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval authorization to bid for tree removal within the ILS approach area at the Washington County Airport. The costs will be paid with Capital Grant funds and County match funds already committed to the project.

Moved by Mr. Burns, seconded by Mrs. Irej, approving authorization to advertise for bids for tree removal at the Washington County Airport as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval authorization to bid for the preparation, processing and mailing of tax bills for the Treasurer's Office. The cost is estimated at \$13,000-\$15,000 plus mailing costs.

Moved by Mrs. Irej, seconded by Mr. Burns, approving authorization to advertise for bids for the preparation, processing and mailing to tax bills for the Treasurer's Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher 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.

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|----------------------------------|---------------------------------|
| Buel Family Daycare, Monongahela | Ruthann Golden, Burgettstown |
| Ophelia Williams, Canonsburg | O.B. Ryan, Washington |
| Judy Johnson, Bentleyville | Nicole Darby, Washington |
| Tia Gordon, Washington | Paula Anne Frazee, Bentleyville |
| Tammy Rasel, Amity | William Coney, Jr. Washington |
| Letha Gordon, Washington | Carla Cooke, Monongahela |

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

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval the revised Purchasing Policy and Procedures Manual. This booklet was developed and approved in 1994. There have been changes in purchasing procedures that need to be incorporated in the manual.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing revised Purchasing Policy and Procedures Manual.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval an agreement with the Pennsylvania Department of Transportation for three buses with a lift in the total amount of \$145,680 for Human

Services. Also, approval to bid said vehicles; match is provided through the Capital Equipment Grant that was previously approved, therefore, no County dollars are required.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing agreement with the Pennsylvania Department of Transportation for Human Services.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval a contract with Mary Lou Borne to provide agency, staff and family member training and consultation in the customer driven "Self Determination Model" as recommended by the Pennsylvania Department of Public Welfare in the amount of \$11,000 for the period of July 1, 2003 through June 30, 2004 for Mental Health/Mental Retardation. The funding is provided through a CCAP grant approved specifically for this purpose, therefore, no County funds are required.

Moved Mr. Burns, seconded by Mrs. Irej, approving the contract with Mary Lou Borne for Mental Health/Mental Retardation as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval the following purchase of services agreements with providers for fiscal year 2003-2004 for Children and Youth Services.

Southwestern Behavioral Health Care	\$165,000
Hoffman Homes, Inc.	10,000

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing purchase of services agreements for Children and Youth Services.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval the firm of Basile Baumann Prost and Associates, Inc. of Annapolis, MD to conduct a market analysis to identify key factors that should be addressed in development projects to attract manufacturing, R&D, logistics and military-related companies to the vicinity of Pittsburgh International Airport. The cost of the study and related expenses is \$24,975 with the County's share at \$6,243.75.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the firm of Basile Bauman Prost and Associates, Inc. to conduct a market analysis as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval a Rental Car Agreement with Enterprise Rent-A-Car to allow rental of vehicles from the Washington County Airport property at a fee

paid to Washington County of \$1.00 per car rented. Payment will be due by the tenth of each month for the preceding month.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the Rental Car Agreement with Enterprise Rent-A-Car as per above.

Roll call vote taken:

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

Motion carried unanimously.

Administrative Assistant Belcher presented to the Board for their consideration and approval authorization to submit a grant request to DCED for Phase II of the Comprehensive Plan process. The total cost of \$180,796 will be paid \$89,700 LUPTAP funds, \$37,361 county funds, \$53,425 in-kind contributions.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the submission of a grant request to DCED for Phase II of the Comprehensive Plan process as per above.

Roll call vote taken:

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

Motion carried unanimously.

OTHER BUSINESS

Moved by Mr. Bevec, seconded by Mrs. Irely, appointing Commissioner Burns to the Tri-County Airport Partnership replacing Chairman Bevec.

Roll call vote taken:

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

Motion carried unanimously.

Moved by Mr. Bevec, seconded by Mrs. Irely, to remove Chairman Bevec from the SPC Executive Board and nominating Commissioner Burns to fill that position.

Roll call vote taken:

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

Motion carried unanimously.

Moved by Mr. Bevec, seconded by Mr. Burns, to accept the resignation of Jim Boston on the SPC Board and appointing Sheriff Larry Maggi to that position.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held on September 17, 2003 immediately following the Agenda Meeting to discuss personnel, real estate and litigation issues.

The quarterly Salary Board Meeting will be held immediately following the Board of Commissioners' Meeting today.

SOLICITOR:

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

Moved by Mr. Burns, seconded by Mrs. Irely, 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.

1. Jeffrey M. Jennifer Whitaker 2003 County Tax
235 Hooks Lane
Canonsburg, PA 15317
District: Canonsburg 1st Ward Annex
Parcel No. 095-001-10-00-0014-00
Total: \$70.73

2. Heather Williamson 2003 County Tax
218 Hooks Lane
Canonsburg, PA 15317
District: Canonsburg 1st Ward Annex
Parcel No. 095-001-10-00-0034-00
Total: \$73.23

3. John A. & Theresa A. Metz 2003 County Tax
135 Thompsonville Road
McMurray, PA 15317
District: Peters Township
Parcel No. 540-003-07-02-0046-01
Total: \$31.86

4. Jeffrey H. & Deana A. Guilliani 2003 County Tax
224 Hooks Lane
Canonsburg, PA 15317
District: Canonsburg 1st Ward
Parcel No. 100-001-10-00-0031-00
Total: \$59.94

5. Mark J. Solobay 2001 County Tax
141 Murdock Street
Canonsburg, PA 15317
District: Canonsburg 2nd Ward
Parcel No. 100-009-00-02-0016-00
Total: \$121.32

6. Stacy A. & Doreen M. Skerbetz 2003 County Tax
205 Penn Avenue
Bentleyville, PA 15314
District: Bentleyville Borough
Parcel No. 040-061-00-02-0004-00
Total: \$52.77

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DiSalle presented to the Board for their consideration and approval the Request for Proposals for the Western Center Development Project. This was previously authorized by the Board of Commissioners to be issued on September 11, 2003.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the Request for Proposals for the Western Center Development Project as per above.

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BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Roll call vote taken:

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

Motion carried unanimously.

There being no further business, Chairman Bevec declared the meeting adjourned at approximately

11:30 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

_____ *September 24* _____, 2003

ATTEST: *Catherine E. Kresh*
ADMINISTRATOR/CHIEF CLERK