

Minute No. 684

Washington County Commissioners

Washington, PA, November 29, 2001

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. Irey and J. Bracken Burns, Sr. Also being present: Cathi Kresh, Administrator/Chief Clerk; Solicitor Richard DiSalle; Linda Belcher, Administrative Assistant; Melanie Finney, Planning Commission; Sheriff Larry Maggi and Todd Hammond, of the Sheriff's Office; Pastor Ralph Volpe, Central Assembly Church of Houston; Senator J. Barry Stout and Joyce Popvich; Mark Mascara, Industrial Development Authority; Robert Umstead, Redevelopment Authority; Robert Harms, Director of the Mental Health/Mental Retardation Program; Kay Jo Fischer, member of the Emergency Medical Services Council; Christie Conrad and Lynn Mosallem, Crossroads Speech and Hearing, Inc.; Charlie Keenan, Jerry Seaman and John Adams, interested citizens; Sara Snatchko, PA Focus; Linda Ritzer, Observer-Reporter; Jim Jefferson and intern, WJPA; Chris Haines, Herald-Standard and Josh Fosbrink, CU TV.

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

Pastor Volpe led the meeting with a prayer.

Senator Stout led the Pledge of Allegiance.

Chairman Bevec entertained a motion to approve Minute No. 683 dated November 14, 2001.

Moved by Mrs. Irey, seconded by Mr. Burns, that Minute No. 683 be approved as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioners introduced Senator J. Barry Stout who presented grant award checks from the Department of Community and Economic Development for two area health and medical service providers.

Senator Stout presented a check in the amount of \$5,000.00 to Robert Harms, Director of the Mental Health/Mental Retardation Program. Senator Stout stated Mental Health/Mental Retardation would use this check to help cover the cost of Otoacoustic Emissions Screening equipment, which will be used by Crossroads Speech and Hearing, Inc. for a county-wide infant and toddlers early intervention program.

Christie Conrad and Lynn Mosallem, of Crossroads Speech and Hearing, Inc., thanked Senator Stout for the check and commented on the benefits and use of the otoacoustic screening equipment.

Senator Stout presented a check in the amount of \$10,000.00 to Kay Jo Fischer, member of the Emergency Medical Services Council to be used to help purchase an Automated External Defibrillator.

Ms. Fischer thanked Senator Stout for his assistance in obtaining this grant award and commented on recent incidents whereby the AED was used to save lives.

Senator Stout stated both projects will greatly improve the quality of life in the community and thanked everyone that assisted him in obtaining these grants.

(RECESS FOR PHOTOS)

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

SPECIAL ORDER OF BUSINESS (CON'T)

Mr. Umstead, Executive Director of the Redevelopment Authority, presented to the Board for their consideration and approval a Resolution regarding the Program Budget Revisions and Amendments to the County's Consolidated Plan.

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

Roll call vote taken:

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

Motion carried unanimously.

Attorney Mark Mascara presented to the Board for their consideration and approval a TEFRA Resolution regarding Trigon, Inc. located in Peters Township, Washington County. Trigon, Inc. is seeking tax-exempt financing to purchase a building located at 200 Hidden Valley Road, McMurray, Pennsylvania, make renovations to the building and purchase communication equipment said building. It is anticipated that the purchase and subsequent renovations will create nine new jobs and retain five jobs. It is anticipated the loan will not exceed \$600,000.00 and the note closing will be no later than the first quarter of 2002.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the TEFRA Resolution as per above.

Roll call vote taken:

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

Motion carried unanimously.

PUBLIC COMMENTS

Charlie Keenan, a resident of Blaine Township, expressed his thoughts to the Board regarding the land swap deal with the State and noted this action will cause a financial burden to the taxpayers in Blaine Township; losing about ten percent of the township's yearly tax revenue.

Mr. Keenan also read a copy of correspondence from Representative Tim Solobay to Max Morgan, Executive Director of Economic Development, expressing his concerns about the project.

Mr. Keenan noted he plans to meet with Representative Pete Dailey, who will represent Blaine Township under a recent redistricting plan.

OLD BUSINESS

Solicitor DiSalle recommended the Board award the bid for Meat to the following vendors for the Health Center and Correctional Facility.

Green Valley Packing, Claysville, PA
Sysco, Harmony, PA

Gordon Food Service, Grand Rapids, MI

This bid will be effective December 1, 2001 through March 31, 2002 and the total monthly cost is approximately \$27,000.00.

Moved by Mrs. Irely, seconded by Mr. Burns, awarding the foregoing bid to above-listed vendors.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DiSalle recommended the Board table the bid for Linen Supplies for further review.

Moved by Mrs. Irely, seconded Mr. Burns, to table the foregoing bid for further review.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DiSalle recommended the Board table the bid for Briefs and Underpads for further review.

Moved by Mrs. Irely, seconded by Mr. Burns, to table the foregoing bid for further review.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DiSalle recommended the Board re-advertise the bid for 911 Maintenance Equipment as no valid bids were received.

Moved by Mrs. Irely, seconded by Mr. Burns, to re-advertise the bid for 911 Maintenance Equipment.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval an Agreement with Karen Nickel for court reporting services at the rate of \$150.00 per day or \$75.00 per half day on an as-needed basis. It is to be noted this agreement would add flexibility to the court reporting pool but will not increase the budgeted amount for court reporting services. This agreement will be effective December 1, 2001.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the foregoing Agreement with Karen Nickel.

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 grant application to the Pennsylvania Historical Museum Commission for a non-matching grant in the amount of \$4,992.00 to be used for microfilming records in the Clerk of Courts Office.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the grant application for the Clerk of Courts 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 grant application to the Pennsylvania Historical Museum Commission in the amount of \$9,532.50 for the purpose of preserving deed books dating back to 1700 in the Recorder of Deeds Office. It is to be noted this grant would require a County match of an equal amount.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the grant application for the Recorder of Deeds 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 15 to 17 desktop and 3 laptop computers as part of the capital computer replacement program. The total amount of this purchase is approximately \$26,000.00 and will not require bidding since purchase is from state contract.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the purchase of computers for the capital computer replacement program.

Roll call vote taken:

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

Motion carried unanimously.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a State Contract purchase of nine touch screen monitors for the total amount of \$16,191.00 for the Public Safety Department. The amount is to be paid by the capital expenditure account.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the State Contract purchase for the Public Safety Department as per above.
above.

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 a contract with West Group Company (Westlaw) for online legal research for thirteen Court employees and the Solicitor's Office. The cost per month is \$615.00 plus a one-time fee of \$1,967.25 for printed materials to be used in the Law Library. This contract will be effective December 1, 2001 through November 30, 2002. It is to be noted this amount is in the Law Library approved budget.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing contract with West Group Company for the Law Library.

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 a contract with IMR of Harrisburg, PA for the purpose of scanning and micro-filming current records in the Recorder of Deeds Office. The cost per image is \$.04 and will not exceed \$7,000.00 per year. This will be effective December 1, 2001 through November 30, 2004.

Moved by Mrs. Irej, seconded by Mr. Burns, approving the contract with IMR for the Recorder of Deeds Office as per above.

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 a contract with EDA of Southpointe, Canonsburg for the purpose of map scanning and data transfer in the Recorder of Deeds Office. The cost per map scan

will be \$2.35 and will not exceed \$2,500.00 per year. The cost per card will be \$.62 and not exceed \$1,500.00 per year and \$5.00 per CD data transfer not to exceed \$300.00 per year. This will be effective December 1, 2001 through November 30, 2002.

Moved by Mrs. Irej, seconded by Mr. Burns, approving the foregoing contract with EDA for the Recorder of Deeds Office.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommend to the Board the reappointment of Mayor John Lignelli to the Washington County Housing Authority for a four year term, effective January 1, 2002 through December 31, 2005.

Moved by Mr. Burns, seconded by Mrs. Irej, reappointing Mr. Lignelli to the Washington County Housing Authority as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board the reappointment of Kathryn Hixenbaugh to the Washington County Conservation District for four year term, effective January 1, 2002 through December 31, 2005.

Moved by Mr. Burns, seconded by Mrs. Irej, reappointing Ms. Hixenbaugh to the Washington County Conservation District as per above.

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 the additional of the Association for Professionals in Infection Control (APIC) to the County approved list of associations. It is to be noted the cost annually for membership is \$160.00.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the addition of the Association for Professionals in Infection Control to the County approved list of associations.

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 a request for Mary Bryker to purchase service credit for prior medical leaves for retirement purposes in the amount of \$1,133.69. It is to be noted this action was approved previously by the Retirement Board.

Moved by Mrs. Irej, seconded by Mr. Burns, approving the request for Mary Bryker as per above.

Roll call vote taken:

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

Motion carried unanimously.

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Chief Clerk presented to the Board for their consideration and approval allocation adjustments to the following contracted agencies for the Drug and Alcohol Program:

	<u>INCREASE</u>	<u>TOTAL AMOUNT</u>
Another Way	\$20,000	\$40,000
Try Again Homes	\$10,000	\$20,000
Spectrum Family Network	\$10,000	\$50,000

Moved by Mrs. Irely, seconded by Mr. Burns, approving the foregoing allocation adjustments for the Drug and Alcohol Program.

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 the following Child Care Provider Agreements for 2001. 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.

Annette Johnson, Donora
Yvette Steele, Washington
Barbara Newman, Slovan

Diane Gianunzio, Coal Center
Kimberly Kelley, Washington
Catherine Adams, Washington

Moved by Mr. Burns, seconded by Mr. Bevec, approving the foregoing Child Care Service Provider Agreements.

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 Engineering Agreement with Widmer Engineering, Inc. in the amount of \$192,848.83 for the design of Raccoon #5, Witherspoon in Hanover Township. The costs will be paid 80% State and 20% County Liquid Fuels.

Moved by Mrs. Irely, seconded by Mr. Burns, approving the Engineering Agreement with Widmer Engineering, 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 Supplement #2 with McTish, Kunkel and Associates for construction inspection services on Maple #1 in Speers Borough. This supplement decreases the preliminary (Part I) and the final (Part II) design by \$14,740.19 and transfers these funds to construction inspection/consultation (Part II). It is to be noted the total contract amount of \$209,106.71 will not change and the costs will be paid 80% State and 20% County Liquid Fuels.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the Supplement #2 with McTish, Kunkel and Associates for Maple #1 in Speers Borough 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 for a new 2002 Ford Crown Victoria for the Sheriff's Office from Warnok Ford of New Jersey in the amount of approximately \$23,500.00. It is to be noted this is a state contract purchase, therefore, will not require bidding and has been approved by the capital expenditure committee.

Moved by Mrs. Irej, seconded by Mr. Burns, approving the State Contract purchase for the Sheriff's Office as per above.

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 a State Contract purchase for one Digital Recording System for the Public Safety Department from CMA of Maryland in the amount of \$56,875.00. This system will replace the current reel to reel system, which is outdated. It is to be noted this is a state contract purchase, therefore, will not require bidding and has been approved by the capital expenditure committee.

Moved by Mrs. Irej, seconded by Mr. Burns, approving the State Contract purchase for the Public Safety Department as per above.

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 a State Contract purchase for one Gas ComboTherm Oven/Steamer for the Correctional Facility from Singer Equipment Company of Pennsylvania in the amount of \$30,700.00. It is to be noted this is a state contract purchase, therefore, will not require bidding and has been approved by the capital expenditure committee.

Moved by Mrs. Irej, seconded by Mr. Burns, approving the state contract purchase for the Correctional Facility as per above.

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 extension to the current contract with Health Choices Behavioral Health Agreement with the office of Mental Health and Substance Abuse for Mental Health/Mental Retardation for the period of January 1, 2002 through March 31, 2002.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing extension to the contract with Health Choices Behavioral Health Agreement.

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 a Reference Request Policy for the Human Resources Office. This policy will outline the practices and procedures currently being used for releasing information about current and former employees. This will be effective immediately upon approval.

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Moved by Mrs. Irej, seconded by Mr. Burns, approving the Reference Request Policy as per above.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An Executive Session was held on November 14, 2001 in Room 704 immediately following the Agenda Meeting to discuss personnel and litigation issues.

The final meeting of the Board of Commissioners will be December 13, 2001. The regular meetings will resume January 3, 2002 and continue on the first and third Thursdays throughout 2002. The agenda meetings will be held on the first and third Wednesday of each month in 2002.

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

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

December 3, 2001

ATTEST: Catherine E. Kresh
ADMINISTRATOR/CHIEF CLERK