

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 901

Washington County Commissioners

Washington, Pennsylvania, April 7, 2011

The Washington County Commissioners met in regular session in the Public Meeting Room, Courthouse Square, Washington, Pennsylvania, with the following members being present: Commissioners Larry Maggi, Bracken Burns and Diana Irey Vaughan. Also being present: Scott Fergus, Director of Administration; Mary Helicke, Chief Clerk; Lynn DeHaven, Solicitor; Linda Belcher, Administrative Assistant; Joy Sprowls and Sue Orrick, Commissioners' Office; Tim Kimmel, Director of Human Services; Chuck Nicholls, Director of Human Resources; Melanie Thomas Finney, Planning Commission; Harry Wilson, American Legion Post 391; Lori Harbert, Jane Zupancic and staff of the Children and Youth Services Office; Bill McGowen and Tamara Mayton, Redevelopment Authority; Betsy Dane, Michelle Lipchik and Laura Radcliffe, Crime Victims/Witness Assistance Office; Joanna Dragan, SPHS Care Center; Scott Campbell, Bernie Clark and Bill Worthington, Center West Sewer Authority; Barb Dearloph, Representative Dailey's Office; Brenda DeVecka, Representative Bill DeWeese's Office; Debbie Bachinski, Representative Solobay's Office; Laurie and Brooke Popeck, Keep Pennsylvania Beautiful; Jay Dutton, John Adams and Frank Byrd, interested citizens; Barbara Miller, Observer-Reporter and Jim Jefferson, WJPA.

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

Commissioner Irey Vaughan led the meeting with a prayer.

Mr. Wilson led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 900 dated March 17, 2011 as written.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving Minute No. 900 as written.

Roll call vote taken:

Ms. Irey Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioners presented a check in the amount of \$1.7 million to the Center-West Joint Authority Sanitary Collection System and Treatment Facility Phase I Project as part of the Local Share Account Program to be used for the construction of a sanitary collection system and treatment facility to serve portions of West Brownsville and Centerville Boroughs.

Mr. Worthington accepted the check and thanked the Board and committee for considering this project to be included in the local share account funding program. He briefly explained what the project would entail and noted that providing public sewer facilities is critical to eliminating existing threats to public health, safety and the environment. He also noted that this project will play a major role in expanding existing businesses and attracting new commercial development into the area.

The Commissioners read a Proclamation declaring April 10-16, 2011 as "National Crime Victims' Rights Week" in Washington County.

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

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Roll call vote taken:

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

Motion carried unanimously.

Mrs. Dane accepted the Proclamation and made comments regarding upcoming events that will take place to celebrate National Crime Victims' Rights Week in Washington County. She also thanked the board for their many years of support.

The Commissioners read a proclamation regarding Sexual Assault Awareness in Washington County.

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

Roll call vote taken:

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

Motion carried unanimously.

Ms. Dragan accepted the proclamation and thanked the board for recognizing sexual assault awareness and the need to educate the community.

The Commissioners read a proclamation celebrating CCAP's 125th Anniversary.

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

Roll call vote taken:

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

Motion carried unanimously.

The Commissioners read a proclamation declaring April 2011 as "Child Abuse Prevention Month" in Washington County.

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

Roll call vote taken:

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

Motion carried unanimously.

Mrs. Zupancic accepted the proclamation and thanked the Board for their continued support in this very important issue. She acknowledged Ms. Harbert, the director of Children and Youth Services and her staff for all their hard work and dedication.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Laurie Popeck, spokesperson for Keep PA Clean, gave the board an update on the cigarette litter campaign. She stated that their grant application has been approved and volunteers will soon be at Cross Creek County Park to pass out environmentally friendly ash trays. She also thanked the board for all their continued support for this very important cause.

John Adams, of Avella, commented on the matter of the county reassessment and noted that the taxpayers of Washington County cannot afford to pay for the reassessment.

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OLD BUSINESS

Solicitor DeHaven recommended the Board ratify the bid award for the Unified Payment System to Govolution, Arlington, VA., the lowest most responsive and responsible bidder meeting requirements. The term of this contract will be March 22, 2011 through May 14, 2014, with the option to extend for one additional three- year period. There is no charge to the County. All credit card payments to the Treasurer, at the counter or over the internet will have a 2.5% convenience fee added to the Payee's total amount owed. All electronic checks will have a \$1.49 charge added to the payee's total.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the ratification of the bid award for the Unified Payment System as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven requested the Board's approval to bid and bid award for the Washington County airport window replacement project to the following lowest most responsive and responsible bidder meeting requirements for the airport window replacement project to Specified Systems, Inc., McMurray, PA in the amount of (Base Bid \$44,800.00 and Alternate #1 \$5,400.00) \$50,200.00. The bid award will be funded from the American Recovery and Reinvestment Act '2009 funds, which were appropriated to the Department of Energy (DOE) under the Energy Efficiency and Conservation Block Grant (EECBG). No county dollars are required.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the ratification to bid and the bid award for the Washington County Airport Window Replacement as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the Joint Municipal Purchasing Program for Washington County to the following vendors based on the per unit cost as submitted in their bid proposals:

Advanced Drainage Systems, Ludlow, MA
 Authorized distributor: Interstate Pipe, Washington PA
 Chemung Supply Corp., Elmira NY
 Culverts Inc., Coraopolis, PA
 Customs Products Corp, Jackson, MS
 Del Sir Supply, Inc., Meadow Lands, PA
 Hanson Aggregates BMC Inc., Connellsville, PA
 Suit-Kote Corp., Washington, PA

All items have been awarded to the lowest most responsive and responsible bidders meeting specifications. The contract is effective, date of approval through April 14, 2012 at a total yearly cost of approximately \$10,000.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, awarding the bids for the Joint Municipal Purchasing Program as per above.

Roll call vote taken:

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

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Motion carried unanimously.

Solicitor DeHaven recommended the Board approve an extension to the current contract for the furnishing, delivery and installation or repair of flooring for all Washington County facilities with Don Greer's Fashion Floors, Washington, PA through May 31, 2012. All other terms and conditions of the current agreement remain in full force. The total yearly cost for 2010 was approximately \$36,552.00.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the extension to the current contract as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board approve an extension to the current contract for the Industrial Commodities to the following vendors through May 31, 2013.

W.W. Grainger, Lake Forest, IL through local Pittsburgh office.
MSC Industrial Supply Co., Pittsburgh, PA

All other terms and conditions of the current agreement remain in full force. The total yearly cost of this contract is approximately \$130,000.

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

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended by Board approve an extension to the current contract with Office Max, Pittsburgh PA to provide office supplies to all county offices. This contract is extended through April 30, 2012 and is in accordance with the original bid documents. The total yearly cost for this contract is approximately \$240,000.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the foregoing extension to the contract for office supplies.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval costs for the annual Crime Victims' Rights Week dinner to be held at the George Washington Hotel on April 15, 2011. The costs are estimated to be \$1,500 and will be paid through the Rights and Services Assistance Grant. No county funds are required.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the costs associated with the Crime Victims' Rights Week dinner.

Roll call vote taken:

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

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Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following board appointments and reappointment:

Appointment of J. Barry Stout to the Washington County Redevelopment Authority Board.
The term will be effective through July 30, 2013 and the reappointment of Ann Dugan effective through July 30, 2015

Appointment of Bill Denny and Jennifer Wolfe to the Washington County Library Board

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the foregoing appointments and reappointment to the listed boards.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the ratification of an extension of time to drill the next well in Cross Creek Park from the April 7, 2011 deadline to July 1, 2011 primarily due to adverse weather conditions and the subsequent impacts of construction activities in such adverse weather conditions.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the foregoing ratification of the extension for drill time in Cross Creek Park.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a contract with Howard Edkin for survey services under the Farmland Preservation Program. The two-year agreement provides for payment of \$5,200 per farm. Mr. Edkin has been performing survey work for this program in a satisfactory and timely manner for several years.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the agreement with Howard Edkin for survey services as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the renewal of the hay lease with Pete Monticello for tract 9A in Cross Creek County Park consisting of 18 acres. Mr. Monticello will pay \$20 per acre for the lease during the term April 17, 2011 through April 16, 2012.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the renewal hay lease as per above.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval the renewal of the Furlough into Service Grant with the Pennsylvania Commission on Crime and Delinquency. This federal grant in the amount of \$14,614 is for the period July 1, 2011 through June 30, 2012 and requires a county match in the amount of \$43,843.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the grant renewal as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval 2010-2011 provider service agreements for the Child Care Information Services Department with the list of previously approved providers. The agreements will automatically renew until one party notifies the other party, in writing, of their intent not to renew under the current terms.

Georgina Stasiowski, Canonsburg, PA
Lisa Rubin, Washington, PA
Aaron Dates, Washington, PA

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the foregoing provider agreements for Child Care Information Services.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a purchase of service agreement with Children's Aid Home of Somerset County to provide child welfare services to eligible citizens for the Children and Youth Services Office. This agreement will run from January 1, 2011 through June 30, 2011 for a sum not to exceed \$10,000. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the purchase of service agreement with Children's Aid Home of Somerset County as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a provider agreement addendum with Wesley Spectrum Services for Children and Youth Services Office for the period of July 1, 2010 through June 30, 2011. This addendum adds a per diem rate of \$57.22 for foster care services not included in the original contract. The contract authorization amount will remain unchanged at \$25,000 and no additional county funds are required.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the provider agreement addendum with Wesley Spectrum Services as per above.

Roll call vote taken:

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

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Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the following allocation adjustments for Mental Health/Mental Retardation Office for the period of July 1, 2010 through June 30, 2011. No additional county funds are required.

<u>AGENCY</u>	<u>FROM</u>	<u>TO</u>
Centerville Clinics, Inc.	\$ 714,174	\$ 658,015
Washington Communities MH/MR	<u>1,557,153</u>	<u>1,540,556</u>
TOTALS	\$2,271,327	\$2,198,571

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the foregoing allocation adjustments for Mental Health/Mental Retardation Office.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a provider agreement with RDP Consulting Services, Inc. for Mental Health/Mental Retardation Office for the period of January 1, 2011 through June 30, 2011 for the amount of \$13,500. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the provider agreement with RDP Consulting Services, Inc. as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a third work plan with Affinity Health Services, Inc. to provide ongoing support services to the Health Center including, but not limited to, interim NHA support, case mix review, and training. This work plan will run from April 1, 2011 through April 30, 2011 at a monthly fee not to exceed \$11,000. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the work plan with Affinity Health Services, Inc. for Human Services Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a purchase of service agreement with Sheila Herring to serve as the interim Nursing Home Administrator for the Health Center. This agreement will be effective April 1, 2011 through April 30, 2011, at a monthly fee of \$7,680.00 per month and will be renewed automatically on a month-to-month basis unless terminated by either party.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the purchase of service agreement with Shelia Herring as per above.

Roll call vote taken:

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

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Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval agreements with the following providers for housing and supportive services to homeless individuals and families in the total amount of \$1,186,556. No county funds are required.

<u>AGENCY</u>	<u>AMOUNT</u>	<u>GRANT YEAR</u>
Residential Recovery Services	\$170,880	5/1/2011 – 4/30/2012
Connect, Inc.	\$ 91,636	6/1/2011 – 5/31/2012
Connect, Inc.	\$142,417	5/1/2011 – 4/30/2012
Connect, Inc.	\$197,510	5/1/2011 – 4/30/2012
Connect, Inc.	\$201,689	6/1/2011 – 5/31/2012
Washington Women's Shelter	\$220,374	12/1/2011 – 11/30/2012
Try-Again Homes, Inc.	\$162,050	5/1/2011 – 4/30/2012
TOTAL	\$1,186,556	

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the agreements for housing and supportive services as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a physician's credentialing application from Vitas Palliative Care to provide assistance in managing palliative care needs of the Health Center residents. No county funds are required.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the physician's credentialing application as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the for their consideration and approval authorization to advertise for proposals for a purchasing card program for Washington County.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving authorization to advertise for proposals as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a contract with IMR Limited for the Prothonotary's Office that will be effective through March 31, 2021, at a cost of approximately \$933 a month. This is for case file back file document conversion in order to have more records available in electronic form. No county dollars are required as this will be paid from the Automation Funds.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the contract with IMR Limited as per above.

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Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a renewal agreement with Televent/DTN, Inc., Omaha, NE. This is their weather satellite service located in Public Safety. There will be a \$7.00 increase in the base price per month on our current contract. The scope of this contract has been expanded to include four software license upgrade at a cost of \$193.00 monthly. This will enable multiple users to view/access the mobile command post at emergency scenes. This change will increase the current monthly cost to \$386.00. The entire amount will be paid from the Public Safety EMA account. The contract will be effective date of approval through March 31, 2012 and shall continue on a year to year basis unless cancelled by either party by giving thirty days written notice. All other terms and conditions of the agreement will remain the same.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the renewal agreement with Televent/DTN, Inc. as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an upgrade of Comcast Digital Service. This would be for the installation of three digital adapter boxes on the TV's located in Public Safety to view all of the cable channels. Now that they have tested their (DTA) devices, Public Safety would like to acquire ten additional decoders, which will allow them to reactivate the other devices within Public Safety and the Emergency Operations Center that went inactive when Comcast did their conversion to Digital. The first three are free and the other seven are at \$1.99 each per month totaling \$13.93. The additional monthly costs per device will be paid for from the EMA account.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the upgrade for the Public Safety Department as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a contract to provide an alcohol monitoring program to Keystone Smart Start, LLC for the Washington County Adult Probation. This is a remote alcohol monitoring system for the Adult Probation Department. It is to be noted no county dollars are required as Keystone Smart Start; LLC has agreed to direct bill program participants as outlined in the agreement. The Judge can order an offender to the monitor and order the defendant to pay the vendor up-front, eliminating the county from any payment requirements. This contract will be effective April 1, 2011 through December 31, 2011.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the contract for the Adult Probation Office as per above.

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Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a state contract purchase of an iPad for President Judge O'Dell Seneca. The total cost will be \$721.71 which will be paid from the President Judge's Operating Budget. The cost of the service is an additional \$42.99 per month through Verizon Wireless. This purchase is being made from CDW-G on the PA COSTARS 3 contract, therefore, does not require bidding.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the foregoing state contract purchase for President Judge O'Dell Seneca.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a state contract purchase of one air card that will be used by the Community Services/FITS Office for the PA Cleanways Program. The cost of this service is \$42.99 per month through Verizon Wireless which will be paid from the FITS Operating Budget. The Air card will be free with activation.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the foregoing state contract purchase for Community Services/FITS Office.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to ratify an "emergency" purchase of a Liebert Full Battery String of forty batteries to replace many defective batteries on Information Technology's main UPS unit that has failed. The unit is currently unprotected and would not survive a main power outage. The Liebert Full Battery String configuration and installation would be provided by Donwil Company, McKees Rocks, PA in the amount of \$12,665.00. The cost of the equipment and installation has been recommended for approval by the Capital Committee.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the ratification of an emergency purchase for the Information Technology Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held on April 6, 2011 immediately following the Agenda Meeting as an informational session regarding litigation relating to the reassessment and personnel.

The monthly meeting of the Salary Board will meet immediately following today's meeting.