

# MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 905

Washington County Commissioners

Washington, Pennsylvania, June 2, 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; JoAnn Metz and Joy Sprowls, Commissioners' Office; Tim Kimmel, Director of Human Services; Melanie Thomas Finney, Planning Commission; Barry Grimm, Director of Veterans' Affairs; George Ross, American Legion; Reverend Craig Kephart, Venice Presbyterian Church; Frank Bird, Carl Maggi, Harlan Shober and John Adams, interested citizens; Barbara Miller, Observer-Reporter.

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

Reverend Kephart led the meeting with a prayer.

Mr. Ross led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 904 dated May 19, 2011 as written.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving Minute No. 904 as written.

Roll call vote taken:

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

Motion carried unanimously.

## SPECIAL ORDER OF BUSINESS

None

(RECESS FOR PHOTOS)

## PUBLIC COMMENTS

John Adams, of Avella, commented on the gas drilling that is going on in Washington County. He pointed out the truck drivers of the gas companies are ruining local roads. He stated municipalities cannot afford to fix the damage done by the trucks.

## OLD BUSINESS

Solicitor DeHaven recommended the Board award the bid for the kitchen and housekeeping supplies for Aging Services to the following vendors based on their per unit cost as submitted in their bid proposals.

A-Z Janitorial Services, Washington PA  
 Calico Industries, Inc. Annapolis Junction, MD  
 Jack Frye Sales & Service, Clairton PA  
 Janitors Supply Co., Erie PA  
 Oliver Packaging & Equip Co., Grand Rapids MI  
 Sam Tell & Son Inc., Farmingdale NY

This bid has been awarded to the lowest most responsive and responsible bidders meeting specifications. The contract will be effective July 1, 2011 through June 30, 2012 at a total yearly cost of approximately \$70,000.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, awarding the bid for the kitchen and housekeeping supplies as per above.

Roll call vote taken:

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

Motion carried unanimously.

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NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval an agreement with Peirce Group to perform consulting services for Washington County's Other Post Employment Benefits (OPEB) Trust. This agreement includes a one-time set-up fee in the amount of \$17,500 and an annual retainer in the amount of \$10,000. The services include the development of an investment policy statement and a long-term strategic asset mix.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the agreement with Peirce Group 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 agreement with the Bank of New York to provide custodial services for the OPEB Trust. The annual fee for this service is two basis points with a minimum of \$3,000.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the agreement with Bank of New York 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 budget modification for the Victims of Juvenile Offenders Grant with the Pennsylvania Commission on Crime and Delinquency. This federal grant has been reduced by \$20,204 and the expenses have been reduced by the same amount so that no County funds will be required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the foregoing budget modification for the Victims of Juvenile Offenders Grant.

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.

Sandra Strauss, Washington, PA  
Jamie Fisher, Monessen, 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 an addendum to the purchase of service agreement with George Junior Republic for the period of July 1, 2010 through June 30, 2011. The contract authorization amount will increase from \$400,000 to \$500,000. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the addendum to the purchase of service agreement with George Junior Republic 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 of an addendum to the purchase of service agreement with Try-Again Homes, Inc. for the period of July 1, 2010 through June 30, 2011. The contract authorization amount will increase from \$211,950 to \$250,000. No additional county funds are required.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the addendum to the purchase of service agreement with Try-Again Homes, 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 hospice agreement with Vistas Healthcare to provide hospice care services at the Washington County Health Center. This agreement will be for one year and will automatically renew. No county funds are required.

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving the hospice agreement with Vistas Healthcare 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 change order to the contract with Fallon Electric Co., Inc. in the amount of \$1,889.87. This change order has been for additional electrical wire, connectors, etc. for the new rehab department at the Washington County Health Center. This will increase the amount of the contract, including prior change orders, from \$115,700.00 to \$128,982.90.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the foregoing change order with Fallon Electric, Co., Inc.

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 authorization to advertise for bids for the following:

Nurses Call System at the Washington County Health Center

Requests for proposals for the Courthouse paint and plaster restoration

Moved by Mr. Burns, seconded by Mrs. Irey Vaughan, approving authorization to advertise bids and requests 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 the payment of the license renewal for the

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Washington County Information Technology OnBase System. This renewal is for the maintenance and software at a total cost of \$10,624 to IMR Limited, Harrisburg, PA for the period of July 1, 2011 through July 1, 2012. The total amount will be charged to the Information Technology budget.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the payment for the license renewal for the OnBase System 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 purchase of an automated indexing license for the Washington County OnBase System. The total cost will be \$12,800 from IMR Limited, Harrisburg, PA and the amount will be split between the Records Improvements Fund and Capital budgets.

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

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 following state contract purchases:

Emergency IP phone purchase at the estimated cost of \$65,000.00

An HP Informix Server for the purpose of replacing their FACTS Database Server for Court Technology at a cost of \$25,000.00, which will be paid by capital funds.

Purchase of a Smart Phone through AT&T Corporation for Debbie Bardella, Recorder of Deeds, at a cost of \$199.00 and a monthly cost of \$89.00/month.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the foregoing state contract purchases.

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 adopt a resolution approving the plan revisions and amendments to the Community Development Block Grant and Home Investment Partnerships Programs which are part of the County's Consolidated Action Plan.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, adopting the resolution 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 agreement for professional services to relocate existing 7-Unit T-Hangar at the Washington County Airport for Delta Airport Consultants: Design and bidding are estimated at \$139,615 and construction costs are estimated to be \$100,407.

Moved by Mrs. Irey Vaughan, seconded by Mr. Burns, approving the agreement for professional services as per above.

Roll call vote taken:

Mrs. Irey Vaughan - Yes; Mr. Burns - No; Mr. Maggi - Yes.

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Motion carried.

ANNOUNCEMENTS

An executive session was held June 1, 2011 immediately following the Agenda Meeting as an information session regarding potential litigation and personnel.

The monthly Salary Board Meeting will be held immediately following today's board meeting.

SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:20 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_ June 9, 2011  
 ATTEST: Mary E. Helucke  
 CHIEF CLERK