

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 927

Washington County Commissioners

Washington, Pennsylvania, May 17, 2012

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, Diana Irey Vaughan and Harlan G. Shober, Jr. Also being present: Pastor Aaron Johnson of Life Point Church, American Legion Post 175 representative George Ross, Director of Administration Scott Fergus, Chief Clerk Mary Helicke, Solicitor Lynn DeHaven, Administrative Assistant Joyce Thornburg, Administrative Commissioner Assistant Marie Trossman, Veterans Affairs Director, Barry Grimm, Planning representative Melanie Thomas-Finney, Purchasing Director Randy VanKirk, Finance Director, Roger Metcalfe, Finance Department representative, Irene Farabee, Assistant District Attorney, Traci McDonald, Detective J.R. Sweeny, Dan Reitz, Executive Director of Washington County Council on Economic Development, Economic Development board president, Richard White, Washington Hospital Teen Outreach Program representative, Mary Jo Podgurski, Teen Outreach office coordinator, Linda Atkins, Chief Executive Officer of Washington Hospital Gary Weinstein, Volunteer Coordinator for *Keep Washington County Beautiful* representative Laurie Popeck, Planning Department recycling specialist Jason Theakston, attorney Dave DiCarlo, Pepper Hamilton, LLP representative Tom Trimm, Valco Capital representative Gary Pulcini, Boenning & Scattergood representative Nick Falgione, WJPA representative Jim Jefferson, Observer Reporter Publishing Co., representative Barbara Miller, concerned citizens, Frank Byrd, Independence Township resident John Adams and Smith Township resident Harry Sabatasse.

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

Pastor Aaron Johnson led the meeting with a prayer.

Mr. Ross led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 926 dated May 17, 2012, as written.

Moved by Mr. Shober, seconded by Mrs. Irey Vaughan, approving Minute No. 926 as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mrs. Irey Vaughan read a proclamation declaring the month of May as National Teen Pregnancy Prevention Month which Mary Jo Podgurski and Gary Weinstein accepted. And thanked the BOC for their support and encouragement.

Mr. Shober read a proclamation declaring May 25, 2012, as National Missing Children's Day, which Traci McDonald and J.R. Sweeny accepted. Both made brief comments about the need for the program.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

Concerned citizen Harry Sabatasse thanked Scott Fergus for Clean an Green information that was mailed to him. Mr. Sabatasse still has questions regarding what he thinks is a double standard. Mr. Sabatasse stated that he believes agricultural reserve should be open land. However, he continues to state that on his road, there are no trespassing signs.

Volunteers for *Keep Washington County Beautiful*, Laurie Popeck and Jason Theakston, thanked the Commissioners for the use of Washington County Fairgrounds on May 12, 2012, for the used tire collection. It was stated that approximately 230 people participated in bringing 2,500 tires which was equivalent to approximately 42 tons of tires. The tires were loaded in three tractor trailers and driven to Harrisburg at a cost of \$3,500 per tractor trailer. The majority of participants were from Chartiers Township, City of Washington, Canton Township and Mt. Pleasant. An announcement was also made that an electronics collection will be held on July 7, 2012, at the fairgrounds and a household chemical and hazardous material collection will be held July 14, 2012, at Washington Mall.

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Concerned citizen John Adams commented that he is unsure if he likes the paperless agenda during the public meeting. He also stated that he still believes that an elected official should not run for another office while still holding an elected position.

Nick Falgione of Boenning & Scattergood commented that Washington County currently has an A+ credit rating and made comments about the ordinance proposed on the agenda.

OLD BUSINESS

Solicitor DeHaven recommended the Board award the bid for Oak Leaf Road resurfacing to Michael Facchiano Contracting, Inc., Pittsburgh, for the total bid amount of \$135,985.00 and will be paid through a Dirt and Gravel Road Program grant through the Conservation District matched by Oil and Gas Lease funds. The bid has been awarded to the lowest, most responsive and responsible bidder meeting the requirements.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve Michael Facchiano Contracting, Inc., for resurfacing.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board authorize the extension of the bid contract for food supplements for Washington County to Abbott Laboratories, Inc., Columbus, Ohio, through March 31, 2013. This extension is under the same terms and conditions as the current agreement.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an extension of the bid contract with Abbot Laboratories, Inc.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval the following leases and addendums for Washington County Airport.

Lease with Ronald Zborowski for aircraft storage effective February 29, 2012, in the amount of \$206.70 per month;

Lease with Robert J. Grimm for aircraft storage in the amount of \$196.10 per month effective September 21, 2011;

Lease with Dean Grose in the amount of \$196.10 per month effective December 1, 2011;

Lease addendum #4 and #5 with David R. and Cathy Friend with the annual rent of addendum #4 being \$6,000.00 and addendum #5 being \$18,695.04, from May 1, 2012 to December 1, 2014;

Addendum #2 with Skyward Aviation adjusting the monthly lease amount with the net annual rent being \$13,171.00 from November 1, 2012 to November 1, 2015;

Addendum #4 with Chapman Corporation adjusting the monthly lease amount with the rent being \$8,972.88 from May 1, 2012 to May 31, 2014; and

Addendum #3 with Aero National Inc., adjusting the rental rate for Cherokee Land to \$10,254.72 from May 1, 2012 to July 1, 2015, Commercial F.B.O., to \$9,464.00 from May 1, 2012 to January 1, 2014 and 84 Land Lease to \$6,721.44 from May 1, 2012 to June 27, 2015; and

Commercial F.B.O. agreement with Skyward Aviation with the annual rent being \$10,893.68 (monthly rent being \$907.81) from May 1, 2012 through November 1, 2031.

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Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the proposed leases and addendums for Washington County Airport.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a purchase of service contract with Dan Briner to act as an IT consultant relative to technology needs at the Correctional Facility. The contract is effective May 17, 2012 and will not exceed \$10,000.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the contract with Dan Briner to act as IT consultant with the Washington County Correctional Facility.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a policy related to instant messaging throughout the County. The Human Resources Department will implement the policy upon installation of the program.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the policy related to instant messaging.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the appointment of Lisa Mascara to Children and Youth Advisory Board effective through May 17, 2014, and Steve Johnson to the Industrial Development Board effective through December 31, 2013.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the appointments of Lisa Mascara to Children and Youth Advisory Board and Steve Johnson to Washington County Industrial Development Board.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a deed transfer in the amount of \$1.00 with the Washington County Tax Claim Bureau for Parcel I.D. #320-007-01-02-007-01. No additional county funds are required. The deed will result in the return of the property to the tax rolls.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the deed transfer with Washington County Tax Claim Bureau for Parcel I.D. #. #320-007-01-02-007-01.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a sales agreement with Hormann Flexon for the sale of Lot #14 (10.85 acres) in Phase 1-B in the Starpointe Business Park in Hanover Township, Washington County.

M I N U T E B O O K

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Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the sales agreement with Hormann Flexon for the sale of Lot #14 (10.85 acres) in Phase 1-B in Starpointe Business Park, Hanover Township, Washington County.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to adopt an ordinance that authorizes the occurrence of non-electoral debt through the issuance of General Obligation Bonds, Series 2012 A and 2012 B.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the adoption of an ordinance that authorizes the occurrence of non-electoral debt through the issuance of General Obligation Bonds, Series 2012A and 2012B.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a right-of-way offer from PADOT for the replacement of a bridge on Noblestown Road. The Commonwealth will pay \$1,500 as just compensation for the property affected and relocate two trail signs in the area.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the right-of-way offer from PADOT for the replacement of a bridge on Noblestown Road.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to adopt a resolution authorizing exemptions, deductions, abatements and credits relative to the Keystone Expansion Zone in Allenport, Dunlevy and Stockdale Boroughs. The term of the exemptions will be January 1, 2013 to December 31, 2022, if approved by DCED.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the adoption of a resolution authorizing exemptions, deductions, abatements and credits relative to the Keystone Expansion Zone in Allenport, Dunlevy and Stockdale Boroughs.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the 2011-2012 provider service agreements with the following providers:

Larry Thompson, Washington, PA

Stephanie Wood, Washington, PA

Kimberly Manon, Washington, PA

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the provider service agreements.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Irey Vaughan - 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 Youth Educational Services for the period July 1, 2011 through June 30, 2021. This addendum will include additional attachments with the program description, finalized rates, Affirmative Action Requirements and an Audit Clause. The contract authorization amount will remain unchanged and no additional county funds are required.

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Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an addendum to the purchase of service agreement with Youth Educational Services. No additional county funds are required.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Irey Vaughan - 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 Michael Crabtree, Ph.D., to provide Bonding Assessments. This addendum includes an hourly rate of \$200 and is effective July 1, 2011 through June 30, 2012. The contract authorization will increase to \$10,000.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an addendum to the purchase of service agreement with Michael Crabtree, Ph.D. The contract authorization will increase to \$10,000.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Irey Vaughan - 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 Mel Blount Youth Home of Pennsylvania, Inc., to provide emergency and residential placement for males ages seven to 17. The agreement is effective July 1, 2011 through June 30, 2012. The contract will not exceed \$50,000.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an addendum to the purchase of service agreement with Mel Blount Youth Home of Pennsylvania, Inc. The contract will not exceed \$50,000.

Roll call vote taken:

Mr. Shober - Yes; Mrs. Irey Vaughan - 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 the Alliance for Behavioral and Developmental Disabilities to provide one on one residential and behavior support services. This agreement is effective July 1, 2011 through June 30, 2012, for a sum not to exceed \$50,000. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve a purchase of service agreement with Alliance for Behavioral and Developmental Disabilities. No county funds are required.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of the Mental Health Plan for fiscal years 2013-2017 with the 2012 updates. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the Mental Health Plan for fiscal years 2013-2017 with the 2012 updates.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the board for their consideration and approval of an agreement with the Department of Housing and Urban Development (HUD) to provide housing and supportive services to homeless individuals and families in the amount of \$1,270,897. The time periods for these 12-month agreements will range from April 1, 2012 through December 31, 2013. No county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an agreement with the Department of Housing and Urban Development (HUD). No county funds are required.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of advertising for proposals (RFP) for a RFID Based File & Tracking System. The system will be utilized by the Clerk of Courts, Register of Wills, Prothonotary, Records Management and Court's Law Library at an estimated cost of \$100,000. The cost is estimated to be approximately \$100,000. This cost would be funded from the Row Office Automation Fund and the Records Improvement Fund.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve advertising for proposals (RFP) for a RFID based file & tracking system to be utilized by Clerk of Courts, Register of Wills, Prothonotary, Records Management and Court's Law Library. This cost would be funded from the Row Office Automation Fund and Records Improvement Fund.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of the authorization of payment of the license renewal for Washington County Information Technology OnBase System. This renewal is for maintenance and software at a total cost of \$12,359.00 to IMR Limited, Harrisburg, for the period July 1, 2012 through July 1, 2013. The total amount will be charged to the IT Operating Budget.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the authorization of payment of the license renewal for Washington County Information Technology OnBase System at a total cost of \$12,359.00 to IMR Limited, Harrisburg. The total amount will be charged to the IT Operating Budget.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of the payment of \$36,225.82 to Sungard Public Sector, Inc., Chicago, Illinois, for the renewal agreement for software support and maintenance for the Financial System, including the Fund Accounting System. This agreement is effective June 1, 2012 through May 31, 2013. The total amount will be charged to the Information Technology budget.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve payment of \$36,225.82 to Sungard Public Sector, Inc., for the renewal agreement for software support and maintenance for the Financial System, including the Fund Accounting System.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of an addendum to the professional services agreement with Service Express, Inc., Grand Rapids, Michigan, to include an updated price list for the purpose of providing maintenance on HP Hardware Components. All other terms and conditions of the current agreement remain in full force.

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Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an addendum to the professional services agreement with Service Express, Inc., to include an updated price list for the purpose of providing maintenance on HP Hardware Components.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of an agreement with Brian Norris Consulting Services to allow the courts to integrate their electronic retrieval system (ERS) with the current county online payment solution called Govolution and provide the ability to accept credit card or ACH payments for online services. The contract will not exceed \$21,000.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve an agreement with Brian Norris Consulting Services to allow the courts to integrate their electronic retrieval system (ERS) with the current county online payment solution called Govolution and provide the ability to accept credit card or ACH payments for online services.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was held May 16, immediately following the Agenda Meeting as an information session related to personnel and real estate.

The Salary Board meeting scheduled for today was cancelled.

All County offices will be closed on Monday, May 28, 2012, in observance of Memorial Day.

SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 11 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

June 5, _____, 2012

ATTEST: Mary E Heliske
CHIEF CLERK

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Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the board for their consideration and approval of an agreement with Brian Norris Consulting Services to allow the courts to integrate their electronic retrieval system (ERS) with the current county online payment solution called Govolution and provide the ability to accept credit card or ACH payments for online services. The contract will not exceed \$21,000.

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Roll call vote taken:

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

Motion carried unanimously.

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SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 11 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

June 5, _____, 2012

ATTEST: Mary E Helicke
CHIEF CLERK