

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 932

Washington County Commissioners
Washington, Pennsylvania, September 6, 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: Fred Cecchine of American Legion Post 744, Solicitor J. Lynn DeHaven, Director of Administration Scott Fergus, Chief Clerk Mary Helicke, Administrative Assistant Joyce Thornburg, Administrative Commissioner Assistants Joy Orndoff, Sue Orrick, Marie Trossman, Human Resources Director Chuck Nichols, Human Resources, Veterans Affairs Director Barry Grimm, Information and Technology Director Don Cortese, Controller Mike Namie, Planning Department representative Vince Ley, WJPA representative Jim Jefferson, Observer Reporter Publishing Co. representative Barbara Miller, Congressman Murphy's representative Nate Nevala, Children and Youth Services retiree Mary Heaton and concerned citizens Frank Byrd, John Adams, Jenna Sciulli, Luca Sciulli, Elena Sciulli and Dante Sciulli, Joyce Metzler, Chartiers Township supervisor Rich Metzler, Commander of American Legion Post 22 representative Frank Paterra, Children and Youth Services employees.

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

Mrs. Irey Vaughan led the meeting with a prayer.

Mr. Cecchine led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 931 dated August 16, 2012, as written.

Moved by Mr. Shober, seconded by Mrs. Irey Vaughan, approving Minute No. 931 as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mr. Shober read a proclamation proclaiming the month of September 2012, as National Hydrocephalus Awareness Month and proclaiming September 22, 2012, as Hydrocephalus Day. The proclamation was presented to Jenna Sciulli.

Moved by Mr. Shober, seconded by Mrs. Irey Vaughan, approving the proclamation for September 2012, as National Hydrocephalus Awareness Month and proclaiming September 22, 2012, as Hydrocephalus Day.

Roll call vote taken:

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

Motion carried unanimously.

Nate Nevala, representative of Congressman Murphy's office, read a certificate congratulating Mrs. Sciulli for her tireless efforts and volunteer services.

Jenna Sciulli accepted the proclamation and certificate and thanked the Commissioners and Congressman Murphy's office for recognizing the Hydrocephalus Foundation.

Mrs. Irey Vaughan read a retirement certificate of appreciation presented to Mary Heaton for more than 20 years of service in Children and Youth Services. Mrs. Heaton thanked the Commissioners and the Children and Youth Services staff. She stated it has been a privilege to work with the children and families of Washington County and a greater pleasure working within the Children and Youth Services Agency.

(RECESS FOR PHOTOS)

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PUBLIC COMMENTS

Frank Paterra, a veteran and former mayor of Charleroi, commented how illegal drugs are killing our country. Mr. Paterra expressed a need to launch a defense against illegal drugs.

John Adams expressed concern about the gas industry in Independence Township and the Wheeling and Lake Erie Railroad having 82 rail cars moving through their area.

OLD BUSINESS

Solicitor DeHaven recommended the Board ratify the bid award for the repairs to Mingo #10 bridge to Maccabee Industrial, Belle Vernon, Pa., in the amount of \$13,200.00. The total amount will be paid through Liquid Fuels until reimbursement is received from the insurance company for the truck that damaged the bridge. This bid has been awarded to the lowest most responsive and responsible bidder.

Moved by Mrs. Ireya Vaughan, seconded by Mr. Shober, approving the ratification of the bid award for the repairs to Mingo #10 bridge to Maccabee Industrial.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for envelopes and stationary, printing services and printed forms to the following vendors for the period of September 6, 2012 through August 31, 2013, with the option to extend through August 31, 2014:

Ad Forms, Donora, Pa.	Avail Business Systems, Hollsopple, Pa.
Blane Printing Co., Bridgeville, Pa.	Cane print Solutions & Graphics, Triadelphia, W.Va.
Efficiency Solutions, Pittsburgh, Pa.	Envelopes & Printed Products, Inc., Prospect Park, N.J.
Five Thousand forms, Fogelsville, Pa.	Harper Printer Service, Pittsburgh, Pa.
Masters Ink Corp., Canonsburg, Pa.	Pegasus Printing, Inc./d.b.a. Quality Quick Printing & Copy, Washington, Pa.

All items have been awarded to the lowest most responsive and responsible bidders meeting the specifications. The approximate total yearly cost is \$76,000.00. This bid has been awarded to the lowest most responsive and responsible bidder.

Moved by Mrs. Ireya Vaughan, seconded by Mr. Shober, approving the bid for envelopes and stationary, printing services and printed forms to the vendors listed above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board approve the bid for the rental, inspection and repair of oxygen concentrators, plus the provision of medical gases for the Health Center to Eastern Medical, Poland, Ohio. The rental and repairs are done on an "as needed" basis and has been awarded to the lowest most responsive and responsible bidder meeting the specifications. This contract will be effective from September 6, 2012 through December 31, 2014, with the option to extend for an additional two-year period.

Moved by Mrs. Ireya Vaughan, seconded by Mr. Shober, approving the bid for the rental, inspection and repair of oxygen concentrators, plus the provision of medical gases for the Health Center to Eastern Medical.

Roll call vote taken:

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

Motion carried unanimously.

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Solicitor DeHaven recommended the Board extend the bid contract for food and staples through September 30, 2013, to the following vendors based on the per unit cost: It is to be noted that OHI will include a 2% increase as per the bid documents.

Bimbo Foods, Inc., (formerly Stroehmann), Harrisburg, Pa. – all bread products

OHI Ice Cream Dist., Washington, Pa. – all ice cream products

Schneider's Dairy, Inc., Washington, Pa. – all coffee products

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the bid extension contract for food and staples through September 30, 2013, to the vendors listed above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board approve the change order in the amount of \$1,016.00, as requested by Repal Construction Co., Inc., and recommended by HMT Engineering, to remove an approximate 10'x16' section of existing concrete patio, including disposal, topsoil, grading and seed. This will increase the amount of their contract from \$88,000.00 to \$89,016.00, for the Health Center activities expansion.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the change order for the Health Center activities expansion.

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 of the ratification of a right-of-way agreement for the Airport with West Penn Power Co., for Parcel I.D. 590-012-00-00-0015-00 located in South Franklin Township.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the ratification of a right-of-way agreement for the Airport with West Penn Power Co.

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 Evan Midler to the Farmland Preservation Board for a two-year term.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the appointment of Evan Midler.

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 the renewal of the agreement with Richard Carl Black as the county's GIS contractor. The agreement will not exceed \$5,000.00 and is effective August 1, 2012.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, to approve the renewal agreement with Richard Carl Black.

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 Act 165 Hazardous Material Response Fund Grant Agreement for the period July 1, 2012 to June 30, 2013. The grant is supported by the funds that are collected annually with SARA Title II chemical reporting/planning fees. No County funds are required.

Moved by Mrs. Irely Vaughan, seconded by Mr. Shober, approving Act 165 Hazardous material Response Fund Grant Agreement.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of travel for Jamie Brown to attend the Basic Court Technologist Course in Williamsburg, Va., from October 14 through 17, 2012. Costs are estimated to be \$725 and will be charged to the Court Automation Operating Budget

Moved by Mrs. Irely Vaughan, seconded by Mr. Shober, approving the travel for Jamie Brown to attend the Basic Court Technologist Course.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval to ratify travel for Michael Zaler, GIS Manager in the Public Safety Department, from September 24 to October 5, 2012, to Madison, Ala., to attend the ICAD System Administration Boot Camp. Travel costs are estimated to be approximately \$3,000.

Moved by Mrs. Irely Vaughan, seconded by Mr. Shober, approving the ratification of travel for Michael Zaler to attend the ICAD System Administration Boot Camp.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a supplemental reimbursement agreement with PADOT revising final design and construction costs to Act 26 funding for a total estimated project cost of \$1,372,000.00 Preliminary design, utilities and right-of-way will be paid 80% state, 20% county liquid fuels.

Moved by Mrs. Irely Vaughan, seconded by Mr. Shober, approving a supplemental reimbursement agreement with PADOT.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of a waiver of rights for PADOT to acquire a right-of-way for the new intersection of Route 519 in North Strabane Township for necessary road improvements. Removal of a directional sign located on the parcel is also requested.

Moved by Mrs. Irely Vaughan, seconded by Mr. Shober, approving a waiver of rights for PADOT to acquire a right-of-way for the new intersection of Route 519 in North Strabane Township for necessary road improvements

Roll call vote taken:

Mr. Shober - Yes; Mrs. Irely 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 addendum to the current Non-Workers Compensation Agreement with The Washington Hospital Occupational Medicine Center effective January 1, 2012 through December 31, 2012. The addendum contains additional items associated with Hepatitis testing: Anti-HB tests and shots - \$47.00 and Venipuncture - \$10.00.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the addendum to the current Non-Workers Compensation Agreement with The Washington Hospital Occupational Medicine Center effective January 1, 2012 through December 31, 2012.

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 2012-2013 provider service agreements for Child Care Information Services the list of previously approved providers. The agreements will automatically renew until either party notifies the other party in writing of their intent not to renew under the current terms.

Deanna Hindman, Washington, Pa.

Susan Severna, McDonald, Pa.

Tiona Wilkerson, Belle Vernon, Pa.

Charissa Jaquay, Charleroi, Pa.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the provider service agreements as per above.

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 ratify the submission of a Subsidized Child Care Program Services Application through the Pennsylvania Department of Public Welfare for the period July 1, 2012 through June 30, 2013. The funds are provided by the Pennsylvania Department of Public Welfare. No county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the ratification of the submission of a Subsidized Child Care program Services Application.

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 addendums for Children and Youth Services for the period of July 1, 2011 through June 30, 2012 - Community Specialist Corporation, d/b/a The Academy from \$225,000 to \$280,000 and for the period July 1, 2012 through June 30, 2013 - Alternative Living Solutions adding attachments, finalized rates, etc. The contract authorization remains unchanged.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the purchase of service agreement addendums with Community Specialist Corporation, d/b/a The Academy and Alternative Living Solutions.

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 following purchase of service agreements for Children and Youth Services for the period July 1, 2012 through June 30, 2013, in the total amount of \$572,559.00. No additional county funds are required.

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<u>Provider</u>	<u>Amount</u>
Try-Again Homes, Inc.	\$261,559
Ward Home, Inc.	151,000
The Donegal Centre	50,000
Catholic Charities of the Diocese of Pittsburgh, Inc.	50,000
Michael Crabtree, Ph.D., Licensed Psychologist	25,000
Step by Step, Inc.	10,000
Wesley Spectrum Services	<u>25,000</u>
TOTAL	\$572,559

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the provider service agreements as per above.

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 ratify for Children and Youth Services to submit the Human Services Development Fund Block Grant Pilot Program application for the period of July 1, 2012 through June 30, 2013. The funds are provided by the Pennsylvania Department of Public Welfare. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the ratification of the submission of the Human Services Development Fund Block Grant Pilot Program application.

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 for a provider agreement for Southwestern Pennsylvania Area Agency on Aging, Inc., for the Aging Waiver Home Delivered Meal Program. The services provided shall be paid at a rate of \$2.60 per unit and is effective July 1, 2012 through June 30, 2013. No additional county funds are required.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the Aging Waiver Home Delivered Meal Program for Southwestern Pennsylvania Area Agency on Aging, Inc.

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 ratify advertising of sealed bids for the repair of the airport perimeter fencing phase II for the Washington County Airport, with an estimated cost of approximately \$255,000, which includes construction and engineering. The funding for this project is from an existing Bureau of Aviation Capital Budget Grant and a Local Share Account match.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the ratification of advertising for sealed bids for repair of the Washington County Airport perimeter fencing phase II.

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 software license agreement with Dominion Voting, Denver, Colo., for the TSX voting system at an annual cost of \$26,910. There is no increase from the prior year. This expense will be charged to the Election Office Operating Budget.

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Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the software license agreement with Dominion Voting, Denver, Colo., for the TSX voting 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 the Professional Services agreement with Michael Svidron to enable the Courts to complete work on the Divorce/Custody and Community Services Case Management Systems as well as create a Physical Records Management Ordering/Request system for the Records Center. The agreement is effective September 6, 2012 through December 31, 2014, with the option to extend for one additional year including a "not to exceed" amount of \$12,000.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving Professional Services agreement with Michael Svidron to enable the Courts to complete work on the Divorce/Custody and Community Services Case Management Systems as well as create a Physical Records Management Ordering/Request system for the Records Center.

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 for the extension of funding to the agreement with SynergIT. This agreement provides continued level 3 (senior engineering) support of the HP blades, servers and SAN systems located in the 911 Center. The contract amount for the period of January 1, 2012 through December 31, 2012, will increase from \$100,000 to \$150,000 and will be funded from the PEMA Wireless Grant.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the extension of funding to the agreement with SynergIT.

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 purchase of a new SAN (Storage Area Network) for the Courts' data files. This will replace the current storage system at a total cost of \$45,319.76 from CDW-G, Vernon Hills, Ill. This purchase is being made from the PA state contract/CoStars and does not require bidding.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the purchase of a new SAN (Storage Area Network) for the Courts' data files.

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 purchase of one (1) air card for their new HP Elitebook (laptop) to be used in the field by the Sheriff's Office. The cost of this service is \$42.99 per month through Verizon Wireless which will be paid from their operating budget. The air cards will be free with activation.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the purchase of one (1) air card for their new HP Elitebook (laptop) to be used in the field.

Roll call vote taken:

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

Motion carried unanimously.

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JMR LIMITED E00718327LD

Chief Clerk presented to the Board for their consideration and approval of the purchase of two (2) Rugby Smartphones to be utilized by on-call officers in Juvenile Probation and Adult Probation. The total cost is \$67/month from AT&T which includes unlimited data, text and 300 anytime bundle voice minutes. This purchase is being made from the PA State Contract and does not require bidding.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the purchase of two (2) Rugby Smartphones to be utilized by on-call officers in Juvenile Probation and Adult Probation.

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 one-year maintenance agreement for the CAD System from Intergraph. This maintenance agreement will be effective October 1, 2012 through September 30, 2013, at a total amount of \$157,256.76, to keep the system up to date. The total cost of this maintenance will be paid 63.20% from the wireless fund and 36.8% from the 911 fund.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the one-year maintenance agreement for the CAD System from Intergraph.

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 revised "Guidelines for Suppliers to Washington County" adopted by the Commissioners in 1994 and revised in 2003. The booklet has been revised to update purchasing procedures due to changes in the County Code. Approval is also requested to approve the revision of the "Purchasing Policy & Procedures Manual" to incorporate these changes.

Moved by Mrs. Irey Vaughan, seconded by Mr. Shober, approving the revised "Guidelines for Suppliers to Washington County" and the revision of the "Purchasing Policy & Procedures Manual."

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

An executive session was on September 5, 2012, immediately following the Agenda Meeting as an information session related to personnel.

The bi-weekly Salary Board meeting will immediately follow today's meeting.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:47 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

September 18, _____, 2012

ATTEST:

Mary E Helicke
CHIEF CLERK