

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Minute No. 599

Washington County Commissioners

Washington, PA, August 20, 1998

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 Diana L. Irey, and J. Bracken Burns, Sr. Absent being: Commissioner Scott H. Fergus. Also being present: Michelle Miller, Chief Clerk; Solicitor Jim McCune; Assistant Solicitor Jill Devine; Bill McGowen, Director of Administration; Linda Belcher, Secretary; Marcia Barna, Commissioner Fergus' office; Marlene Luketich and Melanie Finney, Planning Commission; Paul Belcastro, Controller; Sheriff Larry Maggi; Tom Bryker, Sheriff's Department; Mary Lynn Spilak, Director of Aging Services; Mayor John Lignelli, Donora; Rector Jonathan Millard, Trinity Episcopal Church; Joe Abate, George Eckert and Greg Lonick, members of the Washington County Veterans Council; Betsy Dane, Crime Victim Witness Program; Michelle Robinson, Washington Women's Shelter; Jim Jefferson, WJPA; Chris Haines, Herald-Standard; Joe Smydo, Observer-Reporter; Kathy Thomas, Valley Independent; and Tom Krukowsky, CUTV.

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

Jonathan Millard led the meeting in prayer.

Joe Abate of the Washington County Veterans Council said the Pledge of Allegiance.

Commissioner Irey entertained a motion to approve Minute No. 598 dated August 6, 1998.

Moved by Mr. Burns, seconded by Mrs. Irey, that Minute No. 598 be approved as presented.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

The Commissioners presented a Certificate of Congratulations to John "Chummy" Lignelli, Mayor of Donora for being named the "Mayor of the Year".

Mr. Lignelli accepted the Certificate and made comments regarding this award.

OLD BUSINESS

Solicitor McCune recommended to the Board that the bid for Printed Envelopes and Stationery be tabled for further review.

Moved by Mr. Burns, seconded by Mrs. Irey, that the foregoing bid be tabled.

Roll call vote taken:

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

Motion carried unanimously.

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Solicitor McCune recommended to the Board that the bid for Lumber be extended with Donora Lumber and West Elizabeth Lumber Company through February 28, 1999. It was noted that this extension is in accordance with the current bid contract and has been agreed to by all parties.

Moved by Mr. Burns, seconded by Mrs. Irely, that the bid for Lumber be extended as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor McCune recommended to the Board a Change Order to the contract with Ramp Construction Company for the Canonsburg Senior Citizens Center Roof. This Change Order is for new flashing details, valley construction and approximately 12 square feet of deck repair.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the Change Order with Ramp Construction Company as per above.

Roll call vote taken:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval an Agreement with Com-Tec, Inc. for the purpose of providing maintenance to the security system in the Correctional Facility. This Agreement would be effective from August 29, 1998 through August 28, 1999 with automatic renewals unless noted. The total amount of this Agreement is \$5,720 for the first year with a 3% increase for each renewal year.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the Agreement with Com-Tec, Inc. as per above.

Roll call taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of the Adult Probation Block Grant Application to the Commonwealth of Pennsylvania, Board of Probation and Parole. This Grant of \$115,000 would require no County match and would be used to cover Probation Officers salaries.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the submission of the Adult Probation Block Grant Application to the Commonwealth of Pennsylvania, Board of Probation and Parole as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of a Grant Application for the DCNR - Keystone Grant Program - Park Rehabilitation and Development Grant for the Parks and Recreation Department. This Grant will be utilized to address the erosion/boat ramp problem at Ten Mile Creek. The estimated project cost is \$45,000-\$50,000 of which the funding ratio is 50% State and 50% County.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the submission of a Grant Application for the DCNR - Keystone Grant Program - Park Rehabilitation and Development Grant as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following travel requests.

- | | | |
|---------------------|----|--|
| (R)
Reimbursable | 1. | Stan Rockovich and Steve Tkach of Adult Probation to attend PCCD/CCAP County Integration Project Meeting in Harrisburg, Pa., on August 25-26, 1998. |
| (R)
Reimbursable | 2. | David Scrip, Dan Clements and John Moschetta of Juvenile Probation to attend an Assessment and Treatment Planning Seminar at State College, Pa., on August 31 - September 2, 1998. |
| (R)
Reimbursable | 3. | John Penderville of Juvenile Probation to attend the Chief Probation Meeting at State College, Pa., on September 18, 1998. |
| (R) | 4. | Ed Petricca of Weights and Measures to attend a PAWM Technical Training seminar in Grantsville, Pa., on September 22-24, 1998. |
| (R)
Reimbursable | 5. | Bonny Levine, Teresa Crawford and Ed Rutledge of the Health Center to attend the PACAH Conference in Wilkes-Barre, Pa., on October 5-9, 1998. |

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing travel requests and authorizing the payment of all necessary expenses related thereto.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following travel requests to be ratified.

- | | | |
|-----|----|---|
| (R) | 1. | Shellie Dubbs and Denise Booker of Adult Probation to attend a Profiling the Adult Arsonist meeting in Allison Park, Pa., on August 11-12, 1998. |
| (R) | 2. | Karen Barbaro of Purchasing to attend an Info Span Training seminar in Pittsburgh, Pa., on August 17-18, 1998. |
| (R) | 3. | Dennis Walters, John Pankopf and Rene Crow of Adult Probation to attend an Adult Probation Software Training seminar in Altoona, Pa., on August 20, 1998. |
| (O) | 4. | Mary Bruno of Human Resources to attend a Pentamation Government Systems National Client Conference in Skytop, Pa., on September 13-16, 1998. |

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- (O) Reimbursable 5. Rick Wynn of Human Services to attend a Human Services Development Fund Meeting at State College, Pa., on August 20, 1998.
- (O) Reimbursable 6. Wanda O'Korn of CYs to attend a Fiscal Officer Training seminar in Carlisle, Pa., on August 11-12, 1998.
- (O) Reimbursable 7. Colleen Martos of Highway Safety to attend a Pa. Traffic Injury Prevention Program meeting in St. Mary's, Pa., on August 12, 1998.
- (O) 8. Gerri Shire, Steve Tkach and Doug Lighter of the Courts and Info Tech to attend a PSI Users Conference in Phoenix, AZ on September 9-11, 1998.

Moved by Mrs. Irej, seconded by Mr. Burns, ratifying the foregoing travel requests.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the appointment of Joe Frye to the Redevelopment Authority for the term of July 31, 1998 to July 30, 2003.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the appointment of Joe Frye as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the appointment of James Fal to the Planning Commission to fill the unexpired term of William Finley which runs until December 31, 2000.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the appointment of James Fal as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the appointment of Dr. Heidi Neville to serve as a member of the Children and Youth Services Advisory Board.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the foregoing appointment of Dr. Heidi Neville.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of a \$5,000 Grant to PennDot that would cover costs of promoting child passenger safety and safety belt awareness. No County match is required. The Grant period is October 1, 1998 through September 30, 1999.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the submission of the foregoing grant to PennDot.

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Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the purchase of software, training, maintenance and support in the amount of \$5,890 for the Washington County Health Center from Resource Systems, of New Concord, Ohio. This software package is necessary for the preparation of consolidated billing procedure that will commence in January, 1999.

Approval was also requested to purchase seven (7) hardware data wands at a total cost of \$3,976.85 for the purpose of tracking inventory.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the purchase of hardware inventory control and professional services as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Provider Agreements for Homeless Prevention, emergency/family shelter, transitional housing, bridge housing and case management services with the following list of providers.

Connect, Inc.	\$ 6,000	Safe Haven (Bridge Housing)
	25,000	Bridge Housing Program
	30,000	Family Shelter
	4,000	Emergency Shelter (Motel)
Women's Shelter	6,000	Emergency Shelter
Community Action Southwest	34,000	Case Management
SWPA American Red Cross	95,000	Homeless Prevention Services

It was noted that funding for the above services is from the Pennsylvania Department of Public Welfare Homeless Assistance Program.

Connect, Inc.	\$40,000	Transitional Housing Program
	80,000	Emergency Shelter Services
Women's Shelter	27,600	Emergency Shelter Service
SWPA American Red Cross	20,000	Homeless Prevention Services

It was noted that funding for the above services is from the U. S. Department of Housing and Urban Development.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the foregoing list of Provider Agreements.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval Day Care Provider Agreements with the following individuals.

Diane Hetrick, Greensboro
 Jacqueline Copeland, Charleroi
 Susanne Donaldson, Washington
 Donna Lynn, Langeloth

Laura Brownlee, Avella
 Lynn Houseman, Washington
 Shari McDonald, Hickory

Moved by Mr. Burns, seconded by Mrs. Irey, approving the Day Care Provider Agreements as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following Behavioral Health Services six month agreements:

Washington County Human Services	\$91,000
Psychiatric Care Systems	\$51,450
Robert C. Brady, Esq. (Mental Health Review Officer)	\$ 9,000

Moved by Mr. Burns, seconded by Mrs. Irey, approving the Behavioral Health Provider Agreements as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the adoption of Resolution No. 98 which states that the Washington-Greene Behavioral Health Services Program requests authorization to participate in purchase contracts of the Department of General Services with the Commonwealth of Pennsylvania.

Moved by Mr. Burns, seconded by Mrs. Irey, adopting Resolution No. 98 as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Revisions of the Mental Retardation Report of Income and Expenditures for FY 1996/97 and submit said report to the Department of Public Welfare, Bureau of Financial Operations.

Moved by Mr. Burns, seconded by Mrs. Irey, approving the Mental Retardation Report of Income and Expenditures as per above.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval authorization to enter into short-term agreements from September 1, 1998 to December 31, 1998 to lease four (4) vehicles for Children and Youth Services caseworker use.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the CYS short-term agreements for vehicle leasing as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of the third year of the STOP Grant to the PCCD in the amount of \$150,000, which requires a \$25,000 County match. It will later be determined which entities receive specific amounts of the grant.

Moved by Mr. Burns, seconded by Mrs. Irej, approving the STOP Grant as per above.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

Chief Clerk made the following announcements.

The Washington County Department of Human Services is sponsoring free Attendant Care Training classes September 21-18, 1998 from 9:00 a.m. to 3:30 p.m. at the Washington County Health Center.

The Washington County Employee Blood Drive will be held on Wednesday, September 9, 1998 from 9:00 a.m. to 2:45 p.m. in the public meeting rooms of the Courthouse Square Building.

The ground breaking for the Washington County Health Center will be held on August 26, 1998 at 10:00 a.m. for the Alzheimer's Unit.

SOLICITOR

Solicitor McCune presented to the Board for their consideration and approval the following tax refunds.

Moved by Mr. Burns, seconded by Mrs. Irej, that the Tax Assessment Office be authorized to prepare the following tax refunds because of duplication or overpayment of real estate or personal property tax.

1. Waterdam Plaza Assoc. II LP Phase II (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-010-02-02-0013-00
Total amount: \$3,333.69
2. Mary K. Miller (1997 County Tax)
12 M & M Lane
Burgettstown, PA 15021
District: Hanover Township
Parcel No. 340-034-00-00-0028-06
Total amount: \$24.40

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3. Waterdam Plaza Assn. IV LP (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-101-02-02-0015-01
Total amount: \$2,289.16
4. Waterdam Plaza Assoc. II LP (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-010-02-02-0012-00
Total amount: \$641.27
5. Waterdam Plaza Assoc. II LP (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-010-02-02-0013-00A
Total amount: \$630.27
6. Joseph A. Jr. & Shirley H. Hardy (1997 County Tax)
600 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-011-06-01-0014-00
Total amount: \$291.55
7. Waterdam Plaza Assoc. III LP (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-010-02-02-0015-03
Total amount: \$363.03
8. Waterdam Plaza Assoc. V L P (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-010-00-00-0002-02
Total amount: \$308.72
9. Waterdam Plaza Assoc. I LP (1997 County Tax)
6000 Waterdam Plaza Drive, Suite 240
McMurray, PA 15317
District: Peters Township
Parcel No. 540-010-02-02-0015-02
Total amount: \$1,500.63
10. Gloria Ruffalo (1998 County Tax)
49 Leet Street
Washington, PA 15301
District: Donegal Township
Parcel No. 230-001-09-99-0051-01T
Total amount: \$39.36
11. Valarie M. & Charles Caprini (1998 County Tax)
1605 Morey Road, Box 235B
Fredericktown, PA 15333
District: Centerville 4th Ward
Parcel No. 154-005-00-03-0063-01
Total amount: \$5.88

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12. Ronald L. Blatt (1998 County Tax)
411 Duquesne Avenue
Canonsburg, PA 15317
District: Peters Township
Parcel No. 540-006-00-00-0012-00
Total amount: \$1,209.78
S.S. No. 182-46-0767
13. Lillian Gertrude Andrews (1998 County Tax)
112 Brook Avenue
Washington, PA 15301
District: Canton Township
Parcel No. 120-010-09-99-0112-00T
Total amount: \$36.91
14. W. S. Shriver Estate (1998 County Tax)
R.D. #2
Prosperity, PA 15329
District: Morris Township
Parcel No. 450-006-00-00-0009-00
Total amount: \$36.91
S. S. No. 163-26-2823
15. Jason & Suezette Dickey (1998 County Tax)
408 Richland Avenue
Canonsburg, PA 15317
District: Canonsburg 3rd Ward
Parcel No. 110-015-00-00-0012-00
S. S. No. 205-64-7708
16. Conrhein Coal Company (1998 County Tax)
1800 Washington Road
Pittsburgh, PA 15241
District: East Finley Township
Parcel No. 270-024-00-00-0007-00
Total amount: \$80.59
17. Southwestern PA Industries, Inc. (1998 County Tax)
300 McElree Road
Washington, PA 15301
District: Amwell Township
Parcel No. 020-001-00-00-0011-03
Total amount: \$22.29
Tax I.D. No. 25-1614134
18. Barbara & David Cohn (1998 County Tax)
1246 Maralda Avenue
Donora, PA 15033
District: Donora Borough
Parcel No. 240-008-00-03-0014-00
Total amount: \$46.34
S. S. No. 094-14-3306A
19. Pinnacle Real Estate Tax Service (1997 County Tax)
620 W. Germantown Pike
Plymouth Meeting, PA 19462
District: Donora Borough
Parcel No. 240-016-00-05-0019-00
Total amount: \$58.72

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Roll call vote taken:

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

Motion carried unanimously.

Solicitor McCune presented to the Board for their consideration and approval a Travel Policy as follows:

1. County employees will be permitted to travel, without specific authorization approval by the Commissioners under the following circumstances:
 - a. The travel must be within 300 miles of the Washington County Courthouse or within the Commonwealth of Pennsylvania.
 - b. The expenditure must have already been budgeted for the relevant department.
 - c. The department must be operating within its budget generally.
 - d. The department head must give approval prior to traveling.
2. Elected officials, elected officials shall have the discretion to spend any budgeted travel allotment according to the elected official's discretion provided that the elected officials' department is currently operating within its budget.

Moved by Mr. Burns, seconded by Mrs. Irely, adopting the foregoing Travel Policy for County employees.

Roll call vote taken:

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

Motion carried unanimously.

OPENING OF BIDS

Controller Belcastro opened and read the following bids:

HIGHWAY PaDOT SIGNS

1. Walsh Equipment, Inc.
796 Unionville Road
Prospect, PA 16052

Total amount of bid: \$31,980.75

A Bid Bond in the amount of \$3,200.00 accompanied the bid.

2. Vulcan Signs
P.O. Box 1850
Foley, AL 36536-1850

Total amount of bid: \$24,223.20

A Bid Bond in the amount of \$2,500.00 accompanied the bid.

3. Shannon-Baum Signs, Inc.
105 Competitive Goals Drive
Eldersburg, MD 21784

Total amount of bid: \$65,692.50

A Cashier's Check in the amount of \$6,569.25 accompanied the bid.

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Moved by Mr. Burns, seconded by Mrs. Ireby, to table the foregoing bids for further review.

Roll call vote taken:

Mr. Burns - Yes; Mrs. Ireby - Yes.

Motion carried unanimously.

There being no further business, Chairman Ireby declared the meeting adjourned at approximately 10:35 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

August 27, 1998

ATTEST: Michelle R Miller
CHIEF CLERK