

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Minute No. 600

Washington County Commissioners

Washington, PA, September 3, 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, J. Bracken Burns, Sr. and Scott H. Fergus. Also being present: Michelle Miller, Chief Clerk; Solicitor Jim McCune; Assistant Solicitor Jill Devine; Linda Belcher, Secretary; Marcia Barna, Commissioner Fergus' office; Marlene Luketich and Karen Franks, Planning Commission; Paul Belcastro, Controller; Deputy Sheriff Jim Delsandro; Mary Lynn Spilak, Director of Aging Services; Angie Alampi, Janice Springer, Rose Starinsky, Darlene Yaworski, Aging Services; Sandra Brown, Sheriff's Office; Paul Petro, Becky Bednarski, and John Abraham, District Attorney's Office; John Lloyd, Public Safety; Warden Joseph Pelzer; John Temas, Deputy Warden; William Thomas, Robert Valentine, Mark Schmid, and Edward Strawn, Correctional Officers; Bonny Levine, Administrator of the Health Center; Susan Keeling, Carol Hissom, Emil Sasselli, Kathryn Penn, Kenneth Leonard, Beverly Seich, Priscilla Hodgens, employees of the Health Center; Gina Manfredi, Children and Youth; Jeanne Barlow, Elections Office; Lorna Amorose, Angeline Veltri, Debra Medina, Martha Logan, Philomena Jacobetz, Gary Riley, Kenneth Barna, Tax Assessment; Patricia Ondash and Nancy Bielawski, Purchasing Office; Joyce Dano and Denise Skoczylas, Planning Commission; Thomas Roman and Mike Black, Maintenance Department; Mark Hadrych, Bridge Department; Edward Sukal, Airport; Janice Springer and Rose Starinsky, Aging Department; Kathleen Flynn Reda and Mary Jo Poknis, Register of Wills Office; Kathleen Stone, Register of Wills; Phylis Ranko Matheny, Prothonotary; Janet Carey, Prothonotary Office; Barbara Gibbs, Clerk of Courts Office; Nellie Stranko and Marlene Dranzo, Clerk of Courts; Pastor Tom Ravasio, Mon Valley Community Church of God; George Eckert, member of Forty and Eight, S.W. District Cheminot and Chef DeGare of Voiture 676 and member of the Washington County Veterans Council; Attorney Bill Allison, Community Projects Committee of the Washington Bar Association; Kathy Sabol, member of the Washington Bar Association; Jim Jefferson, WJPA; 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.

Pastor Ravasio led the meeting in prayer.

George Eckert said the Pledge of Allegiance.

Commissioner Irey entertained a motion to approve Minute No. 599 dated August 20, 1998.

Moved by Mr. Burns, seconded by Mrs. Irey, that Minute No. 599 be approved as presented.

Roll call vote taken:

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

Motion carried unanimously.

Chairman Irey stated that this would be her last meeting as Chairman of the Board of Commissioners and noted that it has been an honor to conduct the meetings and represent the County as Chairman. She said that Commissioner Burns will do a wonderful job as he takes over the reigns as Chairman of the Board of Commissioners on September 4, 1998.

Commissioner Fergus stated he would like to take this opportunity to commend the outgoing Chairman for a job that she has done professionally and efficiently and looks forward to Commissioner Burns providing the same type of leadership as Commissioner Irey.

Commissioner Burns noted that he is happy to salute Commissioner Irey for a job well done and looks forward to the Chairmanship.

SPECIAL ORDER OF BUSINESS

Attorney Bill Allison and Kathy Sabol of the Washington County Bar Association a Blood Drive Challenge to the Board of Commissioners. It was determined that the winner of the challenge will receive a trophy to display at their workplace. The Commissioners accepted the Blood Drive Challenge with the Washington Bar Association.

The Commissioners presented 1997 Perfect Attendance Certificates to employees of administrative and Row Offices.

RECESS FOR PHOTOS

OLD BUSINESS

Solicitor McCune recommended to the Board that the bid for Printed Envelopes and Stationery be awarded to Masters Ink, Canonsburg, PA for the amount set forth in their bid.

Moved by Mr. Burns, seconded by Mr. Fergus, that the foregoing bid be awarded to Masters Ink.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor McCune recommended to the Board that the bid for Highway PaDot Signs be tabled for further review.

Moved by Mr. Burns, seconded by Mr. Fergus, that the bid for Highway Signs be tabled.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor McCune recommended to the Board that the bid for Produce be extended with Monteverde's of Pittsburgh, Pa.

Moved by Mr. Burns, seconded by Mr. Fergus, to extend the bid for Produce as per above.

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Roll call vote taken:

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

Motion carried unanimously.

CORRESPONDENCE

Chief Clerk announced the Redevelopment contract award to D.T. Construction, Inc., of Dunbar, Pa., for the Ridgewood Drive and Bailey Road Waterline Improvement Project in the Borough of Donora.

NEW BUSINESS

Chief Clerk requested authorization to advertise for bids for the rental of four compact cars and the purchase or lease of two compact cars and two mini vans or stations wagons for the Children and Youth Department.

Moved by Mr. Burns, seconded by Mr. Fergus, authorizing the Chief Clerk to advertise for bids as per above.

Roll call taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the renewal of the annual hardware maintenance, license and software support for the Ballot Tabulations and Voter Registration systems to Elections Systems and Software at the following costs:

PC Ballot Tabulation	Cost \$7,382	period of 11/1/98 thru 10/31/99
Voter Registration	Cost \$7,758	period of 9/24/98 thru 9/25/99

Moved by Mr. Burns, seconded by Mr. Fergus, approving the Hardware/Software Maintenance Agreement with Elections Systems and Software as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the to the Board for their consideration and approval the extension of the Temporary Office Space Lease Agreement with Aaron and Joyce Stimmell. This extension would be on a week to week basis at the rate of \$564.43/week until renovations are complete in the District Attorney's Office.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the extension of the temporary office space lease as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the payment and additional insurance as follows:

1. Builder's risk coverage for the new wing at the Washington County Health Center at a cost of \$280.00 per year for \$2,716,588 coverage.

2. Hired car physical damage coverage for vehicles rented or leased for FITS and Children and Youth at a cost of \$300/year for \$50,000 coverage.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the foregoing insurance additions.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a Modification to the Collections Grant for the Clerk of Courts Office. This modification would decrease the amount of the consultant portion from \$19,000 to \$2,400 and increase supplies from \$40,500 to \$57,000. The net result would allow \$16,600 more to be used for the FACTS 5 purchase.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the Modification to the Collections Grant for the Clerk of Courts Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a Renewal Agreement between the County and the Southwestern Pennsylvania Corporation for the 1998/99 Unified Transportation Work Program. This renewal agreement would reimburse the County \$7,600 for the Planning Commission's participation in the long-range transportation plan update.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the Renewal Agreement between the County and the Southwestern Pennsylvania Corporation as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Change Order No. 1 to the contract with Gary Metzinger Contracting for the Wherry School Bridge replacement project. This Change Order reflects the actual quantities of materials utilized and decreases the final contract costs by \$3,471.82.

Moved by Mr. Burns, seconded by Mr. Fergus, approving Change Order No. 1 to the contract with Gary Metzinger Contracting as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk requested authorization to advertise for bids for the Bailey Covered Bridge Rehabilitation and Historic Restoration Project in Amwell Township.

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Moved by Mr. Burns, seconded by Mr. Fergus, authorizing the Chief Clerk to advertise for bids as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of Addendum No. 3 to the contract with Richard Glance and Associates in the amount of \$1,646.25 for the Bailey Covered Bridge Project. This Addendum covers the additional costs of revisions to the structural design as required by PennDOT and subsequent resubmission of plans of the Pennsylvania Historical and Museum Commission. The project is 100% PennDOT funded.

Moved by Mr. Burns, seconded by Mr. Fergus, approving Addendum No. 3 to the contract with Richard Glance and Associates as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the authorization to begin the process required for the selection of an Engineering Consultant for the 1999 - 2000 Bridge Inspection Program for Washington County. The funding ratio is 80% State and 20% County Liquid Fuels.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the 1999 - 2000 Bridge Inspection Program as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board the following appointments of individuals to the following Boards:

Children and Youth Advisory Board

Jim Brice, Superintendent of Donora Police, eff. September 3, 1998
Rebecca Tomasiak, Foster Parent, eff. September 3, 1998

Washington County Authority

Tom Flickenger, to fill a vacant position, eff. September 3, 1998 - December 31, 2000

Industrial Development Board

Jerry Seamons, to fill unexpired term of Robert Arthurs, September 3, 1998 - December 31, 1998

Redevelopment Authority

Ann Dugan, to fill unexpired term of Robert Arthurs, eff. September 3, 21998 - July 30, 2000

Moved by Mr. Fergus, seconded by Mr. Burns, approving the foregoing appointments of individuals to the respective Boards.

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Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the establishment of a Petty Cash Fund for the Clerk of Courts Office in the amount of \$25.00 which will be used to make change when accepting payments for fines.

Moved by Mr. Burns, seconded by Mr. Fergus, to establish a Petty Cash Fund for the Clerk of Courts Office as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Provider Agreements for Fiscal Year 1998/99 with Connect, Inc. in the amount of \$18,300 and the Southwestern Pennsylvania American Red Cross in the amount of \$104,439. The purpose of these programs is to provide mental health and dual diagnosed consumers of Washington and Greene Counties with housing and supportive services.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the Provider Agreements with Connect, Inc. and Southwestern Pennsylvania American Red Cross as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an Agreement with the Pennsylvania Department of Agriculture for the Temporary Emergency Food Program for the period of October 1, 1998 through December 31, 2003. Also, approval is requested by Resolution of an Agreement with the Greater Washington Food Bank as the County's lead agency to administer all funds for this same period.

Moved by Mr. Fergus, seconded by Mr. Burns, approving the Agreement with the Department of Agriculture and Greater Washington Food Bank as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Addendums to following list of previously submitted Children and Youth FY 1997/98 Provider Contracts.

<u>Provider</u>	<u>New Auth. Amt.</u>
Abraxas	\$290,000
AGAPE	392,000
Auberle	58,000
CATY (Placement)	102,000
CATY (In-Home)	335,000
Emergency Youth Shelter	153,000

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<u>Provider</u>	<u>New Auth. Amt.</u>
Family Care for Children	800,000
Families United	178,000
Gannondale	75,000
Glen Mills	157,000
Harborcreek	275,000
Lutheran	123,000
Mars Home	158,000
Professional Family	773,000

Moved by Mr. Burns, seconded by Mr. Fergus, approving the Addendums to the Provider Contracts for Children and Youth Services for FY 1997/98 as per above.

Roll call vote taken:

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

Motion carried unanimously.

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

Lisa Wood, Washington Shelley Rozner, Washington
Lorrie Seighman, Monongahela

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the endorsement of the Fiscal Year 1999/2000 County Mental Health Plan.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the endorsement of the Fiscal Year 1999/2000 County Mental Health Plan.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the endorsement of Stage I of the Fiscal Year 1999/2000 County Mental Retardation Plan.

Moved by Mr. Fergus, seconded by Mr. Burns, to approve the endorsement of Stage I of the Fiscal Year 1999/2000 County Mental Retardation Plan.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the addition of a Provider Agreement with Gate House for Men in the amount of \$50,000 for the Drug and Alcohol Program.

Moved by Mr. Burns, seconded by Mr. Fergus, approving the Provider Agreement with Gate House for Men as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an Audit Agreement with John Milinovich for the Mental Health/Mental Retardation Department in the amount of \$7,500.00.

Moved by Mr. Burns, seconded by Mrs. Irely, approving the Audit Agreement with John Milinovich.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Fiscal Year 1997/98 Provider Agreements with the following contractors.

Auberle Foundation	Amount \$300.00
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Southwood Psychiatric Hospital	Amount \$4,100.00
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Moved by Mr. Burns, seconded by Mr. Fergus, approving the Fiscal Year 1997/98 Provider Agreements as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk requested the Board consider a motion be made to name the Vice Chairman of the Board of Commissioners, effective September 4, 1998 through December 31, 1999.

Moved by Mr. Fergus, seconded by Mr. Burns, appointing Mrs. Irely as Vice Chairman of the Board of Commissioners as per above.

Roll call vote taken:

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

Motion carried unanimously.

ANNOUNCEMENTS

Chief Clerk made the following announcement:

The Washington County Offices will be closed on Monday, September 7th in observance of the Labor Day holiday.

SOLICITOR

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

Moved by Mr. Burns, seconded by Mrs. Irely, 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.

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1. Kevin M. & Lori A. Barnhart (1998 County Tax)
236 Barnard Road
Fredericktown, PA 15333
District: Deemston Borough
Parcel No. 220-002-00-00-0020-00
Total amount: \$78.75
S.S. No. 167-56-1719
2. Pennweir Construction Company (1998 County Tax)
401 Penna Avenue
Burgettstown, PA 15021
District: Jefferson Township
Parcel No. 380-008-00-00-0004-00
Total amount: \$164.50
Tax I.D. #55-0490247
3. Donald R. Kautz (1998 County Tax)
176 Adamson Road
Marianna, PA 15345
District: West Bethlehem Township
Parcel No. 660-011-00-00-0002-00
Total amount: \$169.47
S.S. No. 206-32-6517
4. Cynthia Rossi (1998 County Tax)
99 Zedikar Station Road
Washington, PA 15301
District: South Strabane Township
Parcel No. 600-007-00-00-0008-00
Total amount: \$558.20
S. S. No. 190-46-4901
5. Elmer Stewart & Bessie K. Leech (1998 County Tax)
%Slovenian S&L Assn.
107 Latimer Avenue
Strabane, PA 15363
District: South Franklin Township
Parcel No. 590-007-00-00-0003-06
Total amount: \$10.17
6. George D. & Kelly M. Durcic (1998 County Tax)
1617 Morey Road
Fredericktown, PA 15333
District: Deemston Borough
Parcel No. 220-007-00-00-0053-01
Total amount: \$8.47
7. Larry E. & Lois A. Matus (1998 County Tax)
125 Sumney Road
Bentleyville, PA 15314
District: Fallowfield Township
Parcel No. 320-005-00-00-0025-00
Total amount: \$10.29
S. S. No. 182-32-6590
8. Forrest J. & Carol A. Broderick (1998 County Tax)
6 Mills Spring Lane
Washington, PA 15301
District: Washington 8th Ward
Parcel No. 780-009-00-02-0025-00
Total amount: \$95.80
S. S. No. 079-44-2834

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9. James M. & Chrissa Johnston (1998 County Tax)
 107 Latimer Avenue
 Strabane, PA 15363
 District: Chartiers Township
 Parcel No. 170-015-03-00-0018-00
 Total amount: \$142.27
 S.S. No. 197-56-5497
10. Southside Lake Corporation (1998 County Tax)
 1647 Memorial Drive
 Pittsburgh, PA 15216
 District: North Strabane Township
 Parcel No. 520-001-16-00-0031-00
 Total amount: \$33.68

Roll call vote taken:

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

Motion carried unanimously.

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

Roll call vote taken:

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

Motion carried unanimously.

OPENING OF BIDS

Controller Belcastro opened and read the following bids:

MEAT

1. Alliant Food Service
 2500 Lovi Road
 Freedom, PA 15042
- Total amount of bid: \$15,468.11
- A Bid Bond in the amount of 10% accompanied the bid.
2. Sysco Food Services of Pittsburg, Inc.
 One Whitney Drive
 Harmony, PA 16037

Total amount of bid: \$12,762.62

A Bid Bond in the amount of 10% accompanied the bid.

3. Green Valley Packing
 2992 Green Valley Road
 Claysville, PA 15323

Total amount of bid: \$20,0817.08

A Bid Bond in the amount of 10% accompanied the bid.

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

Roll call vote taken:

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

Motion carried unanimously.

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There being no further business, Chairman Irey declared the meeting adjourned at approximately 10:55 p.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

September 15, 1998

ATTEST: Michelle R Miller
CHIEF CLERK