

# MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 954

Washington County Commissioners

Washington, Pennsylvania, September 5, 2013

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 Vaughan and, Harlan G. Shober, Jr. Also being present: Pastor Joshua Brown of Bethel Presbyterian Church, Washington, Pa., American Legion Post 391 representative Fred Cecchine, American Legion Post 22 representative Frank Paterra, Director of Veterans Affairs Barry Grimm, Solicitor Mary Lyn Drewitz, Director of Administration Scott Fergus, Chief Clerk Mary Helicke, Administrative Assistant Joyce Thornburg, Finance Director Roger Metcalfe, Finance Specialist Irene Farabee, PNC Capital Markets representative Nick Falgione, Commissioner Administrative Assistants Joy Orndoff, Sue Orrick and Marie Trossman, Commissioners' Office representative Randi Marodi, Planning Department representative Melanie Thomas-Finney, Human Resources Director Chuck Nicholls, Penn State Cooperative Extension representative Joseph Conklin, Canon-McMillan High School varsity softball coach Michele Moeller and members of the team, WJPA representative Jim Jefferson, Observer-Reporter Publishing Co. representative Barbara Miller and concerned citizen Frank Byrd.

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

Pastor Joshua Brown led the meeting with a prayer.

Mr. Cecchine led the Pledge of Allegiance and accompanying him was American Legion Post 22 representative Frank Paterra.

Mr. Maggi entertained a motion to approve Minute No. 953 dated August 15, 2013.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving Minute No. 953, as written.

Roll call vote taken:

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

Motion carried unanimously.

## SPECIAL ORDER OF BUSINESS

Mr. Maggi introduced PNC Capital Markets' representative Nick Falgione. He announced he sold the general obligations bonds Series 2013, which refunded the 2003 Series and 2003 Series A. The county has a Moody's rating of Aa2, one of the highest ratings in Pennsylvania. The savings is just under \$800,000.00 over the next three year; \$117,000.00 this year and approximately \$320,000.00 over the next two years. The savings is approximately 9.5%, about three times what is normally saved on a refunding.

Jay Wenger of Susquehanna Group Advisors, stated it's been a difficult market over the last several weeks and the municipal market. The county's Aa2 rating is a very strong compliment to the county and is very effective in the market place. Buyers look for higher credit quality and the double-A rating elevated our status in the marketplace. The underwriting team for PNC did an outstanding job in a very difficult market.

Sean Garin of Dinsmore, the county's bond council, presented to the Board the debt ordinance authorizing the incurrence of the debt under the local government unit debt act. This authorizes \$7,980,000.00 in the county's general obligation bond Series of 2013, pledging the taxing power of the county for the repayment of the bonds and accepts the purchase contract of the purchaser which fixes all the rates and repayment terms for the bonds. It also authorizes us to make a filing with the state to have the occurrence of the indebtedness approved with the Department of Community and Economic Development and authorizes all further actions by county officers and commissioners to sign the closing documents needed to bring this to closure set for October 3, 2013.

Mr. Maggi read a certificate for Canon McMillan's 2013 varsity softball team, congratulating them on their WPIAL and PIAA winnings. Head coach, Michele Moeller thanked the Commissioners, assistant coaches and the players for a wonderful season.

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Mr. Shober read a proclamation announcing September 22 through September 28, 2013, as Employ the Older Workers' Week. Accepting the proclamation, Matt Uram, Senior Employment Services with Southwestern Pennsylvania Area Agency on Aging, thanked the Commissioners and commended the older employees as a driving force in this economy because of their expertise, willingness to work and punctuality.

Mr. Uram introduced Pete Stefansky, Director and Office Manager of Washington Business District Authority. The State of Pennsylvania is recognizing them and awarding the WBDA the Pennsylvania Hall of Fame, Champion of Older Workers Outstanding Services award. His office employs five senior employees.

Mr. Uram also introduced a military veteran and an older employee, Joyce Wilkinson, Administrative Assistant of Washington Business District Authority, who is one of the five employees of WBDA. Being 60 years old, she said she always enjoyed office work and is very grateful for the opportunity to continue working. She also thanked the Area Agency on Aging for recognizing a lifetime of experiences the older employee has to offer.

Mr. Maggi introduced District Director of Pennsylvania State Cooperative Extension office, Joseph Conklin, covering Washington, Green and Fayette Counties. He invited the Commissioners and the public to attend the West Alexander Fair.

## (RECESS FOR PHOTOS)

### PUBLIC COMMENTS

Military veteran, Frank Paterra, asked the Commissioners to form a research committee to find a solution to housing of homeless military veterans. Mrs. Irey Vaughan stated this has been addressed by the City Mission, United Way and Behavioral Health Developmental Services. Mr. Paterra stated he would like to see a separate home for the veterans and not a homeless shelter.

## OLD BUSINESS

### BID AWARDS

Solicitor Drewitz recommended the Board, on behalf of the Purchasing Department, ratify the bid award for paving for several paving projects in the Parks (Ten Mile entrance road and parking area, Cross Creek County Park Road, Mingo Observatory Road) to Morgan Excavating, L.P., of Belle Vernon, Pa., who is the lowest most responsive and responsible bidder meeting specifications. The total cost of this project is \$587,407.80 and will be funded through oil and gas lease funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the ratification of the bid award for paving to Morgan Excavating, L.P.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board, on behalf of the Purchasing Department, ratify the bid award for a natural gas generator from Palco Sales Corporation, Norvelt, Pa., who is the lowest most responsive and responsible bidder meeting specifications. The total cost of this purchase is \$204,367.00 and has been approved by the Board of Commissioners for Act 13 Funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the ratification of the bid award for the natural gas generator from Palco Sales Corporation.

Roll call vote taken:

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

Motion carried unanimously.

## BID EXTENSIONS

Solicitor Drewitz recommended the Board approve, on behalf of the Purchasing Department, to extend our current contract with Enviroscience, Stow, Ohio, for the Cross Creek dam-slucice gate replacement. Due to unexpected delays with parts required for the project,

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it is expected we will not be able to finish by September 30, 2013, when the Department of Environmental Protection draw-down permit expires. There will be no additional expense to the County because of this delay. The total bid award amount of \$150,028.22 is being funded by oil and gas funds. The Department of Environmental Protection has been contacted regarding the draw-down permit, through the Fish & Boat Commission, to be resubmitted for the dates July 1, 2013 – September 30, 2014.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the extension of our current contract with Enviroscience, Stow, Ohio, for the Cross Creek dam-sluice gate replacement

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board, on behalf of the Purchasing Department, approve an extension of the contract with McVehil Plumbing, Heating & Supply Co., Inc., Washington Pa. This contract is for plumbing services on a time and material basis. All material is at a 15% discount from list price. This contract extension will be effective November 1, 2013 through October 31, 2014. The total yearly cost of this contract is estimated at approximately \$30,000 for all county facilities. This extension is in accordance with the original bid documents.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the extension of the contract with McVehil Plumbing, Heating & Supply Co., Inc.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor Drewitz recommended the Board, on behalf of the Purchasing Department, authorize the bid extension for heat pumps to Allegheny Engineering Co., McMurray Pa., for the period of September 1, 2013 through September 31, 2014, with the option to extend for an additional (2) one-year periods.

Moved by Mrs. Vaughan, seconded by Mr. Shober, authorizing the bid extension for heat pumps to Allegheny Engineering Co.

Roll call vote taken:

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

Motion carried unanimously.

#### NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Department, the renewal of the 25-year lease with the Department of the Army for 12.17 acres in Ten Mile Creek County Park from August 31, 2013 through August 30, 2038.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the renewal of the 25-year lease with the Department of the Army for 12.17 acres in Ten Mile Creek County Park.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Planning Department, the 2013-2014 Unified Planning Work Program agreement with the Southwestern Pennsylvania Corporation. The total amount of pass-through planning funds is \$17,784 which requires a county match of \$4,446.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the 2013-2014 Unified Planning Work Program agreement with the Southwestern Pennsylvania Corporation.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Human Resources Department, approve the addition of the International Public Management Association to the approved list of county associations.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the addition of the International Public Management Association to the approved list of county associations.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval, on behalf of the Human Resources Department, the renewal of the Highmark Freedom PPO Blue contract for retirees over 65 effective January 1, 2014 through December 31, 2014: Design rate to increase from \$289 to \$310 and out-of-pocket cost to increase from \$500 to \$750.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the renewal of the Highmark Freedom PPO Blue contract for retirees over 65.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Finance Department, to adopt an ordinance that authorizes the occurrence of non-electoral debt through the issuance of General Obligation Bonds - Series of 2013. This is a refunding of the 2003 Series and the 2003 Series A.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the adoption of the ordinance that authorizes the occurrence of non-electoral debt through the issuance of General Obligation Bonds - Series of 2013.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Finance Department, approval of an addendum to the County's Other Post Employment Benefit Trust Fund. This addendum will change the asset allocation mix of the fund.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the addendum to the County's Other Post Employment Benefit Trust Fund. This addendum will change the asset allocation mix of the fund.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Finance Department, approval of the ratification of the addendum to the contract with child custody officer John Richards, increasing the annual limit of the contract from \$25,000 to \$35,000.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the ratification of the addendum to the contract with John Richards.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of Child Care Information Services, approval of the 2013-2014 provider service agreements with the list of previously approved providers. No county funds are required. These contracts will automatically renew until one party notifies the other party, in writing, of their intent not to renew, under the current terms.

Mike Narquini, Avella, Pa.

Sandra Sweeney, Bentleyville, Pa.

Kathy Jennings, Beaver Falls, Pa.

Jessica Dean, Bentleyville, Pa.

Ashley Stone, New Brighton, Pa.

James Moore, Hookstown, Pa.

Christina Erbaugh, Aliquippa, Pa.

Beaver county YMCA, Baden, Pa.

Sandra Caraway, New Eagle, Pa.

Tammy Gray, Washington, Pa.

Kathy Coller, Monaca, Pa.

Kylie Jeter-Petcovic, Conway, Pa.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the above list of provider service agreements.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Health Center, approval of the provider service agreements with Caring Hospice Services of Western Pennsylvania for the provision of hospice and respite services to facility residents effective for one year from the date of signing. These agreements will automatically renew unless terminated by either party with a 60-day written notice. No additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the provider service agreement with Caring Hospice Services of Western Pennsylvania.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Health Center, approval of the provider service agreements with Family Hospice and Palliative Care for the provision of hospice and respite services to facility residents effective for one year from the date of signing. These agreements will automatically renew unless terminated by either party with a 60-day written notice. No additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the provider service agreement with Family Hospice and Palliative Care.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of Behavioral Health and Developmental Services, approval of the provider agreements with Just Life, Inc., \$27,000.00 and Bridgette A. Roman, \$1,980.00, for the total amount of \$28,980, for the period July 1, 2013 through June 30, 2014. No additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the provider agreements with Just Life, Inc. and Bridgette A. Roman.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration, on behalf of Children and Youth Services, approval of purchase of service agreements with the following list of previously approved providers in the total amount of \$2,350,000 for the period July 1, 2013 through June 30, 2014. No additional county funds are required.

<u>Provider</u>	<u>Amount</u>
Auberle	\$815,000
The Bair Foundation of Pennsylvania	275,000
CASA for Kids, Inc.	25,000
The Children's Institute of Pittsburgh, d/b/a Project Star	200,000
Gannondale	250,000
Try-Again Homes, Inc. – consolidated	500,000
Try-Again Homes, Inc. – Transitional Living	60,000
Try-Again Homes, Inc. – Visitation	<u>225,000</u>
<b>TOTAL</b>	<b><u>\$2,350,000</u></b>

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the list of service agreements.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of Children and Youth Services, approval the following allocation adjustments for the period of July 1, 2012 through June 30, 2013. No county funds are required: Hermitage House – from \$225,000 to \$240,000 and Family United Network – from \$155,000 to \$160,000.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the above listed allocation adjustments.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Purchasing Department, the advertising of bids for an excavator, roller and paver for use by the Parks and Bridge Departments, authorize the advertising of bids. Funding will be provided through oil and gas funding.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving authorize the advertising of bids for an excavator, roller and paver.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Purchasing Department and the Recorder of Deeds, to approve and ratify the purchase of IT hardware and software for use in the property reassessment. The quoted items include IP phones, computers, operating license and fiber connectors. All items are being purchased under state contracts and, therefore, do not require bidding.

CDW-G (CoStars 3)	\$9,746.80
CDW-G (CoStars 6)	8,950.00
CDW-G (DGS 4400002818)	2,590.00
CDW-G (GSA 35F-0195J)	3,540.60
Presidio (CoStars 3)	<u>5,800.00</u>
<b>TOTAL</b>	<b><u>\$30,627.40</u></b>

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the ratification of the purchase of IT hardware and software for use in the property reassessment.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of Public Safety, to approve a one-year maintenance agreement for the CAD System from Intergraph Corp, of Madison, Ala. This maintenance agreement will be effective from October 1, 2013 through September 30, 2014, at a total amount of \$159,585.24. The equipment and software were purchased in 2006 at a cost of approximately \$1.8 million. The purpose of this maintenance is to keep the system up to date. The total cost of this maintenance will be paid at 63.20% from the wireless fund and 36.8% from the 911 fund.

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

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of Public Safety, approval of the purchase of a software/customization interface for the existing CAD system from Intergraph Corp., of Madison, Ala. The proposed purchase is \$23,200.00, and will enable the existing CAD system to comply with the regulations of the Pennsylvania CLEAN/NCIC interface. The total cost of the proposed expenditure would be funded from the Public Safety operating budget.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of a software/customization interface for the existing CAD system from Intergraph Corp.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the District Attorney, approval of the purchase of (1) iPhone to be utilized by the Crime Victims Office. The need for this phone would be for 24/7 contact with victim advocates for cases that occur outside of normal working hours or when their services may be needed for major crimes. The total cost is \$50/month from AT&T, which includes unlimited data, text and 300 anytime bundle voice minutes. As this purchase is being made from the PA State Contract it does not require bidding. Funding through the VOCA grant so there would be no outlay out of the general fund.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of (1) iPhone to be utilized by the Crime Victims Office.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration, on behalf of the Recorder of Deeds, approval of the purchase of an iPhone 4 through Verizon for Robert Neil, for the duration of the reassessment project. The cost of the iPhone 4 is \$199.00. The monthly cost of the Smart Phone will be \$50.00/month which includes unlimited text and data and 400 anytime minutes. This purchase will be paid from the department operating fund.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of an iPhone 4.

Roll call vote taken:

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

Motion carried unanimously.

SOLICITOR

None.

ANNOUNCEMENTS

An executive session was held on September 4, 2013, immediately following the Agenda Meeting, as an information session regarding personnel.

The regular Salary Board meeting will follow today's Commissioners' meeting.

All county offices will be closed Monday, September 2, 2013, in observance of Labor Day.

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:54 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

\_\_\_\_\_  
ATTEST: Mary E. Keelcke September 18, 2013  
CHIEF CLERK