

MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 948

Washington County Commissioners
Washington, Pennsylvania May 2, 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 Royce Karpy of Bible Chapel of Washington, American Legion Post 656 representative Tony Pasquerilla, Director of Veterans Affairs Barry Grimm, Solicitors J. Lynn DeHaven and Mary Lyn Drewitz, Attorney Robert Grimm of Swartz Campbell LLC, Chief Clerk Mary Helicke, Administrative Assistant Joyce Thornburg, Commissioner Administrative Assistants Joy Orndoff, Sue Orrick and Marie Trossman, Human Resources Director Chuck Nicholls, Planning Department representative Melanie Thomas-Finney; Washington County Coordinator of the Pennsylvania Farm Bureau representative Don Carter; Warden John Tamas and employees of the Correctional Facility; state representative Jesse White; Amber Ross, representing the office of Representative Brandon Neuman; Executive Director of SWPA Area Agency on Aging Leslie Grenfell; SPHS Aging Services representative Mary Mariani; Washington County Director of Aging Services Mary Lynn Spilak; Southwestern Pennsylvania Area Agency on Aging representative Matt Uram; Secretary of Washington County Health Partners Sharon Russell along with Assistant to the Executive Director Mary Hoyer and Communications Specialist Lindsay Dorrian; Observer Reporter Publishing Co. representative Barbara Miller; and concerned citizen Frank Byrd.

Vice Chairman Vaughan called the meeting to order at approximately 10 a.m.

Pastor Royce Karpy led the meeting with a prayer.

Mr. Pasquerilla led the Pledge of Allegiance.

Vice Chairman Vaughan entertained a motion to approve Minute No. 947 dated April 18, 2013, as written.

Moved by Mr. Shober, seconded by Mrs. Vaughan, approving Minute No. 947 as written.

Roll call vote taken:

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

Motion carried unanimously.

SPECIAL ORDER OF BUSINESS

Mrs. Vaughan read a Certificate of Recognition congratulating Don Carter for his tireless efforts supporting the Washington County Food Bank.

Mr. Carter thanked the Commissioners for this unexpected pleasure of receiving a Certificate of Recognition. Mr. Carter stated that this year just missed the target of 13,000 pounds of canned goods that were collected throughout the county. He also stated that the 4-H Clubs (8,900 pounds) and the County of Washington did a wonderful job during the collection plus a good participation in the private sector.

Mr. Shober read a proclamation declaring the May 5 through May 11, 2013, as Corrections Employees Week in Washington County. Mr. Shober congratulated the correctional facility personnel for the exceptional job they're doing overseeing over 350 inmates.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the proclamation for Corrections Employees Week.

Roll call vote taken:

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

Motion carried unanimously.

Mrs. Vaughan congratulated Warden Tamas and stated that Washington County Correctional Facility has the third lowest cost of incarcerating an inmate, per day, in all of Pennsylvania.

Warden Tamas commented on the personal risks of correctional officers. He thanked the officers, supervisors, counselors, chaplains, support staff health care professionals, teachers, and administrative staff and volunteers for choosing one of the most challenging professions that one can pursue.

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Mr. Shober read a proclamation declaring the month of May 2013 as Older Americans Month. Mr. Shober stated how much older citizens have contributed and will continue to make significant contributions.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the Older Americans Month proclamation.

Roll call vote taken:

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

Motion carried unanimously.

Director of Aging Services Mary Lynn Spilak thanked the Commissioners for their continued support of the senior citizens. These citizens, like no other generation, have volunteered, babysat and took care of one another in the community.

Executive Director of Southwestern Pennsylvania Area Agency on Aging Leslie Grenfell also thanked the Commissioners for their continued support in making sure senior citizens continue to receive the type of benefits and services that are deserved. She also commented that this is a long honored tradition of the 50-year celebration for honoring our seniors. Mrs. Grenfell thanked the seniors for all the help they continue to provide to the community including other seniors and our children.

Mrs. Grenfell also acknowledged a proclamation from state Senator Tim Solobay, sending his congratulations. State representative Jesse White acknowledged the state's proclamation on behalf of the entire House delegation, Representatives Brandon Neuman, Pete Daley, John Mauher, Rick Zaccone and himself and signed by Governor Tom Corbett.

Mrs. Vaughan read a proclamation declaring May 2013 as Protect our Children from Tobacco Smoke Pollution month.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the Protect our Children from Tobacco Smoke Pollution proclamation.

Roll call vote taken:

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

Motion carried unanimously.

Sharon Russell, board member of Washington County Health Partners, thanked the Commissioners for the proclamation. She explained that Health Partners is a grass roots effort by local business leaders, health care providers and concerned citizens that felt more could be done to protect everyone from secondhand smoke. Health Partners assesses the needs of the community, identifies the health issues and collaborate with others towards a solution.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

BID AWARDS

Solicitor DeHaven recommended the board approve the bid for Purchasing Department for the furnishing and delivering of landscaping supplies for all county buildings to the following vendors stated in their bid proposal. This contract will be effective from the date of approval, 2013 through December 31, 2013:

A&S Landscaping, Inc., Canonsburg, Pa.

New Look Landscaping & Design, Inc., Washington, Pa.

This bid is being awarded to the lowest most responsive and responsible bidders meeting the specifications.

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Moved by Mr. Shober, seconded by Mrs. Vaughan, approving the bid award for landscaping supplies for all county buildings.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the board approve the bid for the Planning Department for Cross Creek dam sluice gate replacement to EnviroScience, Stow, Ohio, the lowest most responsive and responsible bidder meeting requirements. The total bid amount is \$150,028.22, including add alternate No. 14 at 5K and will be paid through oil and gas lease funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving Cross Creek dam sluice gate replacement.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the board approve the bid for the Redevelopment Authority for the airport rehabilitate Taxiway B and other pavement improvements to Lindy Paving, New Galilee Pa., for the following:

Base Bid – \$408,522.50	Award the following alternates contingent upon additional Local Share Account funding
Alt Bid #1 – 61,370.00	Alt Bid #3 - \$94,539.00
Alt Bid #2 – 66,442.50	Alt Bid #4 – 27,507.50
Alt Bid #6 – <u>389,435.20</u>	Alt Bid #5 – <u>712,278.75</u>
Total Award – \$925,770.20	Total Contingent Award - \$834,325.25

This is the lowest most responsive and responsible bid received. The original award will be funded by Federal, State and Local Share (95%/2.5%/2.5%).

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the bid award for Washington County Airport rehabilitate Taxiway B.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the board extend the current lumber bid through December 31, 2013, to the following vendors:

84 Lumber, Eighty Four, Pa.

Washington Builders Supply, Meadowlands Pa.

This extension is in accordance with the original bid documents and the annual cost of this contract is approximately \$25,000.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving to extend the current lumber bid through December 21, 2013, to the above vendors.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the board approve the current contract extension for elevator maintenance for all county facilities to Otis Elevator Co., Pittsburgh, Pa. The contract extension will be effective July 1, 2013 through June 31, 2013, at a 5% discount from the yearly total. This contract extension is under the same terms and conditions as the original contract.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the current contract extension to Otis Elevator 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 of a Public Safety Hazardous Emergency Preparedness Training Grant in the amount of \$4,800 for FFY 2013. This grant provides emergency response training to Public Safety employees. This grant is a reimbursable program which involves a federal share of 80% and County providing a 20% soft match of the total projects.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the Hazardous Emergency Preparedness Training Grant.

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 of a memorandum of understanding and agreement with the Washington School District and the Juvenile Probation Office for the Washington Leader Program for a fee of \$2,875 per month.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the memorandum of understanding and agreement for the Washington Leader Program..

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 for the adoption of a resolution designating the Redevelopment Authority of the County of Washington as the eligible applicant for the Pennsylvania Housing Affordability and Enhancement Funds.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the adoption of a resolution designating the Redevelopment Authority as the eligible applicant for the Pennsylvania Housing Affordability and Enhancement Funds.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the board for their consideration and approval of Public Safety's travel request for Justin Shawley to attend an emergency call-taking system technical training course in Redmond, Washington from June 9-14, 2013, at a cost of approximately \$1,980.00.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving travel for Justin Shawley.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the board for their consideration and approval of the Election's Office two annual agreements with Dominion Voting for election support and software licenses: software – \$26,910 and election support agreement – \$58,660.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving two annual agreements with Dominion Voting for election support and software licenses.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the board for their consideration and approval of the Planning Department's agreement with Equitrans, L.P. for their natural gas pipeline and transfer station in Mingo Creek County Park.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the agreement with Equitrans, L.P.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the board for their consideration and approval of Planning Department's additional supplement to the contract with SAI Consulting Engineers in the amount of \$28 337.90 to meet requirements by PADOT during construction of the Chartiers #63 bridge replacement project. Costs will be paid 100% Act 26.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the additional supplement to the contract with SAI Consulting Engineers.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of the Planning Department's contract with GAI Engineers in the amount not to exceed \$96,094.57 for construction inspection of the Chartiers No. 63 bridge replacement. Costs will be paid 100% Act 26.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the additional supplement to the contract with GAI Engineers.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board the Finance Department's four-year extension with the accounting firm of Maher Duessel to perform an annual audit of the Retirement Fund at a cost of \$1,950 per year.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the four-year extension with Maher Duessel.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of Child Care Information Services 2013 provider service agreements with the list of previously approved providers.

Elizabeth MacDonald, North Charleroi, Pa.

Joyce Dudley, Washington, Pa.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the 2013 provider agreements listed above.

Roll call vote taken:

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

Motion carried unanimously.

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Chief Clerk recommended to the Board for their consideration and approval for Children and Youth Services purchase of service agreement addendum with MHY Family Services for the period of July 1, 2012 through June 30, 2013. This addendum will include additional attachments with 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.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of service agreement addendum with MHY Family Services.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval for Children and Youth Services purchase of service agreement addendum with Adelphoi Village for the period of July 1, 2012 through June 30, 2013. This addendum will include additional attachments with 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.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of service agreement addendum with Adelphoi Village.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval for Children and Youth Services purchase of service agreement addendum White Deer Run, Inc. for the period of July 1, 2012 through June 30, 2013. This addendum will include additional attachments with program description, finalized rates, affirmative action requirements and an audit clause. The contract authorization amount will increase from \$525,000 to \$625,000 and no additional county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of service agreement addendum with White Deer Run, Inc.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval for Children and Youth Services to enter into agreements with Jewish Family and Children's Services for the provision of guardianship services to two children who have been court-ordered to have a guardian. The time and services provided shall be paid at a rate of \$15.00 per 15 minute unit with a monthly cap of \$180.00 per child. The term of this agreement is for the period of January 1, 2013 through March 31, 2013. No county funds are required.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the agreements with Jewish Family and Children's Services for the provision of guardianship services.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval for the advertising for bids for video surveillance cameras and recording devices with full integration into the existing surveillance systems for the Courthouse Square public areas including hallways, outside elevators, parking garages, etc. The cost is estimated to be approximately \$70,000. This cost would be covered from Act 13 Funds.

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving for the advertising for bids for video surveillance cameras and recording devices with full integration into the existing surveillance systems for the Courthouse Square public areas.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval for Purchasing on behalf of Adult Probation for the advertising for RFP's for the house arrest electronic alcohol monitoring program. The cost is estimated to be approximately \$57,000. All costs are paid by the defendants.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the advertising for RFP's for house arrest electronic alcohol monitoring equipment.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of Information Technology's service agreement with ASCC, Cranberry Township, Pa., with a not to exceed amount of \$75,000. ASCC shall provide video surveillance, access control and intercom services (the "Services") for County as authorized by ASCC's Fee Schedule Exhibit A and B, effective through April 30, 2014. The initial fees will be funded from Act 13 and then the respectful department operating budgets.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving Information Technology's service agreement with ASCC.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of Information Technology's professional services agreement with All Covered, Bridgeville Pa. All Covered will provide services including custom application and web development and support; design, configuration and troubleshooting for Microsoft Windows & Exchange; SharePoint; analysis and implementation of further virtual server needs. All work is done on an "as needed" basis for the hourly rate of \$125/hr. based on the project and type of work requested. This contract will be effective from the date of approval through December 2, 2013, and shall continue on a year-to-year basis unless cancelled by either party by giving thirty (30) days written notice. The total cost of this contract is not to exceed \$25,000 annually.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving Information Technology's professional service agreement with All Covered.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of the current lease agreement with Kathy D'Amico for office space for District Justice Kanalis through April 30, 2018, at the following rate, showing a 3% yearly increase:

5/1/2013 to 4/30/2014: \$2015.87

5/1/2014 to 4/30/2015: \$2076.35

5/1/2015 to 4/30/2016: \$2138.64

5/1/2016 to 4/30/2017: \$2202.79

5/1/2017 to 4/30/2018: \$2268.88

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Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the current lease agreement with Kathy D'Amico for office space for District Justice Kanalis.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of the purchase of an OnBase software application enabler. The software is being quoted via Costars 6, and therefore does not require bidding. Funding for the purchase will be provided via Records Improvement funds, which totals \$36,892.50. A \$16,000.00 reimbursement grant has been obtained, which will apply funds back to Records Improvement once the software is received. This software will allow for the integration of the Courts OnBase system with the District Attorneys' PMS Case Management System, the Correctional Facility Case Management System as well as the Adult Probation's CDI AP Case Management System as well. Proposed vendor for this product is IMR Digital, of Camp Hill, Pa.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of OnBase software application enabler.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of the purchase of a 2013 Dodge Van (handicapped accessible), at a total cost of \$42,312.00, for Aging Services. The requested van would be purchased via State and therefore, does not require bidding. Funding will be provided via Capital funds. Funding will be provided via Capital funds. The proposed vendor for this purchase is Rohrer Enterprises, Inc. of Duncannon, Pa.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of a handicapped accessible 2013 Dodge Van.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval of the purchase of cable kits for the 9-1-1 dispatch center at a cost of \$20,870.85. This purchase will be made via the state Costars 3 contract and therefore, does not require bidding. The proposed vendor is CDW-G of Vernon Hills, Ill.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving the purchase of cable kits for the 9-1-1- dispatch center.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk recommended to the Board for their consideration and approval to adopt a resolution approving the Washington County FY 2013 Action Plan.

Moved by Mrs. Vaughan, seconded by Mr. Shober, approving adoption of the resolution approving the Washington County FY 2013 Action Plan.

Roll call vote taken:

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

Motion carried unanimously.

SOLICITOR

None.

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ANNOUNCEMENTS

The Salary Board meeting will follow today's public meeting.

There being no further business, Vice Chairman Vaughan declared the meeting adjourned at approximately 10:45 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

May 15, 2013

ATTEST:

Mary E. Helucke
CHIEF CLERK