

# MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 893

Washington County Commissioners

Washington, Pennsylvania, December 2, 2010

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, Bracken Burns and Diana L. Irey-Vaughan. Also being present: Mary Helicke, Chief Clerk; Lynn DeHaven, Solicitor; Linda Belcher, Administrative Assistant; Joy Sprowls, Commissioners' Office; Tim Kimmel, Director of Human Services; Carl Maggi, American Legion Post 391; Melanie Finney, Planning Commission; Pastor Steve Smythers, First Christian Church; Joyce Popovich, Senator Stout's Office; Dave Bober, Frank Byrd and John Adams, interested citizens; Barbara Miller, Observer-Reporter and Jim Jefferson, WJPA.

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

Pastor Smythers led the meeting with a prayer.

Mr. Maggi led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 892 dated November 18, 2010 as written.

Moved by Mr. Burns, seconded by Mrs. Irey-Vaughan, approving Minute No. 892 as written.

Roll call vote taken:

Ms. Irey-Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

## SPECIAL ORDER OF BUSINESS

The Board presented a check in the amount of \$298,740 to Smith Township as part of the Local Share Account Program which will be used for the construction of an entrance road and bridge to provide access to a twenty-eight acre parcel of land for the Smith Township Industrial Park Project.

Kerry Fox, of the Redevelopment Authority, gave a brief summary of this project and introduced Tom Schilinski, Chairman of the Supervisors.

Mr. Schilinski thanked the Board and the Redevelopment Authority for their support in this project. He noted this will greatly help the area with employment and tax revenue.

(RECESS FOR PHOTOS)

## PUBLIC COMMENTS

Dave Bober, of Canonsburg, addressed the Board regarding reassessment in Washington County. He expressed his hopes that the reassessment would be fair to all property owners.

Mr. Bober made comments regarding the state stores staying open late.

He also made reference to the first amendment with regards to freedom of speech. He questioned the Board about the three minute limit on public comments. It was noted that this is within a reasonable amount of time for the public comment portion of the meeting.

John Adams, of Avella, commented on the compensation for the Tax Appeal Board members. He stated they are paid too much.

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OLD BUSINESS

Solicitor DeHaven recommended the Board award the bid for auto parts to Smith's Auto Supply, Washington PA; this being the lowest most responsive and responsible bidder meeting requirements. The bid will be effective January 04, 2011 through January 03, 2012, with the option to extend for three additional one year periods.

Moved by Mrs. Irey-Vaughan, seconded by Mr. Burns, awarding the foregoing bid.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the electrical work to Schultheis Electric, Latrobe PA; this being the lowest most responsive and responsible bidder meeting requirements. All work is to be done based on a "time and material" rate on an "as needed" basis. The bid will also include hourly rates for emergency repairs on a time and material basis. This contract will be effective January 1, 2011 through December 31, 2011, with the option to extend for two additional one year periods.

Moved by Mr. Burns, seconded by Mrs. Irey-Vaughan, awarding the bid for electrical work as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the paint and paint supplies to following lowest most responsive and responsible bidder's meeting requirements.

Sherwin Williams Co., Washington  
Westmoreland Supply Co., Washington

This contract will be in effect from January 1, 2011 through December 31, 2013 at a total yearly cost of approximately \$37,662 and all additional paints and supplies will be at a 30% discount from list price.

Moved by Mr. Burns, seconded by Mrs. Irey-Vaughan, awarding the bid for paint as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board award the bid for the drug test kits to the following lowest most responsive and responsible bidders meeting specifications based on their "per unit" cost submitted in their bid proposal:

Redwood Toxicology Laboratory, Inc., Santa Rosa, CA  
Micro Distributing II LTD, Belton TX

This contract will be in effect from January 1, 2011 through December 31, 2011, with the option to extend for two additional one year periods.

Moved by Mrs. Irey-Vaughan, seconded by Mr. Burns, awarding the bid for the drug test kits as per above

Roll call vote taken:

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Mrs. IreY-Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Solicitor DeHaven recommended the Board reject the bid received from Languages by Nicole, Inc., for the court related interpreting services; due to the fact that they are non-AOPC certified and do not meet requirements.

Moved by Mr. Burns, seconded by Mrs. IreY-Vaughan, to reject the bid as per above.

Roll call vote taken:

Mrs. IreY-Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval the renewal of the County's property and casualty insurance for 2011 at the following rates:

Commercial Package	\$385,229
Health Center	\$21,806
County Airport	\$ 4,722
Public Officials	\$50,265

Moved by Mr. Burns, seconded by Mrs. IreY-Vaughan, approving the foregoing insurance rates.

Roll call vote taken:

Mrs. IreY-Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the renewal of an agreement with Safety National for the County's workers' compensation program. This is a large deductible plan with a premium of \$245,872 for the period January 1, 2010 through December 31, 2011.

Moved by Mrs. IreY-Vaughan, seconded by Mr. Burns, approving the agreement with Safety National as per above.

Roll call vote taken:

Mrs. IreY-Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval 2010-2011 provider service agreements with the list of previously approved providers. The agreements will automatically renew until one party notifies the other party, in writing, of their intent not to renew under the current terms.

Patricia Burd, Donora, PA  
Erica Farabaugh, New Eagle, PA  
Jacqueline Huffman, Marianna, PA  
Judy Dimarzio, Fredericktown, PA

Moved by Mr. Burns, seconded by Mrs. IreY-Vaughan, approving the foregoing provider agreements for Child Care Information Services.

Roll call vote taken:

Mrs. IreY-Vaughan - Yes; Mr. Burns - Yes; Mr. Maggi - Yes.

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Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a provider agreement with Milestone Centers, Inc. for the period of July 1, 2010 through June 30, 2011 in the amount of \$25,410. No additional county funds are required.

Moved by Mrs. Irely-Vaughan, seconded by Mr. Burns, approving the foregoing provider agreement.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following rate increases for the Adult Day Care at the Washington County Health Center effective January 1, 2011:

	<u>FROM</u>	<u>TO</u>
Private Pay Daily Rate	\$45.00	\$47.00
Private Pay 4 Hour Rate	\$22.50	\$25.00
New Shower Charge		\$20.00

Moved by Mrs. Irely-Vaughan, seconded by Mr. Burns, approving the rate increases as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval of the Washington County Administrative Entity Needs Based Plan of the Mental Retardation Program as requested by the Office of Developmental Programs for fiscal year 2011/2012. No county funds are required.

Moved by Mrs. Irely-Vaughan, seconded by Mr. Burns, approving the foregoing Needs Based Plan.

Roll call vote taken:

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

Motion carried unanimously.

Clerk presented to the Board for their consideration and approval the payment of \$20,935.20 to IMR, Harrisburg, PA for the Professional Service License & Maintenance Renewal of our On Base Software. The total cost is to be charged to the Records Improvement Fund, therefore, there are no county dollars involved. It is to be noted this license renewal and maintenance covers the scanning and module licenses in place within the following departments: Register of Wills, Clerk of Courts, Adult Probation, and Domestic Relations & Recorder of Deeds. It also covers our twenty-nine concurrent user retrieval licenses which are currently in use within the Register of Wills, Clerk of Courts, Adult Probation, Juvenile Probation, Domestic Relations, Recorder of Deeds, County Sheriff, County Jail, Public Defender, Children and Youth Services, District Attorney and all Judges Offices within the Courthouse. This renewal will cover any upgrades and any professional services required during the year.

Moved by Mr. Burns, seconded by Mrs. Irely-Vaughan, approving the foregoing payment to IMR.

Roll call vote taken:

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

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Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following purchase from the Pennsylvania State Contract on behalf of Adult Probation authorize the leasing of monitoring equipment for offenders from BI Incorporated, Boulder, CO. This equipment would be leased at the following rates:

\$1.51 /day for the Homeguard 200 bracelets.  
 \$3.83 /day for the Homeguard 205 bracelets.  
 \$6.80 /day for (1) ET on demand unit.

This contract would be effective January 1, 2011 through December 31, 2011. As this purchase is being made from the State Contract, it does not require bidding.

Moved by Mrs. Irely-Vaughan, seconded by Mr. Burns, approving the state contract purchase as per above.

Roll call vote taken:

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

Motion carried unanimously.

#### ANNOUNCEMENTS

An executive session was held on December 1, 2010 immediately following the Agenda Meeting as an informational session regarding litigation on the reassessment, personnel and real estate.

The monthly meeting of the Salary Board will be held immediately following today's Board meeting.

#### SOLICITOR

None

There being no further business, Chairman Maggi declared the meeting adjourned at approximately 10:40 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

December 8, 2010

ATTEST: Mary E. Helicko  
 CHIEF CLERK