

## MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

IMR LIMITED E00718327LD

Minute No. 851

Washington County Commissioners

Washington, Pennsylvania, January 8, 2009

The Washington County Board of Commissioners met in a regular session in the Public Meeting Room, Courthouse Square, Washington, Pennsylvania, with the following members being present: Commissioners Larry Maggi and Diana L. Irey. Absent being: Commissioner Bracken Burns who was out of town. Also being present: Scott Fergus, Director of Administration; Lynn DeHaven, Solicitor; Mary Helicke, Chief Clerk; Linda Belcher, Administrative Assistant; Joy Sprowls, JoAnn Metz and Sue Orrick, Commissioners' Office; Roger Metcalfe, Director of Finance; Tim Kimmel, Human Services; Harry Wilson, Veterans Office; Charles Nicholls, Director of Human Resources; Debbie Bardella, Recorder of Deeds; Melanie Finney Thomas, Planning Commission; Nancy Shoun-Few, Washington County Health Center; Dan Urbanick, Health Center volunteer; Carl Maggi, Dave Blose and John Adams, interested citizen; Barbara Miller, Observer-Reporter; and Jim Jefferson, WJPA.

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

Reverend Simmons led the meeting with a prayer.

Mr. Maggi led the Pledge of Allegiance.

Chairman Maggi entertained a motion to approve Minute No. 850 dated December 18, 2008 as written.

Moved by Ms. Irey, seconded by Mr. Maggi, approving Minute No. 850 as written.

Roll call vote taken:

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

Motion carried unanimously.

Chairman Maggi mentioned that Commissioner Burns was not present at the meeting because he was attending the National Convention of the Alzheimer's Association representing Pennsylvania's volunteers in New Orleans.

(RECESS FOR PHOTOS)

PUBLIC COMMENTS

None

OLD BUSINESS

Solicitor DeHaven recommended the Board reject all bids for the acoustic wall system for the Judge's Chambers. Review is being made for other alternatives and will seek proposals on a pre-fabricated product.

Moved by Ms. Irey, seconded by Mr. Maggi, to reject all bids for acoustic wall system as per above.

Roll call vote taken:

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

Motion carried unanimously.

Solicitor DeHaven recommended the Board approve an extension to the bid contract for Drug Test Kits to the following vendors:

Redwood Biotech, Santa Rose, CA

Securetec, Inc., Williamsport PA

This extension will be effective through December 31, 2009 at a total yearly cost of approximately \$23,000.

Moved by Ms. Irey, seconded by Mr. Maggi, approving the foregoing extension to the bid for Drug Test Kits.

Roll call vote taken:

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Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval to adopt a resolution authorizing the Washington County Council on Economic Development to submit an application for redevelopment assistance capital grant funding for Phase IB of the Starpointe Industrial/Business Park Project in Hanover Township, Washington County, Pennsylvania.

Moved by Ms. Irej, seconded by Mr. Maggi, adopting the foregoing resolution.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an amendment to the agreement with Goldfarb, Posner, Beck, DeHaven and Drewitz to amend the firm's annual salary to conform to the County's 2009 County budget.

Moved by Ms. Irej, seconded by Mr. Maggi, approving the amendment to the agreement as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with Kymberly Secret in the amount of \$3,600 to be paid \$300 per month for animal control services in the Washington County Parks.

Moved by Mr. Maggi, seconded by Ms. Irej, approving the agreement with Kymberly Secret as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the 2008/2009 provider service agreements with the list of previously approved providers. The agreements will automatically renew until either party notifies the other party, in writing, of their intent not to renew under the current terms.

- Janice Pace, Joffre, PA
- Stanley Strothers, Bridgeville, PA
- Loretta J. Lee, Ellsworth, PA
- Mary A. Shinshasky, Canonsburg, PA

Moved by Ms. Irej, seconded by Mr. Maggi, approving the foregoing Child Care Information provider agreements.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an agreement with Odyssey Healthcare of Pennsylvania for the period of one year to provide hospice care services for the terminally ill at the Washington County Health Center. No additional County funds are required.

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Moved by Ms. Irej, seconded by Mr. Maggi, approving the agreement with Odyssey Healthcare of Pennsylvania as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval an expenditure of approximately \$45,000 to Schultheis Electric to upgrade electrical work in the Courthouse Square Office Building. This is included in the current bid contract for time and material.

Moved by Ms. Irej, seconded by Mr. Maggi, approving the expenditure for electrical work to Schultheis Electric as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the purchase of fifty additional licenses for the CAD system. This purchase is from Dell ASAP Software at the total cost of \$63,179.59 and the total cost is being paid by PEMA funds. This will allow Police, Fire, and EMS departments to log into the 9-1-1 CAD system to check their own times and numbers and generate their own reports. This lessens the workload in the 9-1-1 center. No County funds are required.

Moved by Ms. Irej, seconded by Mr. Maggi, approving the purchase of fifty additional licenses for the CAD system as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval a lease/purchase agreement with Pitney Bowes, Inc., Harrisburg PA for a new mail machine. This is a forty-eight month lease/purchase agreement at \$682.01 per month which includes the maintenance, meter rental and a \$1 buyout at the end of the lease. The current mail machine will not handle postage increases on certain pieces of mail beginning January, 2009. This lease/purchase is being made on WSCA (Western States Community Alliance) contract through the PA State Contract, therefore, does not require bidding.

Moved by Ms. Irej, seconded by Mr. Maggi, approving the lease/purchase agreement with Pitney Bowes, Inc. as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the payment of \$26,834 to IMR, Camp Hill PA for the Professional Service License and Maintenance Renewal of our OnBase Software. The total cost is to be charged to the Records Improvement fund, therefore, there are no County funds involved. This license renewal and

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maintenance covers the scanning and module licenses in place within the following departments: Register of Wills, Clerk of Courts, Adult Probation, Domestic Relations & Recorder of Deeds/Tax Assessment and Claims. It also covers The thirty-seven 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/Tax Assessment and Claims, County Sheriff, County Jail, Public Defender, Children & 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 Ms. Irej, seconded by Mr. Maggi, approving the payment to IMR of Camp Hill, Pennsylvania for the Professional Service License and Maintenance Renewal as per above.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the adoption of a resolution to extend the Keystone Opportunity Zone for the Middle Monongahela Industrial Development Association effective through September 7, 2018.

Moved by Ms. Irej, seconded by Mr. Maggi, adopting the foregoing resolution.

Roll call vote taken:

Ms. Irej - Yes; Mr. Maggi - Yes.

Motion carried unanimously.

## SPECIAL ORDER OF BUSINESS

The Commissioners read a resolution that addressed the subject of an improved National Energy Policy which is endorsed by the Coal Miners Association of Pennsylvania.

## ANNOUNCEMENTS

An Executive Session was held on January 7, 2009 immediately following the Agenda Meeting as an information session related to personnel and pending litigation.

County Offices will be closed on January 19, 2009 in observance of Martin Luther King Day.

The annual Sinking Fund Meeting will be held on January 22, 2009 immediately the Board of Commissioners' Meeting.

Chairman Maggi declared Friday, January 9<sup>th</sup> as "Steelers Day" and encouraged everyone to wear Black and Gold in honor of the Steelers.

## SOLICITOR

None

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

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL

January 15, 2009

ATTEST: Mary E. Relicke  
CHIEF CLERK