

## MINUTE BOOK

BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY, PENNSYLVANIA

Minute No. 618

Washington County Commissioners

Washington, PA, May 27, 1999

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 J. Bracken Burns, Sr., Diana L. Ireby and Scott H. Fergus. Also being present: Michelle Miller, Chief Clerk; Jim McCune, Solicitor; Linda Belcher, Secretary; Melanie Thomas, Planning Commission; Mike Namie, Deputy Controller; Sheriff Larry Maggi and Deputy Sheriff Todd Hammond; Francis King, Treasurer; Holly Martin, Drug and Alcohol Director; Colleen Hughes, Drug and Alcohol Office; Alice Lohr, Neighborhood Drug Awareness Corps; Michelle Tomicek, Canon-McMillan Middle School "CHILL" Club; Sharon Bellamy and Sue Amati, Gateway VISION; Diann Morse, Catholic Charities of Washington County; Loretta Manus, Mon Valley After School Program; Tracie Hess, Canon-McMillan Elementary School; Joan Adley, Washington Coalition for Teen Pregnancy Prevention; Jamie Pomponio, Charleroi Area Elementary Center; and Marianne Kuzy, John F. Kennedy Catholic Elementary School; Joe Abate, Veteran of Foreign Wars; Reverend David H. Lindberg; Barrie Wight, Community Services Director; Harry Sabatase and Linn Hamilton, interested citizens; Joe Smydo, Observer-Reporter; Kathy Thomas, Valley Independent; Amy Taylor, Herald-Standard; Jim Jefferson, WJPA; and Tom Krukosky, CUTV.

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

Reverend Lindberg led the meeting with a prayer.

Joe Abate said the Pledge of Allegiance.

Chairman Burns entertained a motion to approve Minute No. 617 dated May 13, 1999.

Moved by Mrs. Ireby, seconded by Mr. Fergus, that Minute No. 617 be approved.

Roll call vote taken:

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

Motion carried unanimously.

#### SPECIAL ORDER OF BUSINESS

The Commissioners presented Mini Grants to a group of recipients who were involved with the Drug and Alcohol Program.

Holly Martin, Director of the Drug and Alcohol Office, announced the recipients and the Board of Commissioners presented checks to the recipients.

Ms. Martin thanked the Commissioners for their continued support for this program and noted that Behavioral Health will be sponsoring a booth at the Rib and Wing Fest at the Washington County Fairgrounds.

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PUBLIC COMMENTS

Linn Hamilton, a retired dairy farmer of Washington County, expressed his concerns regarding the Washington County area becoming a dumping ground for nuclear waste, the plight of the farmer, the relocation of juvenile homes/maximum security prisons and granting tax abatements to companies who move to Washington County. Mr. Hamilton stated that the Board of Commissioners should form a group that would explore the possibility of developing a health plan for county residents.

OLD BUSINESS

Solicitor McCune recommended to the Board that the bid for Printed Forms awarded to following vendors for the amount set forth in their bid.

Badzik Printing Service, Donora, PA  
Cane Business Forms, Atlasburg, PA  
Consolidated Graphics, Bridgeville, PA  
Dando Printing, Donora, PA

Harpers Printing Service, Pittsburgh, PA  
Masters Ink, Canonsburg, PA  
Progressive Forms, Harrisburg, PA

Moved by Mr. Fergus, seconded by Mrs. Irely, to award the bid for Printed Forms as per above.

Roll call vote:

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

Motion carried unanimously.

Solicitor McCune recommended to the Board that the bid for Kitchen Equipment be awarded to the following vendors:

J. Gregory, Monongahela, PA

Tri State Restaurant Equipment, Beaver Falls, PA

Moved by Mr. Fergus, seconded by Mrs. Irely, awarding the bid for Kitchen Equipment as per above.

Roll call vote:

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

Motion carried unanimously.

Solicitor McCune recommended to the Board that the bids for Medical Supplies be awarded to the following vendors for the amount set forth in their bid.

Bellco, Lindenhurst, NY  
Mercy Surgical, Canonsburg, PA  
Paper Products, Pittsburgh, PA

Rasayan, Pittsburgh, PA  
Redline Medical Supply, Golden Valley, MN

Moved by Mr. Fergus, seconded by Mrs. Irely, to award the Medical Supplies as per above.

Roll call vote:

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

Motion carried unanimously.

NEW BUSINESS

Chief Clerk presented to the Board for their consideration and approval authorization to extend the Lease for Magisterial District 27-1-2 with Penos Enterprises, Inc. for the period of July 1, 1999 through June 30, 2004 with two five-year renewal options. The current monthly rate \$1,100 with a 3% annual increase. Any increases greater than 2% involving taxes, insurance, utilities and/or cleaning/maintenance will be added to the annual rent.

Moved by Mr. Fergus, seconded by Mrs. Irej, authorizing the extension of the lease for Magisterial District 27-1-2 with Penos Enterprises, Inc. as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval renewal of the third year of the FITS grant with the PCCD in the amount of \$176,780 with the County share 75% and the State's share 25%. The grant period is October 1, 1999 to September 30, 2000.

Moved by Mrs. Irej, seconded by Mr. Fergus, approving the renewal of the third year FITS grant as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Modifications to the BARJ Grant. This modification would change the project start date from October 1, 1998 to September 30, 1999 to April 1, 1999 to March 21, 2000. No change in dollar amounts would occur because of the modification.

Moved by Mr. Fergus, seconded by Mrs. Irej, approving the Modifications to the BARJ Grant as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the third year renewal to the Collections Grant for the Clerk of Courts Office in the amount of \$72,710. The County share is 75% and the State's share is 25%.

Moved by Mrs. Irej, seconded by Mr. Fergus, approving the third year renewal for the Clerk of Courts Office as per above.

Roll call vote:

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

Motion carried unanimously.

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Chief Clerk presented to the Board for their consideration and approval Modifications to the Clerk of Courts Collections Grant that would change the completion date of the study from September 30, 1999 to December 31, 1999. It was noted that there is no cost involved in this change.

Moved by Mrs. Irely, seconded by Mr. Fergus, approving the modification to the Clerk of Courts Collections Grant as per above.

Roll call vote taken:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval submission of the 1999/2000 Community Transportation Capital Equipment Grant Application to the Pennsylvania Department of Transportation for the purchase of five 7-passenger handicapped accessible vehicles. The total estimated cost is \$204,000 with state and federal funding of \$163,000 and a County match of \$40,800.

Moved by Mrs. Irely, seconded by Mr. Fergus, approving the submission of the 1999/2000 Community Transportation Capital Equipment Grant Application as per above.

Roll call vote:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the submission of a State Food Purchase Grant Application to the U.S. Department of Agriculture for Fiscal Year 1999/2000. Approval by resolution is also requested to enter into Agreements with the Department of Agriculture and the Greater Washington County Food Bank for management of this program.

Moved by Mr. Fergus, seconded by Mrs. Irely, approving the submission of a State Food Purchase Grant Application as per above.

Roll call vote:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval Renewal Grant Agreements between Washington County and the U.S. Department of Housing and Urban Development for the 1998 Supportive Housing Program projects:

Fresh Start	\$726,974
Safe Haven	\$394,335
Transitional Housing	\$285,243

Approval is also requested by Resolution of Agreement with Connect, Inc. and the Washington Women's Shelter as subcontractors to provide supportive housing services for these projects.

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Moved by Mr. Fergus, seconded by Mrs. Irey, approving the foregoing Renewal Grant Agreements for the 1998 Supportive Housing Program projects.

Roll call vote:

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

Motion carried unanimously.

Chief Clerk presented to the Board for their consideration and approval the following Child Care Information Services Agreements for fiscal year 1998/99.

Barbara Hines, Washington  
Jeannette Ross, Washington  
Jennifer Smalley, Coal Center

Sunshine Kids, Inc., Eighty Four  
Helen Brautingam, Houston  
Mary Jenkins, Washington

Moved by Mr. Fergus, seconded by Mrs. Irey, approving the foregoing Child Care Information Services Agreements.

Roll call vote:

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

#### ANNOUNCEMENTS

Chief Clerk made the following announcement:

1. The Washington County Offices will be closed on Monday, May 31, 1999 in observance of the Memorial Day holiday.
2. The Community Task Force will hold a meeting on Wednesday, June 2, 1999 at 7:00 p.m. in Room 104 of the Courthouse Square Building. The purpose of this meeting is to give the public an opportunity to discuss the community college issue in Washington County. The public is invited to attend.
3. The public is invited to attend a ribbon cutting ceremony on Saturday, June 5, 1999 at 10:00 a.m. for the Panhandle Trail Dedication.

#### SOLICITOR

Solicitor McCune presented to the Board for their consideration and approval an Architectural Agreement with Glance and Associates, Inc. for architectural services for the old jail renovation project.

Moved by Mrs. Irey, seconded by Mr. Fergus, approving the Architectural Agreement with Glance and Associates, Inc. as per above.

Roll call vote:

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

Motion carried unanimously.

#### OPENING OF BIDS

Deputy Controller Namie opened and read the following bids:

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KITCHEN & HOUSEKEEPING SUPPLIES (AGING)

1. Daycon Products, Inc.  
Building 7B, Avenue B  
Buncher Commerce Park  
Leetsdale, PA 15056

Total amount of bid: \$6,549.07

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

2. Interboro Packaging Corporation  
114 Bracken Road  
Montgomery, NY 12549-2600

Total amount of bid: \$2,000.00

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

3. Central Poly Corporation  
19 West 21 Street  
Linden, NJ 07036

Total amount of bid: \$1,288.00

A Treasurer's Check in the amount of 1,288.00 accompanied the bid.

4. Allied Supply Co., Inc.  
4001 Kennell Pike , Suite 134  
Wilmington, DE 19807

Total amount of bid: \$299.37

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

5. Parkway Food Service  
1044 Garden Street  
Greensburg, PA 15601

Total amount of bid: \$34,708.14

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

6. Calico Industries, Inc.  
9045 Junction Drive  
Annapolis Junction, MD 20701-2005

Total amount of bid: \$4,248.70

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

7. Art Snyder Sanitary Supply Co.  
540 East 2<sup>nd</sup> Street  
Erie, PA 16507

Total amount of bid: \$19,706.94

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

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8. Jack Frye Sales and Service  
104 Cherry Street  
Clairton, PA 15025

Total amount of bid: \$3,203.00

An Official Check in the amount of \$320.30 accompanied the bid.

9. Paper Products Company, Inc.  
36 Terminal Way  
Pittsburgh, PA 15219

Total amount of bid: \$11,902.80

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

Moved by Mr. Fergus, seconded by Mrs. Irej, to table the foregoing bids for review.

Roll call vote:

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

Motion carried unanimously.

SOFTWARE TRAINING

1. Catapult Software Training  
625 Liberty Avenue  
Pittsburgh, PA 15222

GROUP APPLICATION SOFTWARE TRAINING

Cost of training on county site when vendor provides everything	
6.5 hour sessions	<u>\$995 for standard classes</u>
3.25 hour sessions	<u>\$547*</u>

Cost of training on county site when vendor provides Instructor and Courseware	
6.5 hour sessions	<u>\$565 for standard classes</u>
3.25 hour sessions	<u>\$332*</u>

Cost of training at the vendor's facility	
6.5 hour sessions	<u>\$895 for standard classes</u>
3.25 hour sessions	<u>\$497*</u>

\*Requires 2 half day sessions

INDIVIDUAL APPLICATION SOFTWARE TRAINING

Cost of application training at the vendor's facility	
6.5 hour sessions	<u>\$114 for standard classes</u>
3.25 hour sessions	<u>\$114 for standard classes</u>

A Bid Bond in the amount of \$4,000.00 accompanied the bid.

2. CompUSA, Inc.  
14951 North Dallas Parkway  
Dallas, TX 75240

GROUP APPLICATION SOFTWARE TRAINING

Cost of training on county site when vendor provides everything	
6.5 hour sessions	<u>\$875</u>
3.25 hour sessions	<u>\$450</u>

Cost of training on county site when vendor provides Instructor and Courseware	
6.5 hour sessions	<u>\$750</u>
3.25 hour sessions	<u>\$390</u>

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**Cost of training at the vendor's facility**

6.5 hour sessions	<u>\$875</u>
3.25 hour sessions	<u>\$450</u>

**INDIVIDUAL APPLICATION SOFTWARE TRAINING****Cost of application training at the vendor's facility**

6.5 hour sessions	<u>\$125</u>
3.25 hour sessions	<u>\$ 80</u>

Bid Bond in the amount of \$4,000.00 accompanied the bid.

3. Penn Commercial, Inc.  
82 South Main Street  
Washington, PA 15301

**GROUP APPLCIATION SOFTWARE TRAINING****Cost of training on county site when vendor provides everything**

6.5 hour sessions	<u>\$900</u>
3.25 hour sessions	<u>\$450</u>

**Cost of training on county site when vendor provides Instructor and Courseware**

6.5 hour sessions	<u>\$600</u>
3.25 hour sessions	<u>\$300</u>

**Cost of training at the vendor's facility**

6.5 hour sessions	<u>\$540</u>
3.25 hour sessions	<u>\$270</u>

**INDIVIDUAL APPLCIATION SOFTWARE TRAINING****Cost of application training at the vendor's facility**

6.5 hour sessions	<u>\$90</u>
3.25 hour sessions	<u>\$45</u>

A Cashier's Check in the amount of \$4,000.00 accompanied the bid.

4. Horizons CLC  
125 Technology Drive  
Canonsburg, PA 15317

It was noted that this bid be rejected because it was not accompanied by the required certified check or Bid Bond, as noted by the Solicitor and the Purchasing Department.

Moved by Mr. Fergus, seconded by Mrs. Irely, to table the foregoing bids for review.

Roll call vote:

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

Motion carried unanimously.

**CELLULAR AND NEXTEL PHONE SERVICE**

1. Talk with Marilyn, Inc.  
500 Bower Hill Road  
Bridgeville, PA 15017

**Digital Cellular Service**

Monthly access fee \$12.99 x 46 = \$597.54 x 12 months = \$7,170.48

Total amount of bid: \$717.04

A Cashier's Check in the amount of \$717.04 accompanied the bid.



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2. Crown Mobile Systems, Inc.  
22 McCormick Road  
McKees Rocks, PA 15136

## Digital Cellular Service

Monthly access fee  $\$16.15 \times 46 = \$742.90 \times 12 \text{ months} = \$8,914.80$

## Nextel Radio and Cellular Phone Service

Monthly access fee including unlimited

Two way radio  $\$34.95 \times 12 = \$419.40 \times 12 \text{ months} = \$5,032.80$

Total amount of bid: \$13,947.60

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

3. Cellco Partnership d/b/a Bell Atlantic Mobile  
200 Allegheny Drive  
Warrendale, PA 15086

## Digital Cellular Service

Monthly access fee  $\$10.95 \times 46 = \$503.70 \times 12 \text{ months} = \$6,044.40$

Total amount of bid: \$6,044.40

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

Moved by Mr. Fergus, seconded by Mrs. Irej, to table the foregoing bids for review.

Roll call vote:

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

Motion carried unanimously.

There being no further business, Chairman Burns declared the meeting adjourned at approximately

10:40 a.m.

THE FOREGOING MINUTES SUBMITTED FOR APPROVAL:

June 7, 1999

ATTEST: Michelle R. Miller

CHIEF CLERK