

September 28, 2022

The Westmoreland County Board of Commissioners met in special session on Wednesday, September 28, 2022, at the Westmoreland County Courthouse, Public Meeting Rooms, 2 North Main Street, Greensburg, PA. The following were present: Chairman Sean Kertes Vice-Chairman Douglas W. Chew, Secretary Gina Cerilli Thrasher, Esq. County Solicitor Melissa A. Guiddy. The following business was conducted:

Mr. Kertes called the meeting to order at 9:02am and led the Pledge of Allegiance

General Agenda

AMENDED AGENDA

Motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to amend the Agenda item 5 (A) for Planning - **Resolution #R-59-2022** designating the Chairman of the Board of Commissioners as the Authorized Representative and Jason Rigone and Corey Block as Administrators in order to access the online application and online financial reporting and compliance system through the USDA Reconnect Grant Online Application Portal.

Opportunity for Public Comment

No Public Comment

Solicitors Report

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Amy DeMatt, Court Administrator, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following items for **Court Administration:**

- (A) Therapy Dog/Handler Agreement with Karen Glatt for Westmoreland County court proceedings, approval of the Agreement is contingent upon approval by the President Judge of the Westmoreland County Court of Common Pleas; final approval subject to Solicitor review
- (B) Professional Services Agreement with **Martone Forensic and General Psychiatric Services, P.C.**, for “**Court Ordered Forensic Evaluations,**” in the amount of **\$275.00/hour** for reviewing documents, travel, conference, interviews, preparing reports, as well as testimony/deposition time, **\$300.00/hour** for criminal responsibility evaluations, **\$150.00/hour** for no show, for the term October 1, 2022 through September 30, 2023

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Alexis Bevan, Director, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following items for **Human Resources:**

- (A) Workers Compensation and Employers Liability Insurance with Housing and Redevelopment Insurance Exchange in the amount of \$1,081,636.00 for a one-year period effective October 1, 2022 through October 1, 2023, with a deductible amount of \$25,000.00 for each compensable claim.
- (B) Second Amendment to Professional Service Agreement with **John Rock Inc. Defensive Driving Specialists**, dated July 12, 2018 for training as needed for Coroner Drivers at the rate of **\$2,400.00 for 4 hour classroom and 4 hour hands on for Existing Employee Training/New Employee Training**

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Robert Hamilton, Director, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following items for **Human Services:**

- (A) Contract with **Westmoreland County Community College** for use of Event Center Conference Room, on Wednesday, October 12, 2022 for the Westmoreland County Human Services Department in the amount of **\$300.00**
- (B) Contract with **Westmoreland County Community College** for use of Science Hall, on Friday, October 21, 2022 for the Westmoreland County Human Services Departments Training in the amount of **\$3,270.00**
- (C) Acceptance of Training Proposal with **Jeff Hancher**, in the amount of **\$1,200.00** for The State of Readiness Presentation for the Westmoreland County Human Services Departments Training

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Scott Ross, Director, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following item for **Information Systems:**

- (A) Correction to item 6(E), approved July 14, 2022 for **Link Computer Corporation**, (pursuant to Co-Stars 003-040 and **updating** Co-Stars 006-186 to 006-E22-223) in the in the amounts of **\$43,904.36** (Cisco BE7M-M5 Server) and **\$220,394.30** (Blades, Meraki APs, Voice Router, Livescan Routers and Firewalls) replacing hardware that is marked as “end-of-support” by the provided vendor

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Jason Rigone, Director, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following item for **Planning as previously amended:**

- (A) **Resolution #R-59-2022** designating the Chairman of the Board of Commissioners as the Authorized Representative and Jason Rigone and Corey Block as Administrators in order to access the online application and online financial reporting and compliance system through the USDA Reconnect Grant Online Application Portal.

RESOLUTION #R- 59 -2022

WHEREAS, funds are available from the U.S. Department of Agriculture, Rural Development, under the ReConnect Program or Community Connect Grant Program; and

WHEREAS, the County of Westmoreland, as the applicant, intends to apply under the ReConnect Program; and

WHEREAS, all applicants applying under the ReConnect Program or Community Grant Program are required to submit an Authorized Representative Request and a resolution in order to access the online application and online financial reporting and compliance system; and

WHEREAS, the Board of Commissioners wish to authorize Sean Kertes, the Chairman of the Board of Commissioners of Westmoreland County as the assigned Representative-Signature-Certifier security role; and

WHEREAS, the Board of Commissioners wish to authorize Jason Rigone and Corey Block as the assigned Administrator security role.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Westmoreland, Pennsylvania:

1. That Sean Kertes, the Chairman of the Board of Commissioners of the County of Westmoreland, has the assigned Representative-Signature-Certifier security role on behalf of the County and shall be responsible for providing signatures (electronic or wet), authorizing certifications, entering and updating applications, submitting applications for consideration, and assigning access to new users in USDA's online application system for the ReConnect Program. If applications are awarded under the ReConnect program, the Representative-Signature-Certifier security role on behalf of the County of Westmoreland shall also be responsible for authorizing certifications, entering, updating, and submitting compliance reports, and assigning access to new users in USDA's online financial reporting and compliance system; and
2. That Jason Rigone and Corey Block have the assigned Administrator security roles on behalf of the County of Westmoreland and shall be responsible for assigning access to new users, and entering and updating applications in USDA's online application system for the ReConnect Program. If applications are awarded under the ReConnect program, the Administrator(s) security role on behalf of the County of Westmoreland shall also be responsible for assigning access to new users, and entering, updating and submitting compliance reports in USDA's online financial reporting and compliance system; and
3. That the Representative-Signature-Certifier and Administrators for the County shall comply fully with all security procedures and policies of the online application system for the ReConnect Program and USDA's online financial reporting and compliance system.

RESOLVED AND ADOPTED by the Board of Commissioners of the County of Westmoreland, Pennsylvania, this 28th day of September, 2022.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Greg McCloskey, Director, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following item for **Public Works:**

- (A) Acceptance of Quote and Issuance of Purchase Order with **Jeffrey Associates** in the amount of **\$17,134.00** (pursuant to Co-Stars 14-027) for upgraded playground swings at Cedar Creek Park; this project is funded by 2022 Hotel Tax.

Other Quotes Received:

| | |
|-------------------------|-------------|
| Sports & Rec Associates | \$18,600.00 |
| Game Time | \$18,344.55 |

Upon review and recommendation of James Albert, Sheriff and Melissa A. Guiddy, County Solicitor, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following item for the **Sheriff:**

- (A) Application for the “**NRA Foundation Teach Freedom Grant,**” in the amount of **\$5,000.00**, for the term January 1, 2023 through December 31, 2023, to provide education in the safe handling of firearms to individual who recently applied for and received concealed carry permit from the Westmoreland County Sheriff’s Office.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to approve the following items for **Westmoreland County:**

- (A) Extension of Builders Risk Insurance in the coverage amount of \$7,000,000.00 for a six-month period, through May 2, 2023 at the premium cost of **\$17,150.00** with **Seneca Specialty Insurance Company**

- (B) Professional Service Maintenance Agreement with **eDocs Technologies**, for maintenance on the OnBase Software for one year from September 21, 2022 through September 20, 2023, in the amount of **\$29,295.16** for the following departments at the following rates:

| Records Management | |
|---|--------------------|
| Named User Client Maintenance (2) | \$224.32 |
| Production Document Imaging Maintenance (8) | \$4,680.00 |
| OnBase Multi-User service License Maintenance (1) | \$1,560.00 |
| OnBase CD Authoring Maintenance (1) | \$195.00 |
| OnBase Web Server Maintenance (1) | \$1,950.00 |
| Public Sector Constituency Web Access Maintenance | \$790.00 |
| OnBase Document Import Processor Maintenance | \$975.00 |
| Clerk of Courts | |
| Named User Client Maintenance (2) | \$224.32 |
| Production Document Imaging Maintenance (9) | \$5,265.00 |
| OnBase Concurrent License Maintenance (3) | \$671.28 |
| OnBase Application Enabler Maintenance (1) | \$3,900.00 |
| Controller | |
| OnBase Concurrent License Maintenance (1) | \$223.76 |
| Production Document Imaging Maintenance (1) | \$585.00 |
| Sheriff | |
| Production Document Imaging Maintenance (3) | \$1,755.00 |
| Information Systems | |
| Production Document Imaging Maintenance (1) | \$585.00 |
| OnBase Concurrent License Maintenance (23) | \$5,146.48 |
| Jury Commission | |
| Ando Full Processing Station (1) | \$565.00 |
| Grand Total | \$29,295.16 |

Motion was made by Mr. Chew, seconded by Mrs. Cerilli Thrasher and it was unanimously agreed to adjourn the meeting at 9:05am

Certified by,

Gina Cerilli Thrasher, Esq.
Secretary