

January 11, 2018

A meeting of the Westmoreland County Commissioners met in regular session beginning at 10:10am on Thursday, January 11, 2018 in the Commissioners Public Meeting Room, Courthouse Square, Greensburg, PA. The following were present Chairman Gina Cerilli, Vice-Chairman Ted Kopas, Secretary Charles W. Anderson and County Solicitor Melissa A. Guiddy. The following business was conducted;

Pastor Jeff Wylie, Christ's Church, gave an invocation before the meeting and Commissioner Cerilli led the Pledge of Allegiance

Industrial Development Corporation Agenda

General Agenda

Motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve minutes of regular meeting held Monday, December 18, 2017 as presented

Opportunity for Public Comment

No Public Comment

Solicitors Report

Upon review and re commendation of Melissa A. Guiddy, County Solicitor, Kate Johnson, Administrator and Meghan McCandless, Director of Financial Administration, motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following item for **Area Agency on Aging:**

- (A) Amendment to Agreement with **Home Care Advantage, Inc.**, dated June 18, 2015 in the amount of **\$140,480.00 additional** (Aging Block Grant, New Total Agreement \$585,336.00) for **“Aging Services-Personal Care Services,”** for the term July 1, 2015 through June 30, 2018

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Dirk Matson, Administrator and Meghan McCandless, Director of Financial Administration, motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following items for **Behavioral Health / Developmental Services:**

- (A) Amendments to Agreements for the term July 1, 2017 through June 30, 2018:
 - (1) **Kepro Acquisitions, Inc.**, dated June 22, 2017 in the amount of **\$50,578.00 additional** (DHS \$49,400.00, County \$1,178.00; New Total Agreement \$1,715,031.00) for **“Intellectual Disabilities: HCQU XIX”**
 - (2) **Mental Health America of Southwestern PA**, dated May 25, 2017 in the amount of **\$27,550.00 additional** (DHS \$26,296.00, County \$1,254.00) for **“Behavioral Health: Step Up, Community Advocate, CS-CST, Rep Payee, CS-Family Support Group, CS-Ombudsman”**

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Shara Saveikis, Administrator and Meghan McCandless, Director of Financial Administration, motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following item for **Children’s Bureau:**

- (A) Agreements with the following for the term July 1, 2016 through June 30, 2017:
 - (1) **NHS Pennsylvania**, (MA, Title IV-E, Act 148, County) for “**Foster Care Plus, Therapeutic Foster Care, Respite Care,**” at the following per diem rates:
\$86.50 for Foster Care Plus
\$156.47for Therapeutic Family Care-MA
\$152.47for Therapeutic Family Care (Non MA)
\$93.00for Respite Care
 - (2) **Pressley Ridge**, (Title IV-E, Act 148, County, MA) for “**Residential, Treatment Foster Care, CRR,**” at the following per diem rates:
\$184.37 for Individual Residential TX
\$89.01for Treatment Foster Care
\$375.00 for Homeplaces Residential

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Tami S. Herrington, Deputy Court Administrator, motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following items for **Court Administrator:**

- (A) Agreements with the following licensed attorneys, for legal services representing persons for whom representation is required under the Public Defender Act, and where conflicts prohibit the Public Defender’s Office from doing so, for a term of twelve months beginning January 1, 2018, through December 31, 2018, with compensation in the amount of **\$22,500.00** plus reimbursement of authorized expenses, for handling up to 40 assigned cases:

Kenneth F. Noga

Victor G. Myers

Approval of these Agreements is contingent upon approval by the President Judge of the Westmoreland County Court of Common Pleas pursuant to 16 P.S. Sec. 9960.7.

- (B) Terminate Agreement with Brian Aston, Esquire, dated October 12, 2017, for legal services representing persons for whom representation is required under the Public Defender Act, and where conflicts prohibit the Public Defender’s Office from doing so.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Beth Lechman, Director, motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following items for the **Election Bureau**:

- (A) Rejection of Re-Bid for “**Printing & Furnishing of Candidates’ Specimen Voting Machine Ballots, Official Ballots, Election Supplies for the Special Election,**” (Bid 18-01) were requested for January 9, 2018:

William Penn Printing Rejected (No Bid Bond)

- (B) Revise specifications and authorize the County Controller to re-advertise for bids for “**Printing & Furnishing of Candidates’ Specimen Voting Machine Ballots, Official Ballots, Election Supplies for the Primary and General Election of 2018,**” (Bid 18-03), were opened on January 9, 2018:

William Penn Printing Rejected (No Bid Bond)

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and James Burgess, Chief Human Resource Officer motion was made by Mr. Anderson, seconded by Mr. Kopas and unanimously agreed to approve the following item for **Human Resources**:

- (A) New Hires, Resignations, Retirements and Termination:

New Hires

Patricia Chaplin – Registered Charge Nurse
Beth Dudley – Certified Nurse Aide
Sherry Williams – Certified Nurse Aide
Victoria Kernan – Juvenile Service Worker Temp
Meghan Simpson – Juvenile Service Worker Temp
Joseph Kasunic- Sheriff- Deputy Sheriff PT
Colton Unferdorfer - Sheriff- Deputy Sheriff PT
Debra Gruska- BHDS- MH Prog Spec I
Samantha Kindelberger- BHDS- MH Prog Spec I
Thomas Carnahan- Sheriff- Deputy Sheriff PT

Rehire

Allison Thiel- Courts/ Court Admin – Judicial Law Clerk

Resignations

Susanne Gramlich – Staff Nurse/LPN
Beth Siembieda – Cook
Samantha Swiantek – Custodian Trainee Temp
Tyler Mincin – Food Service Worker Temp
Ottilie Ritenour – Staff Nurse/LPN
Cole Harkins – Correction Officer P/T
Robert Kowalewski- Public Works- Maint Wkr III
Melissa Jacobs- Children’s Bureau- County Caseworker II
Jill Kowalewski- BHDS- MH Prog Spec I
Charles Wood- 911- Telecomm Ofcr Trainee Temp
Hannah Janiro Betton- Telecomm Ofcr Trainee Temp
Patrick Betton - Telecomm Ofcr Trainee Temp

Retirements

Joann Gornik – Switchboard Operator
Janet Laney- Dist Justice Ct 10-2-09 – Dist Just Secy II
Marla Wawrzyniak- Clerk of Courts- Office Clerk II/ Clerk of Courts

Terminations

Marianna Lang – Nurse Aide
Laura Wagner – Nurse Aide Temp
Samantha Koontz – Nurse Aide Temp

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Dirk Matson, Administrator and Meghan McCandless, Director of Financial Administration motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following items for **Human Services**

- (A) Agreements with the following for the term July 1, 2017 through June 30, 2018:
 - (1) **Westmoreland County Food Bank**, in the amount of **\$99,000.00** (No Cost to Westmoreland County; HSDF) for **“Volunteer Coordination”**
 - (2) **Westmoreland Community Action**, in the amount of **\$26,000.00** (No Cost to Westmoreland County; HSDF) for **“Permanent Supportive Housing Program”**

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and David Ridilla, Executive Director, motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following items for **Information Systems:**

- (A) Record Access Agreement for computer terminal access to Courthouse records as per fee schedule, effective the date of the Agreement through June 30, 2018, with automatic renewal, with the following and authorize the Executive Director of Information Systems to execute contract documents on behalf of the County:

Ken Rader & Company
Mark M. Seibel

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Roland Mertz, Director and Meghan McCandless (item A) motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following items for **Public Safety:**

- (A) Application with **Pennsylvania Emergency Management Agency**, in the amount of **\$89,120.31** (County Match \$89,120.31) for “**FFY 2018 Emergency Management Performance Grant (EMPG) Program,**” for the term October 1, 2017 through September 30, 2018
- (B) Maintenance Agreement with **Hexagon Safety & Infrastructure**, in the amount of **\$7,068.60** for “**Integrph Business Intelligence Director-CAD Bundle,**” for the term March 1, 2018 through February 28, 2019
- (C) Software Maintenance Agreement with **Hexagon Safety & Infrastructure**, in the amount of **\$206,399.76** for the Computer Aided Dispatch (CAD) Software to provide software support to the dispatch equipment and software for the Communications Room for a term of one (1) year, beginning February 1, 2018 through January 31, 2019.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Greg McCloskey, Director, and Malcolm Sias, Parks & Recreation (item A) and Henry Fitz, County Engineer (item B) motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following items for **Public Works:**

- (A) Agreement with **Christine Davis Consultants, Inc.**, a registered professional archeological firm, to provide a “**Phase 1 Archaeological Survey and Report**” compliant with PA State Historic Preservation Office (SHPO) standards for the Cedar Creek Park Rehabilitation – Phase 2 project in the amount of **\$5,250.00**
- (B) ECMS Contract #101917 with **Plum Contracting, Inc.**, in the amount of **\$831,568.00** for the “**Beaver Run Bridge Replacement Project,**” the concurrence to award the contract was approved at the December 18, 2017 Commissioners Public Meeting and further authorize Greg P. McCloskey, Director of Public Works and the Westmoreland County Solicitor’s Office to electronically execute this contract in the PA DOT ECMS system. This project is funded 80% Federal, 15% State and 5% Local (Act 13).

Upon review and recommendation by Melissa A. Guiddy, County Solicitor and Deborah T. Chiado, Director, motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following items for the **Tax Office:**

- (A) Sale of the following properties from the Repository of Unsold Properties pursuant to Section 627 of the Real Estate Tax Sale Law (72 P.S. §5860.627):

<u>Date</u>	<u>Map Number</u>	<u>Location</u>	<u>Bid Amount</u>
12.12.17	24-03-11-0-335	City of New Kensington	\$3,763.50
12.12.17	24-05-03-0-147	City of New Kensington	\$1,376.00
12.20.17	56-05-00-0-003	Rostraver Township	\$1,372.00

Upon review and recommendation of Melissa A. Guiddy, County Solicitor motion was made by Mr. Kopas seconded by Mr. Anderson and unanimously agreed to approve the following items (A through D and F through I) for **Westmoreland County**:

- (A) County Mileage Reimbursement Rate to the I.R.S. approved maximum rate of **.545 cents per mile** effective January 1, 2018, for calendar year **2018**, for union and non-union County employees.
- (B) Certification of County Funds for the **Agricultural Land Preservation Program** in the amount of **\$200,000.00** for the program year 2018
- (C) Westmoreland County Purchasing Manual with the following updates for 2018;
 - Sections 2.07, 5.00, 5.01A, 5.01B and 10.05 Thresholds for Mandatory Quotes and Bids: Increase to \$10,900.00 & \$20,100.00
- (D) Professional Services Agreement with **Boss Controls**, to provide a turn-key managed energy savings program; Boss Controls will provide and deploy up to 83 Boss Control Smart Plugs with its own IoT internet service. Boss Controls will collect 100% of the annual savings until such time as the devices are paid in full and then the County and Boss Controls will split the annual savings equally for the continued management of the energy savings program.
- (F) **Stipulation of Settlement** in tax assessment appeal of **Norwin School District** of property owned by **Donato and Diane Pasquarelli in the Township of North Huntingdon, Westmoreland County** No. 6542 of 2013 for the tax years 2014-2018.

Tax Map No. 54-11-02-0-081

<i>Year</i>	<i>Proposed Market Value</i>	<i>Resulting Assessment</i>
2014	\$500,000.00	\$107,000.00
2015	\$500,000.00	\$96,500.00
2016	\$500,000.00	\$99,000.00
2017	\$500,000.00	\$86,500.00
2018	\$500,000.00	\$81,000.00

Taxes for the year noted above are to be determined upon the foregoing assessment values. The County Solicitor shall be authorized to execute Court documents to implement such settlement.

- (G) **Stipulation of Settlement** in tax assessment appeal of **International Myopia Prevention Association, owner of property in Ligonier Township**, at No. 5694 of 2016 for the tax year 2017. The assessed value shall be determined by applying the common level ratio established by the State Tax Equalization Board.

Tax Map No. 51-17-00-0-170

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2017	\$110,000.00	17.3%	\$19,035.00

Tax Map No. 51-17-00-0-331

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2017	\$260,000.00	17.3%	\$44,975.00

Taxes for the year noted above are to be determined upon the foregoing assessment values. The County Solicitor shall be authorized to execute Court documents to implement such settlement.

- (H) **Stipulation of Settlement** in tax assessment appeal of **Felix J. Szymjowiak, owner of property in St. Clair Township**, No. 5815 of 2016 for the tax year 2017. The assessed value shall be determined by applying the common level ratio established by the State Tax Equalization Board.

Tax Map No. 60-03-00-031

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2017	\$452,080.00	17.3%	\$78,210.00

Tax Map No. 60-03-00-0-031-69-001

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2017	\$54,798.00	17.3%	\$9,480.00

Tax Map No. 60-03-00-0-035

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2017	\$863,121.00	17.3%	\$149,320.00

Taxes for the year noted above are to be determined upon the foregoing assessment values. The County Solicitor shall be authorized to execute Court documents to implement such settlement.

- (I) **Stipulation of Settlement** in tax assessment appeal of **Leghorn Golf Group, LLC , owner of property in Hempfield Township**, No. 5940 of 2015 for tax years 2016 and 2017. The assessed value shall be determined by applying the common level ratio established by the State Tax Equalization Board.

Tax Map No. 50-09-00-0-029

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2016	\$1,486,000.00	19.8%	\$294,228.00
2017	\$1,486,000.00	17.3%	\$257,080.00

Tax Map No. 50-14-00-0-016

<i>Year</i>	<i>Proposed Market Value</i>	<i>STEB Ratio</i>	<i>Resulting Assessment</i>
2016	\$514,000.00	19.8%	\$99,200.00
2017	\$514,000.00	17.3%	\$88,920.00

Taxes for the year noted above are to be determined upon the foregoing assessment values. The County Solicitor shall be authorized to execute Court documents to implement such settlement.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor motion was made by Mr. Anderson seconded by Ms. Cerilli, with Mr. Kopas voting “Nay”, motion passes to approve the following item for **Westmoreland County:**

- (E) Second Amendment to Agreement with **Felice Associates, Inc.** dated January 9, 2014 to extend the Agreement for a one year term from February 3, 2018 through February 2, 2019, with automatic renewal for one (1) additional term of one (1) year, unless either party gives written notice of non-renewal to the other party at least sixty (60) days prior to February 2, 2019. The Agreement remains subject to termination upon sixty (60) days advance written notice. The fee for the February 3, 2018 through February 2, 2019 term shall be decreased to \$191,000.00 payable in eleven monthly installments of \$15,916.66 and one monthly installment of \$15,916.74 with the automatic renewal term to increase to the current rate of \$216,000.00 per year payable in monthly installments of \$18,000.00.

Upon review and recommendation of Melissa A. Giddy, County Solicitor and John Austin, Administrator motion was made by Mr. Anderson seconded by Mr. Kopas and unanimously agreed to approve the following items for **Westmoreland Manor**:

- (A) Agreement with **Westmoreland County Community College, Workforce Development Department**, for **“Nurse Aide Training Program,”** in the amount of **\$8,720.00** for ten participants for the term January 23, 2018 through March 7, 2018. The training will be held at the Westmoreland County Community College Youngwood Campus.
- (B) Westmoreland Fair Sponsorship Agreement with **Westmoreland Agricultural Fair Association**, for Westmoreland Manor for the 2018 Westmoreland Fair, August 17-25, 2018, in the amount of **\$1,500.00**
- (C) Professional Services Agreement with **KTH Architects**, for **“Air Handler Replacement,”** (which includes survey existing site, provide mechanical and electrical engineering, prepare drawings and specifications, participate in design review meetings) in the amount not to exceed **\$75,000.00, plus reimbursables not to exceed \$10,000.00**
- (D) Nursing Facility Agreement with **In Home Health, LLC d/b/a Heartland Home Health Care & Hospice** for **“Routine Hospice Services”** for Westmoreland Manor residents, for a period of one-year commencing January 1, 2018 and shall renew automatically unless terminated by either party with thirty (30) days written notice. Hospice does not pay the facility for these services, Westmoreland Manor would either bill Medicaid for room and board or the resident’s third party coverage.
- (E) General, Inpatient and Respite Care, Skilled Nursing Facility Agreement with **In Home Health, LLC d/b/a Heartland Home Health Care & Hospice** for **inpatient and respite care services** for a period of one-year commencing January 1, 2018 and shall renew automatically unless terminated by either party with thirty (30) days written notice, with payment at the following per diem rates for Medicare or Medicaid hospice patients:

Inpatient Care	\$400.00
Respite Care	\$130.00

Recommended by John Austin, Administrator

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Upon review and recommendation of Melissa A. Giddy, County Solicitor motion was made by Mr. Anderson, seconded by Mr. Kopas and unanimously agreed to approve the following items of **Miscellaneous Business**:

- (1) Amendments to the **2017 and 2018 Budgets** for the Department of Financial Administration, as prepared by Meghan McCandless, Director of Financial Administration
- (2) **Appointments/Reappointments**
 - (A) Reappointment the following individuals to the Westmoreland County Parks & Recreation Citizens Advisory Board for a three year term, January 1, 2018 through December 31, 2020:

Betsy Aiken James Menhorn Theresa Gay Rohall

- (B) Appoint the following individuals to the Westmoreland County Parks & Recreation Citizens Advisory Board for a three year term, January 1, 2018 through December 31, 2020:

Cary Bohl Mandy Zalich Joseph S. Tarara (Jay)

- (C) Accept resignation of Richard Druschel's resignation from the Westmoreland County Parks and Recreation Citizens Advisory Board and appointing John Ward to fill Mr. Druschel's unexpired term, which continues until December 31, 2018.

- (D) Appoint Malcolm Sias to the Board of the Regional Train Corporation for a three year term, January 1, 2018 through December 31, 2020

- (E) Appoint the following individuals to the Westmoreland County Local Art Grant Advisory Council for a term of on year, January 1, 2018 through December 31, 2018:

Betty Hammer Mark Jackson Michele Clarke Barbara Ferrier
Linda Morlacci Jan Christiansen Lauren Jones

- (F) Appoint the following individuals to the Westmoreland County Local Emergency Planning Committee:

Scott Stepanovich (Group 4) Brian Feist (Group 7)

- (G) Reappoint the following individuals to the Westmoreland County Industrial Development Authority, for a term of five years, beginning December 1, 2017:

Terry Painter Tony Pauly

- (H) Appoint Ms. Vicki Loucks to the Westmoreland-Fayette Workforce Development Board to fill the unexpired term of Ms. Lillian Jackson, through June 30, 2020.

- (I) Reappoint Sean Kertes to the SPC Public Participation Panel for a term one year, through December 31, 2018.

(3) **Proclamation**

"Eagle Scout - Douglas Alan Trout Jr."

Motion was made by Mr. Anderson, seconded by Mr. Kopas, and it was unanimously agreed to adjourn the meeting at 10:26am

Certified by,

Charles W. Anderson
Secretary