

December 6, 2018

A meeting of the Westmoreland County Commissioners met in regular session beginning at 10:04am on October 18, 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;

Father Salvatore Lamendola, pastor, partner parishes of St. Joseph, Derry & St. Martin, New Derry 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 November 15, 2018, as presented

Opportunity for Public Comment

No Public Comment

Solicitors Report

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

- (A) Amendment to Agreement with **Westmoreland Community Action**, dated July 21, 2018 in the amount of **\$5,000.00 additional** (No Cost to Westmoreland County; 50% State, 50% Federal; New Total Agreement \$96,809.00) for “**Aging Services-Link to Aging & Disability Resources,**” for the term July 1, 2018 through June 30, 2019
- (B) Amendment to Agreement with **Westmoreland Manor**, dated April 12, 2018 in the amount of **\$10,385.20 additional** (No Cost to Westmoreland County, Department of Aging Block Grant; New Total Agreement \$23,366.70) for “**Aging Services-Emergency Admissions Services,**” for the term July 1, 2018 through June 30, 2019
- (C) Memorandum of Understanding with **Westmoreland County District Attorney’s Office/County Detectives and Local Police Department and The Blackburn Center** to collaborate for the Office of Victim Witness Abuse in Later Life Program Enhanced Training & Services to End Abuse Later in Life Grant

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

- (A) Agreement with **Positive Steps Therapy, LLC**, in the amount of **\$48,500.00** (DHS \$43,650.00, County \$4,850.00) for “**Early Intervention: Evaluation (Physical Therapy, Occupational Therapy, Special Instruction, Speech Pathology,**” for the term July 1, 2018 through June 30, 2019
- (B) Amendments to the following Agreements for the term July 1, 2018 through June 30, 2019:
 - (1) **Mental Health America of Southwestern PA d/b/a Mental Health America of Westmoreland County**, dated June 21, 2018 in the amount of **\$15,000.00 additional** (DHS \$14,288.00, County \$712.00; New Total Agreement \$594,635.00) for “**Behavioral Health: Step Up, Community Advocate, CS (CST, Ombudsman, Family Support/Advocacy) Rep Payee**”
 - (2) **Pediatric Therapy Professionals, Inc.**, dated July 12, 2018 in the amount of **\$5,500.00 additional** (DHS \$4,950.00, County \$550.00; New Total Agreement \$7,576.00) for “**Early Intervention: Speech Pathology, Physical Therapy, Occupational Therapy, Special Instruction**”
- (C) Amendment to Agreement with **Passavant Memorial Homes, Inc.**, in the amount of **\$18,144.00 additional** (DHS \$17,318.00, County \$826.00; New Total Agreement \$1,265,123.00) for “**Behavioral Health/Intellectual Disabilities: Companion Services Level 2, In-Home & Community Supports Level 2, CPS Cmnty, Long Term Structured Residential,**” for the term July 1, 2017 through June 30, 2018

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

- (A) Letter of Understanding with **Mazzitti & Sullivan EAP Services** for “**On-Site Support Service,**” at the rate of **\$150.00/hour**
- (B) Agreement with **NHS Pennsylvania (Merakey) (MA, Title IV-E, Act 148, County)** for “**Foster Care Plus, Therapeutic Foster Care, Respite Care,**” for the term July 1, 2017 through June 30, 2018, at the following per diem rates:
 - \$86.50 for Foster Care Plus**
 - \$156.47for Therapeutic Family Care MA**
 - \$156.47 for Therapeutic Family Care-Non MA**
 - \$93.00 for Respite Care**

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

- (A) Therapy Dog/Handler Agreements with the following individuals for Westmoreland County court proceedings:

Chris Simpson	Mary Louise Silva	Judy Broome	Jan Mallak	Linda Cerutti
Frank P. Mallak, Sr.	Vicki A. Kasa	Yina R. Chahin		Lucy McGinn
Kathleen Galembush	Doris J. Kurinko	Anita L. Ulishney		Christine DeMarcki

Approval of these Agreements is contingent upon approval by the President Judge of the Westmoreland County Court of Common Pleas; final approval subject to Solicitor review

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

- (A) Agreement with **three+one** to provide consulting services for investment management services RFP and RFI for electronic transaction services in the amount of **\$7,900.00**

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Eric Glod, Senior Coordinator motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following item for **Geographical Information Systems:**

- (A) Professional Services Agreement with **Geograph IT**, to provide “**On-Call Technical GIS Support Services,**” through December 31, 2019 in an amount not to exceed **\$9,000.00**

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Amanda Bernard, Director motion was made by Mr. Kopas, seconded by Mr. Anderson and it was unanimously agreed to approve the following item for **Human Resources:**

(A) Personnel Actions:

New Hires

Lexy Muzina-Nurses Aide Trainee Temp
Jane Ritenour-Nurses Aide Temp
Dustin Miller-Nurses Aide Temp
Tiffani Ohler-Nurses Aide Temp
Susan Fekete-Casual RN
Christy Allums-RN
Amber Britt-Nurses Aide Temp
Richard Fender-Planning- Planning Coordinator
Chelsea Crewe-Children's Bureau- County Caseworker I

Resignations

Tiffany Boone – Nurses Aide
Megan Koring – Food Svc Wkr Temp
Samantha Kunkle – Nurse Aide Temp
Matthew McKinnon- Coroner- Extra Coroner Temp
Jacob Boord- Parks- Maint Aide Temp

Terminations/End of Temp Employment

Tara Hodge – Nurses Aide Temp

Retirements

Larry Yonish Sr. – LPN
Terri Pardus – Director of Case Management
Marjorie Shetler – Lead Switchboard Operator
Beverly Lewis – Custodian
Henry Dombroske- AAA- Administrative Assistant

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and Scott Ross, Director motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following item 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, 2019, with automatic renewal, with the following and authorize the Director of Information Systems to execute contract documents on behalf of the County:

- Arrow Land Solutions LLC

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

- (A) Amendment to December 15, 2016 Agenda item (9)(A) under Planning to reflect that the parties to the Addendum to the County Cooperation Agreement include the County, Rostraver Township, Vale Vista Associates West Municipal Road, LLC, AMSTRA, LLC and RWS Land Development Company, Inc.

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

- (A) Agreements with **Intelligent Electronic Systems, LLC** for “**Fire Alarm Testing,**” for the term November 1, 2018 through October 31, 2021, for the following locations at the rates listed below:
 - **Public Works Building** at the rate of **\$540.00/year**
 - **Public Works Vehicle Storage Building** at the rate of **\$185.00/year**
 - **Donohoe Center** at the rate of **\$500.00/year**
 - **J. Roy Houston Conservation Center** at the rate of **\$350.00/year**
- (B) Issuance of Purchase Order with **Pete Jeffrey & Associates**, for “**Stainless Steel Hill Slides (2),**” in the amount of **\$218,331.00** and “**Slide Installation,**” in the amount of **\$17,080.00;** the purchases are pursuant to Co-Stars 14-027; for Mammoth Park
- (C) Addendum to Professional Services Agreement with **Environmental Planning & Design, LLC**, dated February 22, 2018 for “**Design, Engineering & Permitting-Mammoth Park Rehabilitation-Phase I,**” in the amount of **\$6,700.00 additional** (New Total Agreement \$47,244.00)

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

- (A) Extend Agreement with **Galls, LLC.**, dated November 16, 2017 for “**Uniforms for Westmoreland County-Sheriff Department,**” (Bid 17-54), for an additional one year term, January 1, 2019 through December 31, 2019; this is the first of two one-year extensions

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Matt Zamosky, Director and the Department of Financial Administration motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve the following item for **Veteran’s Affairs:**

- (A) Grant Application to **2018-19 Veterans’ Trust Fund** in the amount of **\$2,500.00** (No Cost to Westmoreland County) for “**Veteran Outreach Initiatives/Veterans’ Court – PTSD, Housing, Mental Health, Resource Material**”

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 for **Westmoreland County:**

- (A) Extend Lease Agreement with **3V Property Management, LLC** (previously CSNJ Realty, LLC), dated December 22, 2010 for an additional five (5) year term, January 1, 2019 through December 31, 2023 in the amount of **\$1,690.00/month;** for space located in New Kensington for Adult Probation & Juvenile Probation
- (B) Amendment to Professional Services Agreement with **Campbell, Durrant, Beatty, Palombo & Miller, P.C.**, dated February 24, 2011 to provide that the travel time to and from and within Westmoreland County will not be billed and to amend the hourly rates as follows:

Principal	\$190.00 per hour
Senior Associate	\$165.00 per hour
Associate	\$155.00 per hour
Paralegal and Law Clerk	\$115.00 per hour
- (C) Westmoreland County Purchasing Manual with the following updates for 2019;
 - Sections 2.07, 5.00, 5.01A, 5.01B and 10.05 Thresholds for Mandatory Quotes and Bids: Increase to \$11,100.00 & \$20,600.00

Upon review and recommendation of Melissa A. Guiddy, 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) Change Order #1 to Agreement with **Santamaria Landscape & Cement Contractors, Inc.**, for **“Westmoreland Manor Curb Replacement & Concrete Repair Project,” (Bid 18-26)**, dated August 16, 2018 to extend the completion date to April 30, 2019 (no additional cost)

* * * * *

Upon review and recommendation of Melissa A. Guiddy, 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 **2018 Budget** for Westmoreland County, as prepared by the Department of Financial Administration
- (2) **Appointments/Reappointments**
 - (A) Appoint the following individuals to the **Westmoreland County Local Arts Grant Advisory Council**, for a one year term, January 1, 2019 through December 31, 2019:

Betty Hammer	Mark Jackson	Barbara Ferrier	Linda Morlacci
Jan Christiansen	Linda Bires	Diane Conway	Lauren Jones
 - (B) Reappoint the following individuals to the **Westmoreland County Parks & Recreation Citizens Advisory Board**, for a three year term, January 1, 2019 through December 31, 2021:

Ann Nemanic	John Ward	Harriet Ellenberger	Nancy Kukovich
Al Kozusko	Robert Keeler	Robert Myers	
 - (C) Appoint Linda Boxx to the **Regional Trail Corporation**, January 1, 2019 through December 31, 2021

- (D) Reappoint Dennis Kennedy to the **Westmoreland County Industrial Development Authority**, for a term of five years, December 1, 2018 through November 30, 2022
- (E) Appoint John Kline to the **Westmoreland County Industrial Development Authority**, for a term of five years, December 1, 2018 through November 30, 2022
- (F) Appoint Fred Slezak, Farmer Director, to the **Westmoreland County Conservation District**, for a term of four years, January 1, 2019 through December 31, 2022
- (G) Appoint Kim Edward Miller, Farmer Director, to the **Westmoreland County Conservation District**, for a term of four years, January 1, 2019 through December 31, 2022
- (H) Appoint Commissioner Ted Kopas, to the **Westmoreland County Conservation District**, for a one year term, January 1, 2019 through December 31, 2019

(3) **Proclamations**

Step Up Westmoreland to Improve School Safety
Greensburg Civic Theatre 67th Anniversary Gala

(4) **Certificates of Appreciation**

Ray Mitchell	Marty Grosely
Bob Joseph	Marty Pattyn
Al Birch	Sam Wagner

Motion was made by Mr. Anderson, seconded by Mr. Kopas, and it was unanimously agreed to adjourn the meeting at 10:13am

Certified by,

Charles W. Anderson
 Secretary