

## February 18, 2016

A meeting of the Westmoreland County Commissioners met in regular session beginning at 10:08am 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 Clarke Lauffer**, Calvary Chapel of Westmoreland County, gave an invocation before the meeting and Commissioner Cerilli led the Pledge of Allegiance

### GENERAL AGENDA

Motion was made by Mr. Anderson, seconded by Mr. Kopas and it was unanimously agreed to approve minutes of the regular meeting held Thursday, January 28, 2016, as presented with correction to item 6, A, Human Services with the amount of funds to distributed from fiscal year 2014-2015 to fiscal year 2015-2016 to be in the amount of \$218,000.00 and further correct the amount of the allocation for Westmoreland County BH/DS using Paula Teacher & Associates from \$101,300.00 to \$75,478.00

### OPPORTUNITY FOR PUBLIC COMMENT

*No Public Comment*

### SOLICITORS REPORT

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. Anderson, seconded by Mr. Kopas and unanimously agreed to approve the following items for **Children's Bureau**:

- (A) Agreements for the term July 1, 2015 through June 30, 2016:
  - (1) **NEVEAH, INC.**, Greensburg, PA (**TANF, Act 148, County**) for “**Counseling Services**,” as per the fee schedule provided in the agreement
  - (2) **ADELPHOI VILLAGE, INC.**, Latrobe, PA (**TANF, County, Act 148**) for “**Day Treatment**,” at the following per diem rates:
    - \$70.00 for Day Treatment Regular School Year**
    - \$110.00 for Day Treatment Regular Non School Year**
  - (3) **ADELPHOI EDUCATION, INC.**, Latrobe, PA (**TANF, County, Act 148**) for “**Day Treatment**,” at the following per diem rates:
    - \$70.00 for Day Treatment Regular School Year**
    - \$110.00 for Day Treatment Regular Non School Year**

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

- (A) Application to **ADMINISTRATIVE OFFICE OF PENNSYLVANIA COURTS** for Court Interpreter Services Grant, Application of Language Access Reimbursable Costs in the amount of **\$5,016.54** and designate signature authority to the Chairman of the Board of Commissioners.
- (B) 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 ten months beginning March 1, 2016, through December 31, 2016, with compensation in the amount of **\$18,750.00** plus reimbursement of authorized expenses, for handling up to 33 assigned cases:

Timothy C. Andrews, Greensburg, PA  
Timothy Paul Dawson, Adamsburg, PA  
Valerie Veltri, Natrona Heights, PA  
Brian D. Aston, Greensburg, PA  
James Matthew Fox, Greensburg, PA  
Michael E. DeMatt, Greensburg, PA  
Emily Smarto, Greensburg, PA  
Amy L. Keim, Latrobe, PA  
Patricia Lynn Elliott, Greensburg, PA

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.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, John Peck, District Attorney, Amy Garris, Victim/Witness Coordinator and Meghan McCandless, Director of Financial Administration motion was made by Mr. Anderson, seconded by Mr. Kopas and unanimously agreed to approve the following item for **District Attorney/Victim/Witness Services:**

- (A) Acceptance of Grant Funds in the amount of **\$125,000.00** (for the third year of a three year application) from **PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY** under the **Stop Violence Against Women Act (VAWA)** grant for the "**Total Response Project**"(No Cost to Westmoreland County), for the project period of January 1, 2016 through December 31, 2016.

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 unanimously agreed to approve the following items for **Election Bureau:**

- (A) Bids for “**Transporting Voting Equipment,**” (Bid 16-03), were opened on February 2, 2016:

Central Van & Storage	\$35,200.00
Ryan Moving LLC	\$38,956.00
McNaughton Bros Inc.	\$75,848.00

Award bid to **CENTRAL VAN & STORAGE**, Washington, PA being the lowest bidder and meeting specifications in the amount of **\$35,200.00**

- (B) Bids for “**Ballots & Supplies for Primary & Municipal Elections**” (Bid 16-04), were opened on February 2, 2016:

<b>William Penn Printing</b>	
<b>Group I</b>	without bond \$26,165.50 with bond \$26,565.60
<b>Group II</b>	without bond \$29,744.00 with bond \$30,14400

Award bid to **WILLIAM PENN PRINTING**, Pittsburgh, PA, being the only bidder and meeting specifications in the amount of **\$26,165.50 for Group I** and **\$29,744.00 for Group II**, it is recommended that the Performance Bonds not be required for this contract, based upon satisfactory past experience with this vendor.

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

- (A) Rescind Agreement with **GEOGRAPH IT**, Lancaster, PA to provide “**On-Call Technical GIS Support Services,**” dated January 28, 2016
- (B) Professional Services Agreement with **EBA Engineering, Inc.** Lancaster, PA to provide “**On-Call Technical GIS Support Services,**” through December 31, 2016 in an amount not to exceed **\$9,000.00**

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

- (A) Agreements for the term July 1, 2015 through June 30, 2016:
- (1) **UNITED WAY OF WESTMORELAND COUNTY**, Greensburg, PA in the amount of **\$10,000.00** (No Cost to Westmoreland County, Human Services Development Fund Block Grant), for “**2-1-1**”
  - (2) **BIG BROTHERS/BIG SISTERS OF THE LAUREL REGION**, Greensburg, PA, in the amount of **\$1,104.00** (No Cost to Westmoreland County, Human Services Development Fund Block Grant), for “**School Based Mentoring**”
  - (3) **BIG BROTHERS/BIG SISTERS OF THE LAUREL REGION**, Greensburg PA in the amount of **\$3,905.00** (No Cost to Westmoreland County, Human Services Development Fund Block Grant), for “**Community Based Mentoring**”
  - (4) **UNION MISSION OF LATROBE, INC.**, Latrobe, PA in the amount of **\$1,250.00** (No Cost to Westmoreland County, Human Services Development Fund Block Grant), for “**Case Management & Emergency Services**”
  - (5) **CONNECT, INC.**, Charleroi, PA in the amount of **\$1,250.00** (No Cost to Westmoreland County, Human Services Development Fund Block Grant), for “**Case Management: Emergency Shelter**”
  - (6) **FAMILY SERVICES OF WESTERN PA**, Pittsburgh, PA in the amount of **\$7,000.00** (No Cost to Westmoreland County, Human Services Development Block Grant), for “**Children & Youth Counseling**”

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 unanimously agreed to approve the following items for **Information Systems**:

- (A) Record Access Agreements for computer terminal access to Courthouse records as per fee schedule, commencing according to the date specified in each agreement and ending on November 30, 2016, with automatic renewal, with the following and authorize the Executive Director of Information Systems to execute contract documents on behalf of the county:
  - 1) Palm Bargain Houses, LLC, Hannastown, PA
  - 2) Greenstein Family Law Services, P.C., Pittsburgh, PA
  - 3) Sharon L. Wigle, Attorney at Law, Latrobe, PA
  - 4) REALSTAT, Inc., Chester Springs, PA
  
- (B) Amendment to Agreement with **LINK COMPUTER CORP**, dated November 19, 2015 in the amount of **\$8,760.00** for “**Setup & Configuration of Cisco Services**,” with approval by the County for the services to be performed by **KBZ COMMUNICATIONS, INC.**, Doylestown, PA, in accordance with its Statement of Work dated December 21, 2015, all other terms and conditions remaining the same.

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

- (A) **Resolution #R-8-2016** amending FY 2015 of the County’s Community Development Block Grant (CDBG) program.

**RESOLUTION #R-8-2016**

WHEREAS, the Westmoreland County Board of Commissioners find it necessary to make amendments to the Federal Fiscal Year 2015 Westmoreland County Community Development Block Grant Program.

WHEREAS, the Board of Commissioners in full accordance with guidelines set forth in the officially adopted Citizen Participation Plan for the County of Westmoreland, adopted January, 1975 and revised July, 2006, have determined that the proposed amendment is not a substantial change and therefore does not require notification to the public of intent to amend said CDBG Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Westmoreland that the amendment as described on the attached summary are hereby in all respects approved.

- (B) Subrecipient Agreement. Funding is provided by the U.S. Department of Housing and Urban Development (HUD) through its Community Development Block Grant Program.

SUBRECIPIENT	ACTIVITY CODE	ACTIVITY DESCRIPTION	ACTION TAKEN
Union Mission of Latrobe, Inc.	15-35A	Public Services	+\$14,000.00

- (C) Subrecipient Agreement with Westmoreland County Land Bank for operation of the Westmoreland County Homeownership Program in which the Land Bank will acquire, rehabilitate and sell five (5) homes to households meeting certain income requirements. The agreement authorizes \$40,000.00 in 2015 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) grant funding and \$126,400.00 in matching Affordable Housing Trust funds (PA Act 137).

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and John Walton, Warden motion was made by Mr. Anderson seconded by Mr. Kopas, with Ms. Cerilli opposed, motion passes to approve the following item for **Prison:**

- (A) Agreement with **CHAPLAIN JAMES BADAMO**, Elizabeth, PA to provide religious services to the inmate population at the Westmoreland County Prison, in the amount of **\$18,500.00** from the (**Inmate Welfare Fund - No Cost to Westmoreland County**), for a period of one year commencing March 1, 2016 through February 28, 2017.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor and John Walton, Warden motion was made by Mr. Anderson, seconded by Mr. Kopas and unanimously agreed to approve the following item for **Prison:**

- (B) Technical Service Support Agreement with **PHYSIO-CONTROL INC.**, Redmond, WA, for On Site Preventative Maintenance LifePak 1000 Service Automated External Defibrillator at the rate of **\$1,587.00**, for the period of December 30, 2015 through December 29, 2016.
- (C) Extension of Commissary Network Agreement with **KEEFE COMMISSARY NETWORK, LLC**, dated March 24, 2011 for “**Commissary Services,**” to extend the agreement for an additional 2 year period, March 24, 2016 through March 24, 2018 and increase the commission rate from 30% to 31%, either party shall have the right to terminate the agreement upon 90 days advance written notice.

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

- (A) **EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) ANNUAL SUBMISSION with The Pennsylvania Emergency Management Agency** in the amount of **\$90,213.64** (In-Kind County Match of \$90,213.64) for the term October 1, 2015 through September 30, 2016. The request includes reimbursement for the Director and Administrative Officer positions.
- (B) Memorandum of Agreement with **FEDERAL EMERGENCY MANAGEMENT AGENCY INTEGRATED PUBLIC ALERT & WARNING SYSTEM (IPAWS)**, regarding the use of Westmoreland County Department of Public Safety Interoperable Systems and IPAWS OPEN Platform for Emergency Networks and authorize the Director of Westmoreland County Department of Public Safety to execute the document on behalf of the County.
- (C) Amend an agenda item with **MOTOROLA SOLUTIONS**, dated May 15, 2014 to replace the word “Agreement” with “Purchase Order” for **“Premier MDC Message Switch Modifications,”** in the amount of \$54,399.00. All other details remain the same.
- (D) Agreement with **MCI WORLDCOM d/b/a VERIZON BUSINESS** pursuant to State Contract #4400006326 for Verizon Telecommunication Managed Services (Phone) specified in the state contract per usage which will be invoiced monthly as per the prices listed in the Co-Stars Catalog, effective February 18, 2016 through October 30, 2016
- (E) Memorandum of Understanding with **PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY**, to store specific PEMA equipment at Westmoreland’s Regional Special Operations Center located on the grounds of the Arnold Palmer Regional Airport and authorize the Director of Westmoreland County Department of Public Safety to execute the document on behalf of the County.

Upon review and recommendation of Melissa A. Guiddy, County Solicitor, Greg McCloskey, Director, Malcolm Sias, Parks & Recreation (items A-D) and Henry Fitz, County Engineer (items E & F) 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 **SKELLY & LOY**, Pittsburgh, PA for “**Phase I Environmental Site Assessment**,” on a parcel containing 28.3 acres, owned by Judith Ann & Frank Zimmaro, Tax Map No. 56-10-00-0-050, located in Township of Rostraver in the amount of **\$1,250.00**. (Reimbursed by PA DCNR Grant Funds in combination with Westmoreland County Land Trust Funds)
- (B) Professional Services Agreement with **J.T. SAUER & ASSOCIATES, LLC**, Burgettstown, PA to “**Develop Master Site Plan**,” for a section of Mammoth County Park in the amount of **\$13,053.50**. (Half of the funding for the project will be provided by the Westmoreland County Parks & Recreation Citizens Advisory Board)
- (C) Agreement with **PROFESSIONAL REAL ESTATE APPRAISAL SERVICES**, Greensburg, PA to provide “**Self-Contained Appraisal Report**,” on a parcel containing 28.3 acres, owned by Judith Ann & Frank Zimmaro, Tax Map No. 56-10-00-0-050, located in Township of Rostraver in the amount of **\$1,500.00**. (Reimbursed by PA DCNR Grant Funds in combination with Westmoreland County Land Trust Funds)
- (D) Online Registration & Servicing Agreement with **CIRILIAN, INC., d/b/a REC-1**, Alpharetta, GA to provide “**Software for Online Registration & System Maintenance**,” for the Westmoreland County Bureau of Parks & Recreation. Cirilian Inc., will charge 1% per registration fee to provide this service, subject to a minimum monthly service fee of \$50.00. Agreement is terminable at will upon 30 days written notice. Final approval is contingent upon solicitor review.
- (E) Professional Services Contract with **TRAFFIC SYSTEMS & SERVICES**, Pittsburgh, PA for “**Preventative and/or Response Maintenance**,” for six traffic signal installations permitted to, owned & operated by Westmoreland County and two flashing warning devices permitted to Westmoreland County owned by & operated by the Regional Trail Corporation, for the term March 1, 2016 through February 28, 2018. This agreement is programmed through the Liquid Fuels Fund Account and the Regional Trail Corporation.
- (F) Change Order #1 to Agreement with **SWANK CONSTURCTION CO., LLC**, dated August 13, 2015 for “**Center Highway Retaining Wall 3**,” (**Bid 15-33**) in the amount of **\$94,316.35 deduction** (Addition of \$11,695.95, Deduct of \$106,012.30; Total Agreement \$466,683.65). This project is funded with 2013 Bond Project Funds & Liquid Fuels Funds.

Upon review and recommendation of 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 **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>
1.28.16	14-01-12-0-322	City of Jeannette	\$1,206.50
1.28.16	24-01-16-0-116	City of New Kensington	\$994.00
2.16.16	52-09-05-0-291	Loyalhanna Township	\$1,090.00
2.17.16	58-07-00-0-074	Sewickley Township	\$935.00

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 for **Westmoreland County**

- (A) Cooperation Agreement among Hempfield Township, Hempfield Area School District, County of Westmoreland and the Westmoreland County Housing Authority regarding the proposed Odin View Apartments. The agreement provides for a \$10,480.00 annual contribution to the taxing bodies for thirty (30) years broken down as follows:

Westmoreland County	\$2,200.00 per year
Hempfield Township	\$420.00 per year
Hempfield Area School District	\$7,860.00 per year

Contributions are to be made to each taxing body no later than June 30 of each year. Payment is to begin upon building completion and occupancy permit.

The Agreement is contingent upon the Westmoreland County Housing Authority securing funding through the Low Income Housing Tax Credit (LIHTC) program for construction of a 47 unit senior housing facility to be named Odin View Apartments.

- (B) **Resolution #R-9-2016** authorizing the exercise of an option under Lease Agreement dated December 30, 2004 by the County of Westmoreland to purchase the leased premises being designated as Lot 3 in the Jeannette Industrial Park Phase II Plan of Subdivision and acceptance of the conveyance of the property by a special warranty deed from Westmoreland County Industrial Development Corporation.

**RESOLUTION #R-9-2016**

**RESOLUTION AUTHORIZING THE EXERCISE OF AN OPTION UNDER LEASE AGREEMENT DATED DECEMBER 30, 2004 BY THE COUNTY OF WESTMORELAND TO PURCHASE THE LEASED PREMISES BEING DESIGNATED AS LOT 3 IN THE JEANNETTE INDUSTRIAL PARK PHASE II PLAN OF SUBDIVISION AND ACCEPTANCE OF THE CONVEYANCE OF THE PROPERTY BY A SPECIAL WARRANTY DEED FROM WESTMORELAND COUNTY INDUSTRIAL DEVELOPMENT CORPORATION.**

WHEREAS, Westmoreland County Industrial Development Corporation entered into a Lease Agreement with the County of Westmoreland on December 30, 2004 (“Lease Agreement”) to lease a certain Leased Premises being designated as Lot 3 in the Jeannette Industrial Park Phase II Plan of Subdivision as recorded in the Office of the Recorder of Deeds of Westmoreland County, Pennsylvania at Instrument No. 200408040047236 which is further designated as Westmoreland County Tax Map Parcel No. 14-01-12-0-614 (“Property”);

WHEREAS, pursuant to the Lease Agreement, the County of Westmoreland had an option to acquire the Property for One and 00/100 (\$1.00) Dollar at the expiration of the initial ten (10) year and eleven month term which commenced on January 1, 2005;

WHEREAS, the County of Westmoreland desires to exercise its option to acquire the said Property for One and 00/100 (\$1.00) Dollar which was the Leased Premises under the Lease Agreement;

WHEREAS, at its meeting of February 18, 2015, the Board of Directors of the Westmoreland County Industrial Development Corporation were authorized to execute and deliver said Special Warranty Deed for Lot 3 in the Jeannette Industrial Park Phase II Plan of Subdivision to the County of Westmoreland in response to the exercise of its Option Agreement under the Lease Agreement;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Westmoreland, Pennsylvania, at a public meeting, duly advertised, with a quorum present as follows:

1. That the Board hereby exercises the option pursuant to the Lease Agreement to acquire the Property, being designated as Lot 3 in the Jeannette Industrial Park Phase II Plan of Subdivision as recorded in the Office of the Recorder of Deeds of Westmoreland County, Pennsylvania at Instrument No. 200408040047236, which is further designated as Westmoreland County Tax Map Parcel No. 14-01-12-0-614, for One and 00/100 (\$1.00) Dollar;
2. That the Board hereby authorizes acceptance of the Property from the Westmoreland County Industrial Development Corporation by Special Warranty Deed and execution of any documents that may be necessary in order to facilitate the conveyance of that property known as Lot 3 in the Jeannette Industrial Park Phase II Plan of Subdivision to the County of Westmoreland.

RESOLVED AND ADOPTED by the Board of Commissioners of the County of Westmoreland, Pennsylvania, this 18<sup>th</sup> day of February, 2016.

- (C) Lease Agreement with **TROUTMAN BUILDING ASSOCIATES**, Greensburg, PA, to lease commercial office space for the Area Agency on Aging on the first, second and third floors of the Historic Troutman Center for a term of seven (7) years from January 1, 2016 through December 31, 2022, in the initial basic monthly rental amount of **\$19,732.18**, plus one half of the real property taxes levied on the building at discount rate or payment pursuant to the Cooperation Agreement, approved November 19, 2015 to be added as additional rental payments; with the base rent increasing by two and one quarter (2.25%) percent annually, with an option to renew for an additional term of five (5) years from January 1, 2023 to December 31, 2027 at an increase of two and one half (2.50%).
- (D) **Resolution #R-10-2016** authorizing the donation of a 1990 Scott Trailer used for fire safety to Hempfield Township, with Hempfield Township paying all costs and fees associated with the transfer. The Resolution further authorizes execution of the title and any other documents that may facilitate transfer of the fire safety trailer.

**RESOLUTION #R-10 -2016**

WHEREAS, the Board of Commissioners of the County of Westmoreland, Pennsylvania, has been informed by the Director of Public Safety that the County has in its possession a 1990 Scott Trailer, VIN 1SSTU1NT9L11SS04, (hereinafter "Safety Trailer") that the County has used in the past for fire safety training, but is no longer used by the County; and

WHEREAS, the Board of Commissioners of the County of Westmoreland, Pennsylvania, has been informed that the Safety Trailer could continue to be used for fire safety training, but would require additional renovations along with needed interior repairs, causing it to be of de minimis value to the County; and

WHEREAS, the Board of Commissioners of the County of Westmoreland, Pennsylvania, has been informed by Hempfield Township that Hempfield Township is willing to accept the Safety Trailer "as is" and to pay for all costs and fees associated with the transfer; and

WHEREAS, donation of the Safety Trailer will foster good will and benefit the community at no additional cost to the County; and

WHEREAS, 16 P.S. Section 1805 provides for personal property of the County to be disposed of by sale or otherwise, upon resolution of the commissioners.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Westmoreland, Pennsylvania, at a public meeting, duly advertised, with a quorum present as follows:

1. That the Board hereby authorizes transfer of the Safety Trailer to Hempfield Township "as is," provided that Hempfield Township pays for all costs and fees associated with the transfer; and
2. That the Board hereby authorizes execution of any documents that may be necessary in order to facilitate the transfer of the Safety Trailer to Hempfield Township.

RESOLVED AND ADOPTED by the Board of Commissioners of the County of Westmoreland, Pennsylvania, this 18<sup>th</sup> day of February, 2016.

Under review and recommendation of Melissa A. Guiddy, County Solicitor, John Belko, Interim Administrator, Greg McCloskey, Director of Public Works and Ed Kohl, Director of Maintenance at Westmoreland Manor (item A) motion was made by Mr. Anderson, seconded by Mr. Kopas and unanimously agreed to approve the following items for **Westmorland Manor:**

- (A) Issuance of a purchase order with **EASTERN ELEVATOR SERVICE & SALES COMPANY**, Windber, PA for “**Elevator Modernization for Westmoreland Manor,**” in the amount of **\$363,300.00**. Modernization includes the following:

Modernize Electric Traction Elevators #8 & #10	\$247,800.00
Modernize Borehole Hydraulic Elevator #2	\$115,500.00

This purchase is pursuant to State Contract #4400015233, estimated completion date for project is August 30, 2016.

- (B) Professional Service Agreement with **MUNA JABBOUR, M.D.**, New Stanton, PA for “**Attending Physician Services,**” at Westmoreland Manor to provide services for Manor residents, effective February 18, 2016 and will remain in effect until terminated by either party.
- (C) **Emergency Resolution #R-11-2016** to authorize a contract with **HUCKESTEIN MECHANICAL SERVICES, INC.**, Duquesne, PA for replacement and installation of a new boiler at Westmoreland Manor, without advertising for bids, in the amount of **\$42,470.00**

RESOLUTION #R-11-2016

WHEREAS, Westmoreland Manor houses the County's skilled nursing facility, including physical therapy, occupational therapy, speech therapy IV therapy, and respiratory therapy services; hospice and respite care services; and administrative offices for personnel who oversee the operations of Westmoreland Manor; and

WHEREAS, the Administrator of Westmoreland Manor has informed the Board of County Commissioners of the existence of a defective boiler that impacts water for all of the residential rooms and offices in Westmoreland Manor, making it imperative to take immediate steps to replace the damaged boiler; and

WHEREAS, to prepare written specifications, advertise for sealed written bids in a newspaper of general circulation, review the bids submitted, evaluate the qualifications of the prospective vendors, award a contract to the lowest responsible and responsive bidder, prepare and obtain signed contracts, order the necessary parts and equipment and carry out the repairs would require a period of four to eight weeks, during which time the facility would be without a boiler unit sufficient to provide hot water to the staff and residents of the facility.

WHEREAS, Huckestein Mechanical Services, Inc., of Duquesne, Pennsylvania, is willing to provide the labor, materials and equipment needed to remove the damaged boiler from the piping circuit, and is willing to install a new boiler, neutralization kit, sidewall vent termination kit, and a new heat timer electronic mixing valve and controller on the existing domestic water system, but the price for all of the said work will exceed the statutory threshold for awarding contracts without advertising for sealed written bids; and

WHEREAS, Section 1802(b) of the County Code [16 P.S. §1802(b)] allows contracts in excess of the statutory bid threshold to be awarded without the usual advertisement requirements of the County Code in cases of emergency, if such emergency is declared and stated by resolution of the Board of County Commissioners.

NOW, THEREFORE, it is resolved by the Board of Commissioners of the County of Westmoreland, Pennsylvania, that:

1. The Board of Commissioners has determined that an operational boiler is necessary to permit the continued operations of the Westmoreland Manor skilled nursing facility (including all therapy, hospice and respite services) and the conducting of regular business in the administrative offices at Westmoreland Manor.

2. The Board of Commissioners has further determined that it will require a time period of at least four weeks, and possibly as long as eight or more weeks, to prepare written specifications for repair or replacement of the damaged boiler to the existing domestic water system, and to advertise for sealed written bids in a newspaper of general circulation, review the bids submitted, evaluate the qualifications of the prospective vendors, award a contract to the lowest responsible and responsive bidder, prepare and obtain signed contracts, authorize the successful bidder to proceed with the contracted work.

3. The Board of Commissioners has further determined that the residential rooms and offices at Westmoreland Manor would be subjected to water that is not at the recommended water temperature as per building codes while keeping water temperature up in the storage tanks to prevent legionella bacteria, thereby creating risk of physical harm to the elderly and physically fragile residents of the skilled nursing facility during the period while the boiler would remain inoperable.

4. The Board finds that the substantial risk of physical harm to the elderly and physically fragile residents of the skilled nursing facility at Westmoreland Manor constitutes an actual emergency that justifies the awarding of a contract for removing the damaged boiler, replacing the inoperable boiler unit with a new high efficiency hot water domestic boiler, neutralization kit, sidewall vent termination kit that includes a five (5) year warranty on the heat exchanger and a one (1) year warranty on the remaining parts, under the provisions of Section 1802(b) of the County Code without first advertising for bids.

5. Emergency contracts are hereby awarded to the following firm:

A. Huckestein Mechanical Services, Inc., having principal offices at 46A South Linden Street, Duquesne, PA 15110. Huckestein is to remove a defective A.O. Smith boiler; dispose of damaged boiler; install (1) Lochinvar model #AWN801PM Armor high efficiency hot water domestic boiler, (1) condensate neutralization kit, (1) sidewall vent termination kit; provide a factory warrant for (5) years on heat exchanger and (1) year warranty on remaining parts; install (1) new heat timer electronic mixing valve and controller on existing domestic water system; and provide and install all material needed for installation in the amount of \$42,470.00

RESOLVED and enacted this 18<sup>th</sup> day of February, 2016.

(D) Facility Services Agreement with **AETNA HEALTH, INC.**, Pittsburgh, PA, to continue as a participating network provider for Commercial Health, Medicare, Medical Rental Network, Workers' Compensation Network and Automobile Network, effective April 1, 2016 for an initial term of three years, then automatically renewing for additional 1 year terms unless either party notifies the other 180 days prior to the last day of the current term.\* The rates paid to Westmoreland Manor are as follows:

**Skilled Nursing Facility**

Inpatient Rates:	<u>Per Diem</u>
Skilled Care (Level I and II)	\$320.00
Sub-Acute Care (Level III Complex Care)	\$340.00
Sub-Acute Care (Level IV Intensive Care)	\$445.00

Outpatient Rates: 100% of Aetna Market Fee Schedule

**Medical Rental Products**

The lesser of the rate listed below or 70% of the Eligible Billed Charges.

Inpatient Rates:	<u>Per Diem</u>
Skilled Care (Level I and II)	\$320.00
Sub-Acute Care (Level III Complex Care)	\$340.00
Sub-Acute Care (Level IV Intensive Care)	\$445.00

Outpatient Rates: 100% of Aetna Market Fee Schedule

**Workers' Compensation**

The lesser of the rate listed below or 94% of the Allowable Amount.

Inpatient Rates:	<u>Per Diem</u>
Skilled Care (Level I and II)	\$320.00
Sub-Acute Care (Level III Complex Care)	\$340.00
Sub-Acute Care (Level IV Intensive Care)	\$445.00

Outpatient Rates: 100% of Aetna Market Fee Schedule

**Automobile Network**

The lesser of the rate listed below or 70% of the Allowable Amount or 70% of the Eligible Billed Charges.

Inpatient Rates:	<u>Per Diem</u>
Skilled Care (Level I and II)	\$320.00
Sub-Acute Care (Level III Complex Care)	\$340.00
Sub-Acute Care (Level IV Intensive Care)	\$445.00

Outpatient Rates 100% of Aetna Market Fee Schedule

\*The Medical Rental Products Addendum, Workers' Compensation Product Addendum and Auto Product Addendum may be terminated by either party twelve (12) months from the effective date, without cause, upon ninety (90) days prior written notice to the other.

\* \* \* \* \*

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 **2015 & 2016 Budget** for the Department of Financial Administration, as prepared by Meghan McCandless, Director of Financial Administration
- (2) Supplemental criteria to the 2016 Adopted Budget to meet Government Finance Officers Association submission standards.
- (3) Appoint the following individuals to the **LAUREL HIGHLANDS VISITORS BUREAU GRANT REVIEW COMMITTEE**, through December 31, 2016:

Vincent F. Fontana, Jr.  
Andrea Cuda

Michael Langer  
Carol Wentzel

- (4) Reappoint the following individuals to the **WESTMORELAND COUNTY AGRICULTURAL LAND PRESERVATION BOARD** for a three year term, through December 31, 2018:

Mary Trunzo  
Father Warren Murrman

Lon Sinamus  
Ryan Harr

- (5) Appoint the following individuals to serve on the Westmoreland County Board of Assessment Appeals for a term of four (4) years, beginning February 18, 2016 through the first Monday of January of 2020 (subject to revocation of appointment if deemed necessary by the Board of Commissioners).

Barb Moffe, Chairman  
Don Waxter  
Ron Zera

- (6) **PROCLAMATIONS**  
*Intellectual & Developmental Disabilities Month, March 2016*  
*Weights & Measures Week 2016*  
*Leadership Westmoreland*  
*Girl Scout Cookies for Children's Hospital*  
*Latrobe Lions Club 75<sup>th</sup> Anniversary*  
*Eagle Scout – Vincent Paul Boyle, Jr*  
*Eagle Scout – Daniel James Miller*

- (7) **Certificate of Special Recognition**  
*Certification – Westmoreland County Hazardous Materials Response Team 800*

(8) **Certificates of Service**

**30 Years**

Anita Vivio  
Carol Lichtenfels  
Christine Singel  
Deborah Miller

**25 Years**

Donna Perkins  
Shannon Fess  
Patricia Felker  
Marc Kallenborn  
Richard Auman  
Dean Thomas  
Laura Bell  
Amy Garris  
Richard Indof  
Felix Getto  
Clifford Shannon  
Robert Kolar  
Edward Urbaniak  
Kenneth Eutsey

**20 Years**

Larry Burak  
Dana Manovich  
Dan Miller  
Daria Schrock  
Christy Scott  
Tammie Odelli  
Carla Ulery  
William Shifko  
Luci Taylor

**15 Years**

Joseph Massaro  
Sandra McLay  
Peggy Finney  
Amy Mitcheson  
William King  
Hope Aston

**10 Years**

Christina O'Brien  
Valerie Tantilinger  
Shannon Malinoski  
Michele Wentzel  
Jennifer Peddicord  
Keri Mace  
Linda Mikosky  
Diane Pluck  
John Ackerman

Motion was made by Mr. Kopas, seconded by Mr. Anderson, and it was unanimously agreed to adjourn the meeting at 10:54am.

Certified by,

Charles W. Anderson  
Secretary