

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Public Meeting**  
**Wednesday, February 3, 2021**  
**10:00 a.m.**

**MINUTES**

**PRESENT:**

Chairman Leslie Osche  
Commissioner Kimberly Geyer  
Commissioner Kevin Boozel  
Lori Altman, Chief Clerk/Human Resources  
Ann Brown, Budget & HS Finance Director  
H. William White, III, Solicitor  
Lori Shah, Admin. Assistant  
Pam Hammonds, Admin. Assistant  
Steve Bicehouse, Emergency Services  
Mark Gordon, Planning  
Candace Graff, Court Administration  
Kevin Gray, Planning  
Bill Kepple, Human Services  
Leslie Powers, Controller's Office  
Brandon Savoichka, Human Services

Aaron Sheasley, Elections  
Kristin Wilson, Controller's Office

**VISITORS:**

Jack Cohen, BCTCB  
Martha Eberhardt, DAR (via Zoom)  
Carol Levistich, NS DAR  
Al Lindsay, BCRC Chair  
Trish Lindsay, BCRC Vice Chair  
Doug Tapager, Butler

**MEDIA:**

Tyler Friel, Butler Radio  
Paula Grubbs, Butler Eagle

**CALL MEETING TO ORDER**

The regular public meeting of the Butler County Board of Commissioners was called to order by Chairman Leslie Osche at 10:03 a.m. on Wednesday, February 3, 2021, in the Planning Department's Large Conference Room.

**MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE**

A moment of silent prayer was observed, followed by the Pledge of Allegiance.

**PUBLIC COMMENT ON AGENDA ITEMS**

Attorney Al Lindsay, BCRC Chair, spoke briefly regarding the Election Review Committee and presented a binder that contains his committee's concerns regarding the 2020 November election.

**APPROVAL OF MINUTES**

Chairman Osche called for a motion to approve the January 20, 2021 Public Meeting minutes.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**PROCLAMATIONS AND PRESENTATIONS**

- DAR America 250 Patriots Marker Presentation

**OLD BUSINESS**

**A. Commissioners**

1. Solicitor Wil White stated that an Executive Session with the Board of Commissioners and the County Solicitor was held on Thursday, January 21, 2021, from 2:20 p.m. to 2:32 p.m. for the purposes of Litigation Update and Privileged Communications (re: Building Security).

## **BOARD OF ELECTIONS**

- A.** Election Review Committee – Membership. Chairman Osche reported that they have received a number of requests from individuals expressing interest in serving on the committee. They will be reaching out to those individuals to check on their availability. Once they have confirmed availability and the individuals accept the invitation to serve, their names will be made available.
- B.** Solicitor Wil White requested approval of a Professional Services Agreement with Dr. James Dittmar at the rate of \$60/hour and not to exceed \$3,500, for his work compiling and writing the Election Review Commission report, subject to the Agreement being executed and pending Solicitor review.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried Unanimously.

Commissioner Geyer noted that Dr. Dittmar is the Founder, President and CEO of 3 Rivers Leadership Institute, which began in 2014. For the past 28 years he has been a professional teacher and trainer of working professionals. Dr. Dittmar, who was recommended by Dr. Nicholas Neupauer at BCCC, was also founder and director of Geneva College's very successful M.S. in Organizational Leadership Program.

- C.** Aaron Sheasley requested ratification of a Quote with Pittsburgh Mailing for the Annual Permanent Absentee and Mail-In Retention Form, for a total cost of \$12,395, including postage.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

## **NEW BUSINESS**

### **A. Assessment**

- 1. Solicitor Wil White requested approval to appoint David J. King, PA Certified General Real Estate Appraiser, of the firm Nicklas King McConahy, to conduct appraisals on behalf of the County for purposes of assessment appeals for the year 2020/21, using the following fees:
  - a. Residential Review \$200
  - b. Standard Residential Appraisal \$400
  - c. 2 – 4 Family \$700
  - d. 5 – 10 Units \$1,600
  - e. 11 – 20 Units \$2,100
  - f. 20+ Units \$2,800
  - g. Non Complex Commercial \$2,200
  - h. Complex Commercial \$2,800-\$4,200

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

- 2. Mark Gordon requested approval of Resolution No. 2021-5, establishing rates of compensation for Tax Collectors for the collection of County real estate tax for Butler County, effective 1/1/22.
  - a. \$4/for every regularly issued County real estate tax card billed for the first 5,000
  - b. \$2/for every regularly issued County real estate tax card beginning with card number 5,001
  - c. \$5/for every County supplemental or interim tax card billed
  - d. No Collector shall receive less than \$550 per County Real Estate Tax Duplicate Year
  - e. Compensation shall be paid three times per year: 70% in April, 20% in June and 10% in December.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

**B. Court Administration**

1. Candace Graff requested approval of an Agreement with Ann Killby, to clean the Evans City Magisterial District Judge Office 50-3-06, at the rate of \$385/month (an increase of \$40 from the previous contract to cover cost of liability insurance) for a period of two years.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**C. Emergency Services**

1. Steve Bicehouse requested approval of Change Order #1 with Motorola Solutions that changes the dates of our previously approved Maintenance Contract, as well as the Agreement Number due to the change in the go-live date, effective 11/1/20; no change in pricing; with authorization for the Chairman to sign.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

2. Steve Bicehouse requested approval to apply for the HMRF (Hazardous Materials Response Fund) Grant through PEMA. This grant is typically around \$24,000 and covers HazMat supplies and response items.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

3. Steve Bicehouse requested approval of Resolution No. 2021-4 to donate two used radio shelters with an estimated value of \$7,000/each to Cambria County. These shelters were located in two radio sites that were abandoned during the new radio project. Cambria County will bear all costs for removal and transport to their sites.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**D. Facilities & Operations**

1. Chief Clerk Lori Altman requested approval of a Service Agreement Renewal with Johnson Controls for the three-year period (2/1/21 – 1/31/24) for the Cranberry Magistrate Fire Alarm Test and Service, for the total annual amount of \$332.15, with authorization for the Chairman to sign.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**E. Human Services (See Attachment Book for details)**

1. Brandon Savochka requested approval of the following Contract for program funded services with The Center for Community Resources, for the period 11/1/20 – 3/31/21:
  - a. Emergency Solutions Grant – Code Blue – Program Maximum \$16,724

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

2. Brandon Savochka requested approval of the following Amendment for the period 7/1/20 – 6/30/21:
  - a. Grapevine Center – to add QA&I Interviews at the rate of \$175/interview and \$50/partial interview.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**F. Human Services – Drug & Alcohol (See Attachment Book for details)**

1. Brandon Savochka requested approval of the FY 2020/21 Service Agreement with Steve Heasley Consulting Services for consulting services related to our D&A Prevention Needs Assessment Process. The consulting services have been approved by the Department of Drug and Alcohol Programs (DDAP) for State Opioid Response (SOR) Year #2 N.C.E. Prevention Funding for the period 10/1/20 – 6/30/21, in the amount of \$15,400.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried Unanimously.

2. Brandon Savochka requested approval of the FY 2020/21 Contract Amendment with The Center for Community Resources to extend the timeline of SOR Year #2 funding for the D&A Case Management (CM) positions and operational costs through the end of the current fiscal year.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried Unanimously.

**G. Human Services – Area Agency on Aging**

1. Solicitor Wil White requested approval of the Slippery Rock University Internship Agreement, with authorization for the Chairman to sign.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**H. Planning**

1. Chief Clerk Lori Altman requested approval to reappoint the following board members to the Planning Commission for another four-year term (1/1/21 – 1/1/25):
  - a. Ron Henshaw
  - b. Larry Kurpakus
  - c. Charles McCall
  - d. Barbara Sutton

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

2. Mark Gordon requested approval of a Professional Services Contract for Subdivision and Land Development Ordinance with Denny Puko, Planning Consultant LLC, in an amount not to exceed \$24,000, until 12/31/21.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

3. Mark Gordon requested approval of Resolution No. 2021-3, authorizing an application to the Pennsylvania Municipal Assistance Program, in an amount of \$12,000 to update the Butler County Subdivision and Land Development Ordinance, and commits County funds in the amount of \$12,000 as match for said project.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**I. Planning – Agricultural Land Preservation**

1. Chief Clerk Lori Altman requested approval to reappoint Ken Moniot as Board Chair to the Butler County Agricultural Land Preservation Board for 2021. This is an annual appointment required by the board's By-Laws.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

**J. Planning – Bridges/Motor Pool**

1. Kevin Gray requested approval to advertise the following items for bid at various bridges in the County, as needed:
  - a. Excavating Services
  - b. Concrete and Steel Beams
  - c. Guide Rail Systems
  - d. Rebar
  - e. Paving
  - f. Concrete
  - g. Stone/Gravel Aggregates

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

2. Kevin Gray requested approval to order and purchase vehicles at certain times of the year based on the attached list.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

**K. Commissioners**

1. Solicitor Wil White requested approval of an MOU between General Richard Butler Chapter Daughters of the American Revolution, Christopher Gist Chapter Sons of the American Revolution and Elizabeth McKinney Society Children of the American Revolution and the Butler County Board of Commissioners for an America 250 Patriots Marker, to raise public awareness of the men and women who achieved American Independence.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

2. Solicitor Wil White reported that, for purposes of record, Resolution No. 2021-6 has been prepared for the February 17<sup>th</sup> BOC Public Meeting so the Board of Commissioners can utilize their power to review and set salaries for the following Elected Officials:
  - a. Recorder of Deeds
  - b. Treasurer
  - c. Prothonotary
  - d. Register of Wills/Clerk of Orphans' Court
  - e. Controller
  - f. Sheriff
  - g. Clerk of Courts
  - h. Coroner

- i. Commissioner
- j. Chairman/Commissioner

A special meeting, in order to receive public comment, has been scheduled (and is being advertised) for Tuesday, February 16, 2021, at 6:00 p.m.

- 3. Solicitor Wil White requested approval to extend the TAN (Tax Anticipation Note, i.e. emergency line of credit) for the 2021 calendar year with First National Bank of Pennsylvania at the rate of 1.97% up to \$3 million, on a draw-down basis as needed.

Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

**APPROVAL OF BUDGETARY TRANSFERS, RATIFICATION OF PERSONNEL TRANSACTIONS, TRAVEL REQUESTS, REQUISITIONS AND CHECK REGISTER**

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously.

**CONFERENCE TIME WITH MEDIA**

The minutes were suspended for conference time with the media.

**PUBLIC COMMENT ON GENERAL ITEMS**

No public comment was made.

**ADJOURNMENT**

There being no further business, Chairman Osche called for a motion to adjourn. Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried unanimously. The meeting adjourned at 10:54 a.m.

Respectfully submitted,

Pam Hammonds  
Recording Administrative Assistant  
Approved: 2/17/21

**BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:**

**NEXT PUBLIC MEETING:** Wednesday, February 17, 2021, at 10:00 a.m.  
**LOCATION:** Government Center Annex Planning Department's  
Large Conference Room, Floor UL

**Public Meeting Calendar is available online at <https://www.butlercountypa.gov/>**