

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Wednesday, January 14, 2026
10:00 a.m.

MINUTES

PRESENT:

Chairman Leslie Osche
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Maria Malloy, Chief Clerk
Ann Brown, Budget/HS Finance Director
Julie Graham, Solicitor
Cindy Hilderbrand, Admin. Assistant
Lori Shah, Admin. Assistant
Pam Hammonds, Admin. Assistant
Matthew Vickless, Commissioners' Office
Shawn Pugh, Commissioners' Office
Laura Ankrom, Controller's Office
Justin Baptiste, Prison
John Campbell, Commissioners' Office
Matt Clayton, Prison
Paula Crider, Human Resources
Billie Jo Edwards, Area Agency on Aging
Beth Herold, Area Agency on Aging
Bill Kepple, Human Services
Wendy Leslie, Planning-CDBG
Janet Mentel, Property & Revenue
Leslie Powers, Controller's Office
Doug Ritson, Probation
Sue Stover, Probation
Tammy Thibodeau, Clerk of Courts
Nathan Werner, Planning
Korynne Young, Coroner

VISITORS:

Carol Christner, Clinton Township
Pat Casey, Butler
Phil Schmeltzer, CCR
Lena Southworth, CCR
Mike Smelko

Media:

Steve Ferris, Butler Eagle
Tyler Friel, Butler Radio

CALL MEETING TO ORDER

The regular public meeting of the Butler County Board of Commissioners was called to order by Chairman Leslie Osche at 10:00 a.m. on Wednesday, January 14, 2026, in the Public Meeting Room, 1st Floor Government Center.

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/PUBLIC COMMENT ON GENERAL ITEMS

APPROVAL OF MINUTES

Chairman Osche called for a motion to approve the December 17, 2025 Public Meeting minutes.

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

PROCLAMATIONS AND PRESENTATION

Being presented today:

- Volunteer Income Tax & Earned Income Tax Credit Day – January 28, 2026

Previously mailed:

- The Lawrence Welk Show

FINANCE REPORT

OLD BUSINESS

BOARD OF ELECTIONS

NEW BUSINESS

A. Clerk of Courts

1. Clerk of Courts Tammy Thibodeau requested approval of a Professional Services Contract with Matthew F. Marshall, Esquire, of Dillon McCandless King Coulter & Graham, LLP, in the amount of \$500/month, in order to appoint Attorney Marshall as the Solicitor for the Clerk of Courts Office, commencing 1/2026.

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

B. Coroner's Office

1. Coroner Korynne Young requested approval of a Professional Services Contract with Mike Hnath, Esquire, in the amount of \$500/month, retroactive to 1/5/26, for usual solicitor services. Litigation and investigatory services would require a request to the Board of Commissioners for such services to be performed at the then existing outside counsel rate in advance of any such services being performed.

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

2. Coroner Korynne Young requested approval of a Forensic Services Agreement with Dr. Todd Luckasevic, independent contractor, for forensic services including, but not limited to, the performance of autopsies, preparation of protocols and testimony of pathologists with respect to such autopsies in court proceedings, retroactive to 1/5/26.

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

3. Coroner Korynne Young requested approval of a Forensic Services Agreement with Dr. Willis Ashton Ennis, M.D., independent contractor, for forensic services including, but not limited to, the performance of autopsies, preparation of protocols and testimony of pathologists with respect to such autopsies in court proceedings, retroactive to 1/5/26.

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

4. Coroner Korynne Young requested approval of a Forensic Services Agreement with Dr. Joseph A. DelTondo, D.O., independent contractor, for forensic services including, but not limited to, the performance of autopsies, preparation of protocols and testimony of pathologists with respect to such autopsies in court proceedings, retroactive to 1/5/26.

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

5. Coroner Korynne Young requested approval of a Forensic Services Agreement with Brittany Harmon, independent contractor, for forensic services, included but not limited to, that of an Autopsy Technician, in the amount of \$225/autopsy, retroactive to 1/5/26.

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

6. Coroner Korynne Young requested approval of a Forensic Services Agreement with Timothy Manzwitsch, Autopsy Technician, independent contractor, for forensic services including, but not limited to, that of an autopsy technician, in the amount of \$225/autopsy, retroactive to 1/5/26.

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

7. Coroner Korynne Young requested approval of a Forensic Services Agreement with Timothy Manzwitsch, independent contractor, for forensic services including, but not limited to, histological services such as block and slide preparation, in the amount of \$100/autopsy, retroactive to 1/5/26.

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

8. Coroner Korynne Young requested approval of an Amendment to Agreement with Young Funeral Home, Ltd., for private mortuary services, due to the fact that the County does not own and operate its own County morgue, with Korynne L. Young as newly elected Coroner as of 1/5/26, and also modify the termination notice period required to end the agreement from six months to 30-day prior written notice.

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

C. Court Administration

1. Doug Ritson requested approval of Amendment No. 2 to the Redwood Toxicology Laboratory, Inc. Service Agreement for the purchase of drug tests at an increase of 3% for the period 1/1/26 – 12/31/26.

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

2. Doug Ritson requested approval of the FY 2024/2025 Financial Statement, with authorization for the Chairman to sign, for funds expended under the Juvenile Probation Services Grant budget period covering 7/1/24 – 6/30/25, and approval of Letter of Equity.

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

D. Human Services – Drug & Alcohol (See Attachment)

1. Bill Kepple requested approval of the five-year (2025 – 2030) Grant Agreement (#4100101140) with the PA Department of D&A Programs. The amount for the period 1/1/26 – 6/30/26 is \$1,574,595.50.

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

2. Bill Kepple requested approval of the contract extension with Davis Archway Center for Addiction Treatment for the period 7/1/25 – 12/31/25.

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

E. Human Services – Area Agency on Aging

1. Beth Herold requested approval to pay \$5,225.55 for the MIP Maintenance & Support Plan for the period 1/29/26 – 1/28/27 (with Momentive Software, Inc.) check payable to Abila. There are no County funds involved; payment is from the Aging Block Grant and Aging Well funding. This system can extract and import financial data into the Department of Aging's Fiscal Database and offers the following for our MIP Fund Accounting:
 - * Product Upgrades and Releases
 - * Unlimited Support Inquiries

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

2. Beth Herold requested approval to sign an agreement with the Veterans Health Foundation for a project titled "Developing and Piloting a VA-APS Partnered Intervention for Elder Mistreatment in Older Veterans". The sub-award amount for the period 10/1/25 – 9/29/26 is \$18,561. The grant agreement is for the period 10/1/25 – 9/29/28 for an estimated total of \$61,749.

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

F. Planning - CDBG

1. Wendy Leslie requested ratification of CO #2 for the Marion Township Reservoir project, to have the water hauled in for the new reservoir, as this was to originally be filled by the old reservoir, but the pump went and had to be replaced. Due to time constraints of the grant, water needed to be hauled in to meet the grant deadline. The demolition of the existing reservoir will be deleted with a credit of \$14,500 and the water hauling will cost \$22,000. This is an increase of \$7,500 to the contract. This will use the 2022 CDBG funds.

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

G. Prison

1. Justin Baptiste requested approval to apply for a non-competitive grant for the 2026 Medication-Assisted Substance Use Treatment Grant Program in the amount of \$130,647 for MAT funding.

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

H. Commissioners

1. Ann Brown requested approval of an Engagement Letter between the County of Butler and Maher Duessel for the preparation of the County audits for the years ended 12/31/25 – 2029,

with authorization for the Chairman to sign. The fees are as follows:

- * 2025 - \$119,500 plus out-of-pocket expenses
- * 2026 - \$122,000 plus out-of-pocket expenses
- * 2027 - \$124,500 plus out-of-pocket expenses
- * 2028 - \$127,000 plus out-of-pocket expenses
- * 2029 - \$129,500 plus out-of-pocket expenses

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

2. Ann Brown requested approval of the Engagement Letter between the County of Butler and Maher Duessel for the preparation of the audits for the individuals row offices, District Courts and any other audits as requested by the County Commissioners or County Controller for the years ended 12/31/25 – 2029. Fees are billed on an hourly basis by level of professional as shown on the engagement letter.

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

3. Ann Brown requested approval of a Service Agreement between the County of Butler and the Victim Outreach Intervention Center (VOICe) to provide legal representation for domestic violence victims in Butler County, in the amount of \$125,000 for the period 1/1/26 – 12/31/26.

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

4. Chief Clerk Maria Malloy requested approval to appoint Michael G. Smelko, Executive Vice President and Chief Credit Officer for NexTier Bank, to the Board of Assessment and Appeals for the period ending 12/2026, replacing Brian McClaine, who is leaving one year early.

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

5. John Campbell requested ratification of CO #1 W-1 with Book & Proch, Inc. for the AC Valley Municipal Authority, a lump sum increase in the amount of \$17,094 to repair existing fire hydrant and valve assemblies.

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

6. John Campbell requested ratification of CO #2 W-1 with Book & Proch, Inc. for the AC Valley Municipal Authority for a time extension with no increase in cost.

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

7. John Campbell requested ratification of CO #3 W-1 with Book & Proch, Inc. for the AC Valley Municipal Authority, lump sum increase in the amount of \$15,611.55 for all work and materials to plumb a potable waterline to the limits of the work for the sewage treatment plant.

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

8. John Campbell requested ratification of CO #1 W-2 with Book & Proch, Inc. for the AC Valley Municipal Authority for a time extension associated with the schedule at no increase in cost.

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

9. John Campbell requested ratification of CO #1 W-3 with Book & Proch, Inc. for the AC Valley Municipal Authority for a time extension with no increase in cost.

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

10. John Campbell requested ratification of CO #2 W-4 with Book & Proch, Inc. for the AC Valley Municipal Authority for a time extension at no increase in cost.

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

11. John Campbell requested ratification of CO #2 S-1 with Konzel Construction Co., Inc. for the AC Valley Municipal Authority, a lump sum increase in the amount of \$25,845.43 for all work and materials to install water treatment waste pipe and basins.

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

12. John Campbell requested ratification of CO #3 S-1 with Konzel Construction Co., Inc. for the AC Valley Municipal Authority, a lump sum increase in the amount of \$16,927.38 for all work and materials to install water service and yard hydrants.

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

13. John Campbell requested approval of COR #20 with Massaro Corp., for 215 N. Duffy Road, for the credit amount of -\$5,287.13 to remove the modified signs as indicated in the submittal return.

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

14. John Campbell requested approval of COR #21 with Massaro Corp., for 215 N. Duffy Road, in the amount of \$9,846.93 for costs associated with Kusler Masonry to repair existing masonry block and joints.

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

15. John Campbell requested approval of COR #22 with Massaro Corp., for 215 N. Duffy Road, in the amount of \$20,735 to extend general conditions for 29 workdays, due to foundation support scope of work that was required due to existing foundation settling during construction.

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

16. John Campbell requested approval of COR #23 with Massaro Corp., for 215 N. Duffy Road, for a credit amount of -\$1,625 for costs associated with the windowsills and aprons.

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

17. John Campbell requested approval COR #24 with Massaro Corp., for 215 N. Duffy Road, for a credit amount of -\$3,704 for costs associated with waterproofing modifications.

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

18. John Campbell requested approval of an increase in cost with Moshier Studio, for 215 N. Duffy Road, in the amount of \$6,600 (this was previously approved in the amount of \$6,000) for additional services due to both the settlement of the building and the damage to the basement wall.

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

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

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

CONFERENCE TIME WITH MEDIA

PUBLIC COMMENT ON GENERAL

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 was adjourned at 10:48 a.m.

Respectfully submitted,

Pam Hammonds
Administrative Assistant
Approved: 1/28/26

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Wednesday, January 28, 2026, at 10:00 a.m.
LOCATION: Public Meeting Room, 1st Floor Government Center

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

NOTE: Agenda is subject to change due to unforeseen circumstances.



HUMAN SERVICES DEPARTMENT

COUNTY GOVERNMENT CENTER ANNEX – 1st FLOOR
124 WEST DIAMOND STREET, P.O. BOX 1208
BUTLER, PA 16003-1208

Butler County

TELEPHONE: (724) 284-5114 – TTD USERS: (724) 284-5473
FAX: (724) 284-5128 – EMAIL: bcmhmr@co.butler.pa.us

DATE: January 8, 2026

TO: Maria Malloy
Chief Clerk

FROM: Amanda Feltenberger
Human Services Director

RE: Commissioners' Public Meeting – January 14, 2026
Human Services Agreements

I am requesting Commissioners' approval of the following Human Services items:

Drug & Alcohol

1. Approval of the (five year) 2025-2030 Grant Agreement (#4100101140)

FY 2025-2030 Grant Agreement with the PA Department of Drug and Alcohol Programs (DDAP):

Ratification of the five (5) year Grant Agreement (#4100101140) between Butler County and the Department of Drug and Alcohol Programs to develop and implement a comprehensive plan of addiction services relative to substance use and problem gambling disorders. The Grant Agreement is in effect from January 1, 2026, through June 30, 2026.

The awarded amount will be up to \$1,574,595.50 for the initial period of performance for this agreement, which will commence on January 1, 2026, and end on June 30, 2026.

DDAP is not able to allocate funds for future years that have not yet been appropriated. Under the terms of the agreement, DDAP can issue subsequent grant awards and extend the performance period by issuing written notice without the need to amend the agreement.

2. Approval of the following Drug & Alcohol contract extension for July 1, 2025 – December 31, 2025:

Davis Archway Centers for Addiction Treatment:		
Facility No. 107-112	Non-Hospital Detoxification- Adult	\$350.00/Day
	CM Services: Completion of Initial SOR GPRA	\$45.00 Per Occurrence
	Level 3.5-Non-Hospital Inpatient -Adult	\$316.00/Day
	MAT Services	At Cost- per Prescribed Amount
Facility No. 107-036	Level 3.1- Halfway House- Adult Male	\$122.00/Day
	MAT Services	At Cost- per Prescribed Amount

If you have any questions or require further information, please give my office a call. Thank you.

BUTLER COUNTY COMMISSIONERS'
RATIFICATION OF PERSONNEL TRANSACTIONS

January 14, 2026

Car Pool

NOVAD, Matthew E. (New Position)	01/12/2026	Motor Pool Technician/F.T.	\$28.7518/hr. NO BENEFITS FOR 90 DAYS RETIREMENT
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Prison

JACK, Levi D. (Rep. T. Large)	01/12/2026	Correction Officer/F.T.	\$23.2227/hr. NO BENEFITS FOR 90 DAYS RETIREMENT
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SIMPSON, Riley O. (Rep. H. Guardalabene)	01/12/2026	Correction Officer/F.T.	\$23.2227/hr. NO BENEFITS FOR 90 DAYS RETIREMENT
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Submitted:
01/09/2026 by KG

BUTLER COUNTY

**NOTICE OF ACTION TAKEN
BY ELECTED OFFICIALS**

January 14, 2026

Judicial/Court Administration (by President Judge Dr. S. Michael Yeager)

GALE, Christine A. (Rep. M. Higgins)	01/05/2026	Judicial Law Clerk/F.T.	*Grade 11 (\$65,714.16-\$91,999.83) \$72,285.58 BENEFITS PER POLICY RETIREMENT
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Judicial/District Justice Offices-Saxonburg (by President Judge Dr. S. Michael Yeager)

MICHALEK, Anna M. (Rep. L. Rosenbauer)	01/05/2026	District Justice Clerk/F.T.	\$19.7007/hr. NO BENEFITS FOR 90 DAYS RETIREMENT
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Submitted:
01/09/2026 by KG