

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Wednesday, January 17, 2024
10:00 a.m.

MINUTES

PRESENT:

Chairman Leslie Osche
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Lori Altman, Dir. Human Res./Chief Clerk
Ann Brown, Budget & HS Finance Director
Julie Graham, Solicitor
Maria Malloy, Deputy Clerk
Rene Manna, Admin. Assistant
Lori Shah, Admin. Assistant
Pam Hammonds, Admin. Assistant
Matthew Vickless, Commissioner's Office
Shawn Pugh, Commissioners' Office
Laura Ankrom, Controller's Office
Steve Bicehouse, Emergency Services
John Campbell, Commissioners' Office
Adam Fencil, Domestic Relations
Rich Goldinger, District Attorney
Mark Gordon, Planning
Candace Graff, Court Administration
Ashley Helmstaedter, Parks and Recreation
Mike Hillwig, F&O
Bill Kepple, Human Services
Ashley Leslie, Mapping
Janet Mentel, Property & Revenue
Leslie Powers, Controller's Office
Doug Ritson, Probation
Jim Venturini, IT
Lance Welliver, Parks and Recreation

VISITORS:

Jean Bowen, CCR
Carol Christner, Clinton Twp.
Shirley Jackson
Jerry Johnston, YMCA
Kelly King, YMCA
Mark Malick, Forward Twp.
Hayley Merchant, CCR
Linda Thoma, CCR
Edie Rath, Penn Twp.
Phil Schmeltzer, CCR

MEDIA:

Steve Ferris, Butler Eagle
Antonio Pelullo, 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 17, 2024, 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

No public comment was made.

APPROVAL OF MINUTES

Chairman Osche called for a motion to approve the January 2, 2024 Public Meeting minutes.

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

PROCLAMATIONS AND PRESENTATION

- National Mentoring Month (January)
- Volunteer Income Tax & Earned Income Tax Credit Day (January 31, 2024)

FINANCE REPORT

None

OLD BUSINESS

Chairman Osche announced that the Board of Commissioners met in Executive Session on Friday, January 12, 2024, at 3:05 p.m. regarding personnel matters. No action was taken.

BOARD OF ELECTIONS

None

NEW BUSINESS

A. Court Administration

1. Candace Graff requested approval of a two-year (1/31/24 – 1/31/26) Service Agreement with Compucom, Inc. for source document microfilming services of terminated files for Domestic Relations (all prices, terms and conditions remain the same), with authorization for the Chairman to sign.

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

2. Candace Graff requested approval of a Cost of Ownership Lease Agreement for the Ground Floor Upper Level of the Butler County Government Center (Domestic Relations) for the period 1/1/24 – 12/31/24, in the amount of \$10,323.33/month.

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

3. Candace Graff requested approval of a Usage Agreement between the County of Butler and the Juvenile Court Judges Commission (JCJC) for the risk/needs assessment utilized in Juvenile Probation. The cost per assessment has increased from \$2.10/ea. To \$3.00/ea. JCJC invoices annually and the costs are paid with Act 148 Needs Based Budget monies, with authorization for the Chairman to sign.

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

B. District Attorney

1. District Attorney Rich Goldinger requested approval of the SAVIN Maintenance and Service Agreement with the Pennsylvania District Attorneys Institute for the period 1/1/24 – 12/31/24. SAVIN is the statewide automated system which notifies victims when their perpetrator is released from incarceration. There is no cost to the County, with authorization for the Chairman to sign.

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

C. Emergency Services

1. Steve Bicehouse requested approval to add a \$10/month monitoring fee to the Lumenserve Quote, which was approved at the 10/25/23 public meeting. There is a network connection needed to monitor the system and there isn't one at the West Sunbury tower currently.

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

2. Steve Bicehouse requested approval of a Service Agreement with Motorola Solutions for GenWatch software in the amount of \$9,585.83. This software assists in monitoring the radio system for efficiency, unauthorized use and issues with individual radios, with authorization for the Chairman to sign.

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

3. Steve Bicehouse requested approval of a Contract Invoice with IdentiSys in the amount of \$200 for maintenance of the ID system.

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

4. Steve Bicehouse requested approval of a Preventative Maintenance Agreement (Units 1 and 2) with PALCO in the amount of \$1,428.35 x 2 for the new 911 generators.

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

5. Steve Bicehouse requested approval of an Extended Warranty (Units 1 and 2) with PALCO in the amount of \$1,452 x 2 for the 911 generators for an extension of five years.

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

6. Steve Bicehouse requested approval of an Extended Warranty with PALCO in the amount of \$801 for a five-year extension to the automatic transfer switch.

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

D. Facilities & Operations

1. Mike Hillwig requested approval of a contract with Gordian/Clark Contractor, Inc. for the replacement of 74 windows with skylights on the 5th floor of the Government Center in the amount of \$237,142.

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

E. Human Services (See Attachment Book for details)

1. Bill Kepple requested approval of the contract with The Children's House for the period 7/1/23 – 6/30/24 for Early Intervention Services.

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

F. Human Services – Children & Youth

1. Bill Kepple requested approval to reappoint the following individuals to the Children and Youth Advisory Board for the three-year term 11/1/23 – 10/31/26:
 - a. Donna Jenereski
 - b. Angela Schnur

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

2. Bill Kepple requested approval to reappoint Father Hicks to the Children and Youth Advisory Board for the term ending 12/2026.

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

G. Human Services – Area Agency on Aging

1. Bill Kepple requested ratification of the first amendment to the Senior Farmers' Market Nutrition Program Local Agency Grant Agreement effective 5/1/2020 and includes updated language that the U.S. Department of Agriculture (USDA) required. The Agency provides vouchers to eligible senior citizens of Butler County. No County funds are involved.

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

H. Information Technology

1. Jim Venturini requested approval of a three-year (through 2/28/27) contract (Amended Addendum A), with Alternative Network Solutions for the County's Continuity and Backup Recovery Services. The total cost for the increased local storage and unlimited off-site storage is \$59,850/year, with authorization for the Chairman to sign.

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

2. Jim Venturini requested approval to enter into a Professional Services Statement of Work with CDI for services to expand the County virtual storage array in the amount of \$6,700, with authorization for the Chairman to sign.

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

3. Jim Venturini requested ratification of an approval dated 10/31/23 with CDI for Network, Servers and Office 365 Managed Services, at a cost of \$148,041.65 plus shipping costs. This is a 3-year contract with an annual 4% increase.

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

I. Mapping

1. Ashley Leslie requested approval to enter into an Agreement with T&M Associates for the County Enterprise GIS Migration from ArcGIS Desktop to ArcGIS Pro. The total project cost to be billed hourly at \$162/hr. for the GIS Solution Engineer, \$148.05/hr. for the Senior GIS Specialist and \$287.75/hr. for the Project Manager, not to exceed a total estimate of \$39,900 and will run from 2/21/24 – 4/30/24, with authorization for the Chairman to sign.

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

2. Ashley Leslie requested approval to enter into an Agreement with T&M Associates for up to 200 support hours (to follow the initial upgrade in Phase I) at the rate of \$162/hr. not to exceed \$32,400. The period will run from the end of Phase I (5/1/24) until 12/31/24.

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

J. Parks and Recreation

1. Lance Welliver requested approval to enter into a Proposal for Professional Services with Integrated Aquatics Engineering to prepare bid documents and inspect the construction phase for the removal and replacement of the interior plaster finish of the pool, in the amount of \$37,500, with authorization for the Chairman to sign.

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

2. Lance Welliver requested approval to appoint Chris Ziegler, representing Region 5, to the Parks and Recreation Advisory Board for the term 1/1/24 – 12/31/25.

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

K. Planning

1. Mark Gordon requested approval of Resolution 2024-1, Providing for the Continued Participation and Support of the Southwest Butler Stormwater Planning Group. The funds provided, which will come out of the Planning 2024 budget, will be used to cover facilitation expenses, including public participation and outreach, grant application preparation fees and engineering expenses, not to exceed \$2,500.

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

2. Mark Gordon requested approval of the Fourth Letter of Amendment to the Original Consultant Agreement, dated 3/1/19 with Delta Development Group, Inc. to facilitate the mutually agreed-upon continuing project goals for the 2020 BUILD award. The monthly cost will remain the same at \$7,500. The only change is to extend the agreement for an additional 12 months, beginning March 2024.

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

L. Procurement

1. Shawn Pugh requested approval of a contract for car washes for eight departments through WetGo at the cost of \$6.75/month per vehicle, which includes unlimited washes and vacuuming, for a total cost of \$3,240.

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

2. Shawn Pugh requested approval of the opening of a credit account with Giant Eagle, with authorization for the Chairman to sign.

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

3. Shawn Pugh requested approval of the opening of a credit account with Sam's Club, with authorization for the Chairman to sign.

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

M. Property & Revenue

1. Janet Mentel requested ratification of the settlement of the Ryan Rasp assessment appeal; Case No. 2023-40293, with a New Fair Market Value of \$130,000 for 2024.

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

N. Commissioners

1. Chief Clerk Lori Altman requested approval to reappoint Rebecca Fike to the Butler County-City Connoquenessing Creek Flood Control Authority Board for another four-year term to expire on 12/31/27.

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

2. Chief Clerk Lori Altman requested approval to appoint Dave Johnston to the Butler County Transit Authority Board to fill the unexpired term of James Diamond, which would end on 12/31/26.

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

3. Chief Clerk Lori Altman requested approval to reappoint Cheryl Hughes to the Butler County Planning Commission for another four-year term (1/1/24 – 12/31/27).

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

4. John Campbell requested approval of an Agreement with Anundson & O'Barto, Consulting Foresters, as logging consultants for parts of Alameda Park and Sunnyview Complex, in the amount of 10% of the sale price of said timber.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion was voted down unanimously.

An amended motion was made by Commissioner Geyer and seconded by Commissioner Boozel to put the request for approval of a consulting forester out for an RFP. The motion carried unanimously.

5. John Campbell requested approval for permission to put out for bid the door and hardware package for 107 Woody Drive (Phase I).

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

CONFERENCE TIME WITH MEDIA

PUBLIC COMMENT ON GENERAL ITEMS

None

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 11:05 a.m.

Respectfully submitted,

Pam Hammonds
Administrative Assistant
Approved: 1/31/24

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Tuesday, January 31, 2024, at 10:00 a.m.
LOCATION: Pubic 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.