

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Monday, March 15, 2023
10:00 a.m.

MINUTES

PRESENT:

Chairman Leslie Osche
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Julie Graham, Solicitor
Ann Brown, Budget & HS Finance Director
Maria Malloy, Deputy Clerk
Rene Manna, Admin. Assistant
Lori Shah, Admin. Assistant
Pam Hammonds, Admin. Assistant
Matthew Vickless, Commissioner's Office
Shawn Pugh, Commissioner's Office
Mark Gordon, Planning
Candace Graff, Court Administration
Wendy Leslie, Planning – CDBG
Janet Mentel, Property & Revenue
Jennifer Newton, Planning – CDBG
Leslie Powers, Controller's Office
Brandon Savochka, Human Services
Jim Spohn, Assessment

VISITORS:

Tom Baker, Forward Twp.
Karen Barbati, Lancaster Twp.
Bob Maher, Gateway Engineers
Edie Rath, Penn Twp.
Dan Scinovich, Unionville
Nina Teff, Butler Twp.

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, March 15, 2023, 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 March 1, 2023 Public Meeting minutes.

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

PROCLAMATIONS AND PRESENTATIONS

None

OLD BUSINESS

None

BOARD OF ELECTIONS

None

NEW BUSINESS

A. Controller

1. Leslie Powers requested approval of a Quote Confirmation with Sage Software, Inc. for annual software maintenance for the period 3/23/23 – 3/22/24, in the amount of \$3,680 (a \$335 or 10% increase from prior year). This software is used to track the fixed assets for the County.

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

B. Court Administration

1. Candace Graff requested approval of an Estimate from Weyman's Landscape for the Cranberry District Court Office for landscape services for 2023 (per the attached rate schedule, there is no price increase this year), with authorization for the Chairman to sign.

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

C. Human Services

1. Brandon Savochka requested approval of the following contract amendments for the period 1/2/22 – 4/6/23:
 - a. Catholic Charities ESG 21, Amendment #1 – amended to add \$22,840 to make the total \$315,385.
 - b. The CARE Center ESG 21, Amendment #1 – amended to subtract \$22,840 to make the total \$47,544.

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

D. Human Services – Children & Youth

1. Brandon Savochka requested approval of a Subscription Agreement between Butler County Children and Youth/Juvenile Probation and Advent Financial Systems, LLC, beginning 3/15/23 for a 12-month period with automatic renewal (rates attached on Exhibit A), with authorization for the Chairman to sign.

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

E. Human Services – Area Agency on Aging

1. Brandon Savochka requested approval of a Lease/Purchase Option with Pitney Bowes in the amount of \$139.45/month (for 60 months, for a total of \$8,367) for the postage machine. This agreement starts upon signing and receipt of new equipment. This will replace the current agreement that expires in September 2023. At the end of the term, the postage machine will be the property of the Aging Office. There are no County funds involved; payment will be made out of the Aging Block Grant.

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

2. Brandon Savochka requested approval of a Disc Jockey Purchaser Agreement with Marty Tack dba Golden Oldies in the amount of \$125 for disc jockey services for the Senior Center’s “Senior Prom” being held on 5/31/23. There are no County funds involved; payment will be made out of the Senior Center Autonomy Funding.

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

F. Planning - CDBG

1. Wendy Leslie requested approval to award the proposal for the Request for Qualifications for engineering services for the CDBG Program opened at the 3/1/23 Public Meeting. Proposals were scored individually and the highest scoring proposal was Widmer Engineering, Inc. of Beaver Falls, PA for the four-year period 3/15/23 – 3/14/27; no County funds are involved.

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

2. Wendy Leslie opened bids for the Jefferson Township Park Restroom Project as follows:

Name/Address of Bidder	Bid Bond	Amount
TBI Contracting 1701 Boston Hollow Road McKeesport, PA 15135	X	\$185,000
Graham Construction 16 Dutchfork Church Road Claysville, PA 15323	X	\$129,969

Ms. Leslie asked to table this item pending further review.

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

G. Procurement

1. Shawn Pugh requested approval of the eProcurement contract with Tyler Technologies to implement the eProcurement Vendor Access module in MUNIS to increase efficiency in the ordering process. There is a one-time set-up fee of \$12,800 with a yearly fee of \$21,000 (the first year prorated cost is \$15,750). This contract will run concurrent to the current Tyler contracts, with authorization for the Chairman to sign.

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

H. Property & Revenue (See Attachment Book for details)

1. Solicitor Julie Graham requested approval of the 2022 Assessment Appeal Settlements.

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

I. Commissioners

1. Chairman Leslie Osche requested ratification of an Agreement for Professional Services for Julie M. Graham.

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

2. Solicitor Julie Graham requested approval of a Consulting Agreement between the County of Butler and the Community Development Corporation (CDC) for a one-year period (1/1/23 – 12/31/23) at an annual rate of \$75,000, payable in four quarterly installments in the amount of \$18,750, payable on March 15, June 15, September 15 and December 15.

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

3. Solicitor Julie Graham requested approval of Resolution No. 2023-4, authorizing Butler County to enter into the Settlement Agreements with Teva, Allergan, CVS, Walmart and Walgreens and agree to the terms of the Pennsylvania Opioid Misuse and Addiction Abatement Trust, with authorization for the County Budget and Human Services Finance Director to execute Participation Agreements and related distributions, pending receipt and approval of Exhibits 1 and 2, attachments to the Resolution, which will be forthcoming.

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

4. Solicitor Julie Graham requested approval of Resolution No. 2023-5, expanding upon the previously established guidelines for reimbursement for the cost of setting grave markers on the graves of deceased service members to include reimbursement for peacetime service members, not to exceed \$100.

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

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 Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously. The meeting adjourned at 10:21 a.m.

Respectfully submitted,

Pam Hammonds
Administrative Assistant
Approved: 3/29/23

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Wednesday, March 29, 2023, 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.*