

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Public Meeting**  
**Wednesday, March 17, 2021**  
**10:00 a.m.**

**MINUTES**

**PRESENT:**

Chairman Leslie Osche  
Commissioner Kimberly Geyer  
Commissioner Kevin Boozel  
Lori Altman, Dir. Human Resources/Chief Clerk  
Ann Brown, Budget & HS Finance Director  
H. William White, III, Solicitor  
Maria Malloy, Admin. Assistant  
Lori Shah, Admin. Assistant  
Pam Hammonds, Admin. Assistant  
Steve Bicehouse, Emergency Services  
Harry Callithen, Sheriff's Office  
Sarah Edwards, Register of Wills/Orphan's Court  
Amanda Feltenberger, Human Services  
Kelly Ferrari, Prothonotary  
Mark Gordon, Planning  
Candace Graff, Court Administration

Kevin Gray, Planning  
Ben Holland, Controller  
Sheryl Kelly, Planning  
Bill Kepple, Human Services  
Diane Marburger, Treasurer  
Leslie Powers, Controller's Office  
Doug Ritson, Probation  
Brandon Savochka, Human Services  
Linda Sell, Controller's Office  
Aaron Sheasley, Elections  
Mike Slupe, Sheriff  
Kristin Wilson, Controller's Office

**MEDIA:**

Paula Grubbs, Butler Eagle  
Harold Aughton, 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 10:45 a.m. on Wednesday, March 17, 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**

No public comment was made.

**APPROVAL OF MINUTES**

Chairman Osche called for a motion to approve the March 3, 2021 Public Meeting minutes.

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

**PROCLAMATIONS AND PRESENTATIONS**

Recent Citation:  
-- Steve Ward

## **OLD BUSINESS**

Solicitor Wil White stated that an Executive Session with the Board of Commissioners and himself was held on Monday, March 15, 2021, from 3:30 p.m. to 4:25 p.m. for the purposes of personnel. No action was taken.

## **BOARD OF ELECTIONS**

None

## **NEW BUSINESS**

### **A. Court Administration**

1. Candace Graff requested approval of the Second Amendment Agreement Re: License Agreement with Multi- Health Systems, Inc. and Butler County Adult Probation for their Risk Needs Assessment, for the period 1/3/21 – 1/2/22, in the amount of \$599/annual service fee and \$2.63 for each assessment. This tool is used to assess the offenders on probation and parole.

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

2. Candace Graff requested approval of a Cleaning Contract with Relihan Enterprises for the Saxonburg Magisterial District 50-3-03, for the period 3/9/21 – 3/9/22, in the amount of \$235/month (no increase in price), with a \$30 charge for each window cleaning in the spring and fall, with authorization for the Chairman to sign.

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

The following item was added to the agenda:

3. Candace Graff requested approval of the 2017/21 Supervision Fund Agreement, of which we are required to update the signature page annually. This agreement provides an avenue for the State to return the 50% of Act 35 funds they receive. By doing so, we get to keep all the funds collected by our offenders. This portion goes directly to the County general fund to offset salaries and benefits.

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

### **B. Emergency Services**

1. Steve Bicehouse requested approval of a Professional Services Agreement with Michael Baker International to assist in the development of the Hazard Mitigation Plan, in the amount of \$49,997. This is covered by a grant from the FEMA that is a 75/25 match with the 25% being covered by in-kind services, pending Solicitor review.

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

2. Steve Bicehouse requested approval of a Lease with Clearview Mall Capital Holdings for Space (15,000 sq. ft.) for a Community Vaccine Center in conjunction with Butler Health System. Term will be 90 days with the option to renew, in the amount of \$12,500/month, with authorization for the Chairman to sign.

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

**C. Facilities & Operations**

1. Chief Clerk Lori Altman requested approval of a Service Agreement Renewal with Johnson Controls for the prison fire alarm, fire pump, sprinkler, kitchen hood's annual and semi-annual inspections, for the three-year period, 4/1/21 – 3/31/24, for the total amount of \$20,865, with authorization for the Chairman to sign.

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

2. Chief Clerk Lori Altman requested ratification of a Job Order with Gordian/Clark Contractors, Inc. for a credit in the amount of \$5,672.10 for 25 soap dispensers in the Government Center, Courthouse and Annex.

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

3. Chief Clerk Lori Altman requested ratification of a Job Order with Gordian/Clark Contractors, Inc. for a credit in the amount of \$4,954.92 for 20 soap dispensers for the outlying buildings.

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

4. Solicitor Wil White requested ratification of electric pricing with Energy Harbor for 36 months, beginning 4/1/21, and 4 additional accounts beginning 7/1/22. We will go to Energy Harbor default rate for 1 month (March 2021).

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

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

1. Brandon Savochka requested approval to reappoint Shirley Warburton to a second three-year term (4/2/21 – 3/31/24) to the MH/EI/ID Advisory Board.

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

2. Brandon Savochka requested ratification of the 2020/21 Shared Ride Consolidated Operating Assistance Grant Agreement (COA-G-20-21-BUTLER-00041) in the amount of \$564,270 along with the authorization for the Chairman to electronically sign all grant agreement documents in dotGrants. This grant is being funded using CARES funds to help cover the losses of the Section 5311 Transportation Programs.

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

3. Brandon Savochka requested ratification of the previous request made March 5, 2021 for approval to submit the County Human Services Plan for Emergency Rental Assistance Program to the PA Department of Human Services. This program is federally funded and the purpose is to provide financial assistance to eligible renter households (those who became unemployed or lost income after March 13, 2020 and have a household income of

no more than 80% of Area Median Income) to pay rental and utility arrears, rent payments, and other related housing expenses incurred due, directly or indirectly, to COVID-19. Butler County received an allocation of \$12,355,148.83 which, will be contracted to the Center for Community Resources to operate the program, beginning on March 29, 2021.

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

4. Brandon Savochka requested approval of the following contract amendments for FY 2020/21:
  - a. The ARC of Butler County
  - b. Lifesteps
  - c. C.A.R.E.S.
  - d. Community Care Connections
  - e. ANR
  - f. Center for Community Resources

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

5. Brandon Savochka requested approval to submit a request to the PA Department of Community and Economic Development to modify our current Emergency Solutions Grant-CV. This modification includes moving \$303,936 out of the Homelessness Prevention (HP) Component and into the Emergency Shelter Component, with authorization for the Chairman to sign the modification request letter on behalf of the Board.

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

**E. Human Services – Children & Youth** (See Attachment Book for details)

1. Brandon Savochka requested approval to purchase five (5) Jeep Grand Cherokees to replace the old vehicles as per Kevin Gray's recommendation. The total purchase price is \$143,203.40 with the County covering the upfront purchase and Children & Youth reimbursing the County over a three-year period.

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

**F. Planning**

1. Kevin Gray requested approval of the 2021 HRG Fee Schedule for Engineering Services.

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

**G. Planning - Recycling**

1. Sheryl Kelly requested approval of the addition of Evergreen Landfill Inc. in Indiana County as a designated disposal facility in Butler County's Municipal Solid Waste Management Plan and to Butler County's Solid Waste Ordinance, for the term of 10 years, pending conditional approval upon receipt of completed Forms A and B, at no cost to the County.

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

2. Sheryl Kelly requested approval of a Designation of Agent Resolution, designating Sheryl Kelly for the purpose of “Agent”, related to the County’s update of its Hazard Mitigation Plan, for the purpose of obtaining financial assistance, with authorization for the Chairman to sign.

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

3. Sheryl Kelly requested approval of an Intent to Participate Agreement designating Sheryl Kelly as the Lead Person for the Hazard Mitigation Plan Update and Mark Gordon, Sherry Sholes, Donna Armahizer, Ashley Leslie and Sheryl Kelly as the designees to commit three hours per week as part of the 25% match for employee hours as part of the financial match requirement, with authorization for the Chairman to sign.

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

#### **H. Veterans Services**

1. Chief Clerk Lori Altman requested approval of a three-month (4/1/21 – 7/1/21) Agreement with America First Enterprises LLP dba Oliver Outdoor for a billboard advertising display in the amount of \$895/month (no price increase from last year), with authorization for the Chairman to sign.

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

#### **I. Commissioners**

1. Solicitor Wil White requested approval of Resolution No. 2021-10, authorizing participation in a Pilot Project to study and develop recommendations to address EMS concerns in the County.

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

2. Chairman Osche asked for approval of Resolution 2021-11, authorizing the donation, by the Butler County Sheriff’s Office and Butler County, of retired K9 Officer Bullet.

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**

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 11:22 a.m.

Respectfully submitted,

Pam Hammonds  
Recording Administrative Assistant  
Approved: 4/7/21

**BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:**

**NEXT PUBLIC MEETING:  
LOCATION:**

**Wednesday, April 7, 2021, at 10:00 a.m.  
Government Center Annex Planning Department's  
Large Conference Room, Floor UL  
*Please Note: A Special Meeting will be held on  
Wednesday, April 28, 2021, at 10:00 a.m., regarding  
Infrastructure Bank applications.***

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