

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Public Meeting**  
**Wednesday, April 12, 2023**  
**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  
Pam Hammonds, Admin. Assistant  
Matthew Vickless, Commissioner's Office  
Shawn Pugh, Commissioner's Office  
Candace Graff, Court Administration  
Kevin Gray, Planning – Bridges  
Wendy Leslie, Planning – CDBG  
Rob McLafferty – Emergency Services  
Jeremy Nickl – Emergency Services  
Leslie Powers, Controller's Office  
Megan Ruffaner, Court Administration  
Brandon Savochka, Human Services  
Jim Venturini, Information Technology

**VISITORS:**

Terrance Berry, Butler City  
Fred Caesar, Clinton Township  
Carol Christner, Clinton Township  
Kimberly Hall, Forward Township  
Brian Lefever, Butler Township  
Edie Rath, Penn Township  
Nina Teff, Butler Township

**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, April 12, 2023, in the Public Meeting Room, 1<sup>st</sup> 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 29, 2023 Public Meeting minutes.

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

## **PROCLAMATIONS AND PRESENTATIONS**

Today's Proclamations:

- National Telecommunications Week, April 9 – 15, 2023
- 412Thrive Day, April 12, 2023

Previously presented:

- Soroptimist 70th Anniversary

## **OLD BUSINESS**

None

## **BOARD OF ELECTIONS**

None

## **NEW BUSINESS**

### **A. Court Administration**

1. Candace Graff requested ratification of a County Criminal Justice Advisory Board Technical Assistance and Training Grant application in the amount of \$2,000, with authorization for the Director of CJAB to sign.

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

### **B. Elections**

1. Chief Clerk Lori Altman requested approval of an Interim Placement Agreement with Specialized Staffing & Industry Recruiters for the 2023 Elections at the rate of \$12/hour for election workers, with a total County cost of \$18.96/hour after including Specialized Staffing costs are added in, with authorization for the Chairman to sign.

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

### **C. Facilities & Operations**

1. On behalf of Mike Hillwig, Solicitor Julie Graham requested approval of an Agreement/Invoice from Allegheny Safe & Lock in the amount of \$4,736 for the one-year period 4/18/23 – 4/17/24 for the annual Ultra Cloud Software Maintenance Agreement for up to 148 doors (\$32/per door).

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

### **D. Human Services – Area Agency on Aging**

1. Brandon Savochka requested approval of a contract with Lamar Advertising for senior centers activities/events advertising displays for the period 4/8/23 – 1/12/24 in the amount of \$15,500. This display has been approved by the State; there are no County funds involved; payment will be made from the Aging Block Grant.

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

2. Brandon Savochka requested approval of a contract with America's First Enterprises LLP dba Oliver Outdoors for senior centers activities/events advertising displays for the period 6/1/23 – 12/31/23 in the amount of \$7,500. This display has been approved by the State; there are no County funds involved; payment will be made from the Aging Block Grant.

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

#### **E. Information Technology**

1. Jim Venturini requested approval of a Quote with A2U for a block of 40 professional service hours for a total cost of \$9,000, with authorization for the Chairman to sign. .

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

2. Jim Venturini requested approval of a renewal Statement of Work with CivicPlus for Website Hosting services for a 12-month term beginning on 4/18/23 for the total annual cost of \$15,594.57 with the percentage amount of the annual increase currently being negotiated between the County and CivicPlus. Approval pending Solicitor's ability to successfully conclude these negotiations, with authorization for the Chairman to sign.

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

#### **F. Planning**

1. Ann Brown requested approval of the Third Letter of Amendment to the Original Consultant Agreement, dated 3/1/19, with Delta Development Group to facilitate the mutually agreed-upon 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 2023.

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

#### **G. Planning – Bridges**

1. Kevin Gray requested approval and award of the Concrete Bid. DuBrook was the only bidder at \$561.50/yard.

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

#### **H. Planning - CDBG**

1. Wendy Leslie requested approval to revise Jefferson Township's 2020 and 2021 funding to fund the Laura Doerr Park Restroom Project. Year 2020, revise \$12,750.97 of their remaining admin funds and year 2021, revise \$28,578.03 of their housing rehab funds and allocate that to the Park Restroom Project, with authorization for the Chairman to sign the revision paperwork.

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

2. Wendy Leslie requested approval to amend the agreement between the County of Butler, Jefferson Township and the Redevelopment Authority of Butler County to reduce the 2021 housing rehab contract by \$28,578.03. This is due to the revision of funds.

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

3. Wendy Leslie requested approval and award of the Jefferson Township Park Restroom Project. Two bids were received and opened at the 3/15/23 public meeting. They are as follows:
  - a. TBI Contracting, McKeesport, PA - \$185,000
  - b. Graham Construction, Claysville, PA - \$129,969

After reviewing the bids, the engineer recommended awarding the bid to Graham Construction of Claysville, PA for the amount of \$129,969.

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

4. Wendy Leslie announced the Butler County Environmental Review Certifying Officer as Julie Graham. This is in compliance with the federal regulations of the CDBG Program.
5. Wendy Leslie requested approval to amend the Cooperation Agreement from 10/13/21 between the County of Butler and the Redevelopment Authority of Butler County on the Scope of Services listed in Article 1 number 25. This will be deleted as the County of Butler will submit the HOME grant reports to DCED as of 4/4/23. All other terms of the contract remain the same.

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

#### **I. Commissioners**

1. Chief Clerk Lori Altman requested approval of Resolution No. 2023-6, authorizing the sale of a 2008 Ford F-150, VIN 1FTRF14W58KE83821, and a 2010 Polaris SPMN 500 ATV, VIN 4XAMH50A2AA768629.

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

2. Chief Clerk Lori Altman requested approval of the revisions to the Travel Policy for addressing an overnight in-state or out-of-state extradition for County employees.

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

#### **CONFERENCE TIME WITH MEDIA**

**PUBLIC COMMENT ON GENERAL ITEMS**

Fred Caesar, a member of the Friends of the Saxonburg Museum, a 501C3, spoke briefly regarding funding.

Brian Lefever spoke briefly with regard to the Constitution/Elections.

**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 10:40 a.m.

Respectfully submitted,

Pam Hammonds  
Administrative Assistant  
Approved: 4/26/23

**BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:**

**NEXT PUBLIC MEETING:** Wednesday, April 26, 2023, at 10:00 a.m.  
**LOCATION:** Pubic Meeting Room, 1<sup>st</sup> Floor, Government Center

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

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