

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Wednesday, July 19, 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
Lori Shah, Admin. Assistant
Pam Hammonds, Admin. Assistant
Matthew Vickless, Commissioner's Office
Shawn Pugh, Commissioners' Office
Jade Bowers, Elections
John Campbell, Commissioner's Office
Sarah Edwards, Register of Wills
Mark Gordon, Planning
Mike Hillwig, Facilities & Operations
Chantell McCurdy, Elections
Janet Mentel, Property & Revenue
Leslie Powers, Controller's Office
Adam Price, Elections
Doug Ritson, Adult Probation
Brandon Savochnka, Human Services
Sheriff Mike Slupe, Sheriff's Office
Jim Venturini, Information Technologies
Lance Welliver, Parks & Recreation

VISITORS:

Atty. Patrick Casey, Board of Elections
Carol Christner, Clinton Twp.
Ann Coleman, Mercer County
Atty. Mike English, Board of Elections, via phone
Bill Finley, Mercer County
Atty. Carol McCarthy, Board of Elections, via phone
Edie Rath, Penn 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, July 19, 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 June 21, 2023 Public Meeting minutes.

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

PROCLAMATIONS AND PRESENTATIONS

Being presented today:

- Parks & Recreation Professional Day, Friday, July 21, 2023

Previously Presented:

- Lions Club 100 Year Anniversary

OLD BUSINESS

None

BOARD OF ELECTIONS

A. Attorney Mike English, Chairman of the Board of Elections, called for a motion to approve the filing of the Petition for Division of Election District in the following areas:

1. Adams Township (from three to five districts)

Attorney Patrick Casey made the motion; seconded by Attorney Carol McCarthy. The motion carried unanimously.

2. Connoquenessing Township (from one to two districts)

Attorney Patrick Casey made the motion; seconded by Attorney Carol McCarthy. The motion carried unanimously.

3. Cranberry Township (from nine to eleven districts)

Attorney Patrick Casey made the motion; seconded by Attorney Carol McCarthy. The motion carried unanimously.

4. Jackson Township (from one to two districts)

Attorney Patrick Casey made the motion; seconded by Attorney Carol McCarthy. The motion carried unanimously.

5. Middlesex Township (from two to three districts)

Attorney Patrick Casey made the motion; seconded by Attorney Carol McCarthy. The motion carried unanimously.

The following item was added to today's agenda:

6. Solicitor Julie Graham requested approval for the Board of Elections to authorize Chantell McCurdy to sign the appropriate Petitions mentioned above.

Attorney Patrick Casey made the motion; seconded by Attorney Carol McCarthy. The motion carried unanimously.

NEW BUSINESS

A. Court Administration

1. Doug Ritson requested approval of an SAAS Service Agreement between Multi-Health Systems, Inc. (MHS) and Butler County Adult Probation for the Level of Service/Case Management Inventory (LS/CMI) which is a risk and needs assessment tool integrated into the Adult Probation Case Management System and is utilized to assess an individual's risk to reoffend and determine which needs to address and reduces his/her likelihood to reoffend and assists with becoming a more productive member of society. Rates are as follows:
 - * LS/CMI Annual Service Fee = \$662
 - * LS/CMI Individual Use – 800 x \$3.45 = \$2,760

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

B. Elections

1. Chantell McCurdy requested approval of a Quotation from Election Systems & Software, LLC (ES&S) for CFChips software upgrade in the amount of \$10,161.

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

2. Chantell McCurdy requested approval of a Purchase Order with Election Systems & Software, LLC (ES&S) for hardware and software upgrades in an amount not to exceed \$19,751, with authorization for the Chairman to sign.

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

C. Register of Wills/Clerk of Orphans Court

1. Sarah Edwards requested approval of a contract with GovOS for PDF/A scanning services based on a 5-year agreement with the option to cancel with a 60-day notice, with authorization for the Chairman to sign. Years 1 through 5 are as follows:
 - * Year 1 - \$1,932.00
 - * Year 2 - \$1,989.96
 - * Year 3 - \$2,049.66
 - * Year 4 - \$2,111.15
 - * Year 5 - \$2,174.48

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

D. Sheriff

1. Sheriff Mike Slupe requested approval of a User License Agreement for Online Weapons Permit Application with Permitium, LLC, which provides an applicant the opportunity to renew/apply for a License to Carry through a third party (Permitium) and will notify them when they can pick-up their license in the office. There is no cost to the County.

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

E. Human Services (See Attachment Book for details)

1. Brandon Savochka requested approval of the following contract amendments for the period 7/1/22 – 6/30/23:
 - a. Glade Run Amendment #4 – add Grace Expansion totaling \$40,000; Warming Center \$115 per diem with maximum of \$50,715; and Mobile Meds \$94.85 per diem with maximum of \$10,000.

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

- b. Milestone Center Amendment #2 – add \$5,516 to the program maximum for a new total of \$1,219,772.

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

- c. Karns City Communities That Care Amendment #1 – add \$16,040 for a new contract maximum of \$61,040.

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

- d. NDC Amendment #3 – add \$6,000 to Renovations/Security Upgrades for a new maximum of \$50,000.

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

2. Brandon Savochka requested approval of the Pennsylvania Medical Assistance Transportation Program (MATP) Grant Agreement for the period 7/1/23 – 6/30/24.

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

3. Brandon Savochka requested approval of the following HUD Path contracts for the period 8/1/23 – 7/31/24:
 - a. Catholic Charities HUD Path – total program maximum is \$16,831.
 - b. NDC HUD Path – total program maximum is \$82,152.

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

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

1. Brandon Savochka requested approval of the following contract amendment with Butler County Children and Youth/Juvenile Probation for the period 7/1/22 – 6/30/23:
 - a. Justice Works Youth Care, Inc. Amendment #1 – add \$65,000 to Independent Living Services for a total of \$695,000.

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

G. Human Services – Drug & Alcohol (See Attachment Book for details)

1. Brandon Savochka requested approval to reappoint Kristan Semmler to serve a second three-year term (8/1/23 – 7/31/26) on the Drug & Alcohol Advisory Board.

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

H. Human Services – Area Agency on Aging

1. Brandon Savochka requested approval for a renewal of the Home Delivered Meal Service Contract with the Alliance for NonProfit Resources for the period 7/1/23 – 6/30/25. There is no rate increase; there are no County funds involved; payment will be made from the Aging Block Grant. Rates are as follows:

* Home Delivery Service - \$126.07/per half day

* Home Delivery Service - \$252.14/per full day

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

I. Information Technology

1. Jim Venturini requested ratification of a Coterminous Lease with Ford Office Technologies in the amount of \$101.29/month for parts, labor, image drums and consumable supplies (excluding paper). This addition will be added to the current lease.

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

2. Jim Venturini requested approval to enter into a three-year Enterprise Quote with CDW Government, LLC Microsoft Enterprise, for Office 365 G3 Package and all County's Microsoft Servers Licensing. The annual PA CCAP contract payment is \$321,496.46/year for a total three-year cost of \$964,489.38, with authorization for the Chairman to sign.

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

3. Jim Venturini requested approval to enter into a Commercial Service Agreement with Armstrong Utilities, Inc. to upgrade our Dedicated Internet Access (DIA) from 300mb to 1g at the same cost. The total monthly cost of the DIA is \$1,200, with authorization for the Chairman to sign.

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

J. Planning

1. Chief Clerk Lori Altman requested to pull from today's agenda an update on the Butler County SALDO Amendment; report of Public Hearing; and approval of request to advertise for the SALDO Amendment Adoption.

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

K. Procurement

1. Shawn Pugh requested approval of Resolution No. 2023-13, authorizing the donation of five used computer monitors to the Butler City Police Department.

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

2. Shawn Pugh reported that there were two bidders for the 5th floor window replacement as follows:
 - a. DeLuca Glass, Slippery Rock, PA - \$31,206.97
 - b. Delrey Windows, Inc., Valencia, PA - \$50,230.00

Mr. Pugh reported that both bids were priced using different materials and therefore suggested that both bids be rejected, that the specs be tightened up, and sent out for rebid.

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

3. Shawn Pugh requested approval of the County Equipment Liquidation Policy.

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

L. Tax Claim

1. Janet Mentel requested ratification of settlement of Wal-Mart Real Estate Business Trust Assessment Appeal, Case No. 20-40289, in the new fair market value of \$13,500,000 for 2021, \$13,600,000 for 2022 and \$13,750,000 for 2023.

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

M. Commissioners

1. Chief Clerk Lori Altman requested approval of an agreement with Curran Taylor, Inc. for storage of Duffy (Senior Center) Kitchen items in the amount of \$310/month on a month-to-month basis until delivery is requested.

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

2. Chief Clerk Lori Altman requested approval of extension of the Agreement of Professional Services for Julie M. Graham (which was previously approved at the 3/15/23 meeting) for the period 8/1/23 – 12/31/23.

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

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 11:04 a.m.

Respectfully submitted,

Pam Hammonds
Administrative Assistant
Approved: 8/2/23

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Wednesday, August 2, 2023, 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.