

BUTLER COUNTY BOARD OF COMMISSIONERS
Agenda-Setting Meeting
Thursday, September 13, 2017
10:00 a.m.

MINUTES

PRESENT:

Chairman Leslie Osche
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Scott Andrejchak, Chief Clerk
Michael English, County Solicitor
Lori Altman, Human Resources
Steve Bicehouse, Emergency Services
Shari Brewer, Elections
Ann Brown, Human Services
John Campbell, Facilities & Operations
Sarah Edwards, Register of Wills
Amanda Feltenberger, Human Services
Tom Holman, Court Administration
Donna Jenereski, Drug & Alcohol
Janine Kennedy, Community Action

Wendy Leslie, CDBG
Janet Mentel, Tax Claim
Michelle Mustello, Recorder of Deeds
Chris Savage, Assessment
Lori Shah, Administrative Asst.
Mike Slupe, Sheriff
Maria Thomas, Recording Admin. Asst.

Visitor:

Ray Steffler, Sen. Hutchinson's Office

Media:

Paula Grubbs, Butler Eagle
Kayla Molczan, Butler Radio

CALL MEETING TO ORDER

The regular public agenda-setting meeting of the Butler County Board of Commissioners was called to order by Chairman Leslie Osche at 10:00 a.m. on Wednesday, September 13, 2017, in the Public Meeting Room.

MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE

A moment of silent prayer was observed, followed by the Pledge of Allegiance.

ANNOUNCEMENT OF EXECUTIVE SESSIONS

Chief Clerk Scott Andrejchak announced that the Butler County Board of Commissioners met on August 25, 2017, August 28, 2017 and August 31, 2017 to discuss union negotiations pursuant to the Sunshine Act.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

- August 10, 2017, Agenda-Setting Meeting
- August 16, 2017, Public Meeting

PROCLAMATIONS AND PRESENTATIONS

- Mental Health Awareness Week, October 1-8, 2017
- National Alcohol and Drug Addiction Recovery Month - September, 2017
- Fetal Alcohol Spectrum Disorders - September, 2017

OLD BUSINESS

None.

BOARD OF ELECTIONS

- A. Shari Brewer will request ratification of rental agreement with Election Systems & Software, LLC for voter tabulation equipment and related services from September 1, 2017 through December 31, 2018.

NEW BUSINESS

A. Assessment

1. Chris Savage will request approval to continue preventative maintenance agreement with Compucom Inc. in the amount of \$887.
2. Mr. Savage will request approval of three year contract with Government Software Services, Inc. to print Homestead/Farmstead forms at rate of \$0.35 per form.
3. Mr. Savage will request approval of Professional Services Agreement with Evaluator Services and Technology, Inc. to assist in review and valuation of cellular towers and telecommunication structures.

B. Court Administration

1. Tom Holman will request approval of application to JCJC for the 2017-2018 Juvenile Court Grant-In-Aid. Mr. Holman announced they will be requesting \$257,000.
2. Mr. Holman will request approval of annual agreement with Weyman's Landscaping for snow removal at the Cranberry MDJ office.
3. Mr. Holman will request approval of grant application to PCCD for the purchase of scanning equipment at the Butler County Prison.
4. Mr. Holman will request approval of CJAB request for a Technical Assistance and Training Grant to permit Butler County staff to attend the "Stepping Up Initiative" conference.

C. Emergency Services

1. Steve Bicehouse will request approval of an agreement with Caliber for GIS data conversion related to the shared CAD project for \$6,600 pending solicitor approval.

2. Mr. Bicehouse will request approval of a renewal of Netmotion VPN service for a one year term at \$3,880.
3. Mr. Bicehouse will request approval of a renewal of a maintenance contract with SBM for \$3,040.
4. Mr. Bicehouse requested approval of invoice from APCO International in the amount of \$21,670.

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

D. Facilities & Operations

1. John Campbell will request approval of twelve month renewal of Business Services Agreements with Consolidated Communications for monthly recurring telephone charges and long distance buckets, with authorization for Chairman to sign.
2. Mr. Campbell will request ratification of Agreement with Croll's Mills Auctions for Fall auction, with authorization for Chairman to sign.

E. Human Resources

1. Lori Altman will request approval to renew Engagement Agreement with The Reschini Group to provide services for Affordable Care Act reporting and compliance including 1094 and 1095 forms for the year 2017. The rate is \$6.25 per form for 2017 health insurance information.
2. Ms. Altman will request approval of two year renewal of life insurance policy with Met Life from January 1, 2018 through December 31, 2019 with no rate change. Basic Life rate is .098 and PADD rate is .016, and premium is calculated based on \$1,000 of benefit.

F. Human Services – Area Agency on Aging

1. Ann Brown will request approval to amend language in current agreement with Pittsburgh Senior News regarding the resource publication. Language will be amended to change the resource publication from an annual printing to an “upon request” printing. Cost Savings for FY17/18 will be \$4,000.
2. Ms. Brown will request approval to enter into Professional Service Agreement with Information Age Technologies Inc. for SAMS and OMNIA consulting and support. As of October 1, 2017, the rate will be \$110.00/per hour.
3. Ms. Brown will request approval to enter into a contract with Positive Approach, LLC for a PAC Skills Awareness Staff Training (Changing Caregivers into Care Partners through Connection, Communication, & Care). Event Date will be April 20, 2018. Amount of contract is \$2,500/day plus travel expenses for two PAC Skills Trainers. Training has been approved by the Butler, Mercer, and Lawrence County PA Link Committee and PA Dept. of Aging.
4. Ms. Brown will request approval of contract with American Red Cross for FY16/17 for emergent services that were administered for residents over the age of 60. Total Amount of Agreement is \$2,373.00 (\$1,845 is for Disaster Assistance and \$528 is for Smoke Alarm Installations).
5. Ms. Brown will request approval of contract with Catholic Charities for FY16/17 for emergency shelter stays and case management administered for residents over the age of 60. Total Amount of Agreement is \$5,680 (\$50/night for shelter and \$30/day for case management). There were a total of 71 days/nights.

6. Ms. Brown will request approval of contract with Community Health Clinic of Butler County for FY16/17 for medical expenses acquired in efforts to avert protective service situations for residents over the age of 60 and enable them to remain in the community. Total Amount of Agreement is \$36,649 (67 consumers at \$547/per consumer).

G. Human Services

1. Ms. Brown will request approval to appoint Ms. Joyce Ealy for a three year term to the MH/EI/ID Advisory Board, for term running September, 2017 through August, 2020. Ms. Ealy is replacing Ms. Dottie Bowen.
2. Ms. Brown will request approval of the following FY 2016-2017 Human Services contract amendments (see Attachment Book for details):
 - a. Milestone Centers, Inc.
 - b. Catholic Charities
3. Ms. Brown will request approval of FY 2017-2018 Human Services contract amendments as follows (see Attachment Book for details):
 - a. Alliance for Nonprofit Resources
 - b. Center for Community Resources, Inc.
4. Ms. Brown will request approval of the following FY 2017-2018 Human Services Contracts (see Attachment Book for details):
 - a. Alliance for Behavioral & Developmental Disabilities
 - b. AccessAbilities
 - c. Developmental Therapy Associates
 - d. Catholic Charities for contract period 8/1/17 – 7/31/18
 - e. Catholic Charities for contract period 7/13/17 – 4/30/18

H. Human Services – Drug & Alcohol

1. Ann Brown will request approval for the following Drug and Alcohol Contracts for July 1, 2017- June 30, 2018 (see Attachment Book for details):
 - a. Alpine Springs, LLC
 - b. Center for Behavioral Health of PA
 - c. Davis Archway House
 - d. Ellen O'Brien Gaiser Addiction Center
 - e. Freedom Healthcare Services
 - f. Keystone Wellness Programs

I. Human Services – Children & Youth Services

1. Ann Brown will request approval of the following FY 2017-2018 Children & Youth/Juvenile Probation contracts (see Attachment Book for details):
 - a. Jefferson County Detention Center
 - b. Mid-Atlantic Youth Corp
2. Ms. Brown will request approval of amendment with Redwood Toxicology Laboratory contract (see Attachment Book for details).

J. Human Services – Community Action

1. Ann Brown will request approval to enter into contract with the Redevelopment Authority of Butler County for administration of the 2016 HOME Program for owner occupied housing rehabilitation

in the Lyndora/Homeacre area. The term of the contract is May 11, 2017 to May 10, 2021. The contract consists of \$294,000 from HOME funds and a match of \$100,000 from the ACT 137 funds.

2. Ms. Brown will request approval to submit the 2017/2018 Medical Assistance Transportation Program Participation Grant Agreement and Allocation Acceptance Letter with the Pa Department of Human Services. Butler County's allocation for FY 2017/2018 is \$2,451,937.
3. Ms. Brown will request approval to submit the 2017/2018 Consolidated Assistance Agreement with the PA Department of Transportation, with authorization for Chairman to electronically accept the contract through the PENNDot E-Grant system. Butler County's allocation for FY 2017/2018 is \$665,200 consisting of the following:
 - \$461,000 Shared Ride Lottery
 - \$174,200 Transportation for Persons with Disabilities (PWD)
 - \$30,000 Welfare to Work (vehicle purchase/repair)

K. Planning - CDBG

1. Wendy Leslie will request approval to enter into cooperation agreements with the entitlements of Jefferson, Penn, Slippery Rock, and Summit Townships to administer their 2017 CDBG contracts.

L. Recorder of Deeds

1. Recorder of Deeds Michelle Mustello will request approval for Recorder of Deeds to sign eRecording Agreements with Simplifile and CSC (Corporation Service Company).

M. Register of Wills

1. Register of Wills Sarah Edwards will request approval of Renewal and Extension Agreement to the County Fusion Electronic Records Management Solution dated February 29, 2008. This is a two-year extension in the amount of \$21,075 per year.

N. Sheriff's Office

1. Sheriff Mike Slupe requested ratification of agreement with The Butler Township Fireman's Association for security services.

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

2. Sheriff Slupe requested ratification of agreement with the Slippery Rock Area High School to provide security services.

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

O. Tax Claim

1. Janet Mentel will request approval to sell from the Repository list the following properties, with authorization for the Chairman to sign:
 - a. Parcel #051-38-D11-0000, Butler Twp., Ward 1, currently in the name of Bryson E. Kennedy Est. c/o Butler Twp. Tax Collector to Mickie C. Mennor for a bid of \$650.00.
 - b. Parcel #051-46-18-0000, Butler Twp., Ward 1, currently in the name of Eugene Schaffner Sr. ET UX c/o Eugene Schaffner Jr. to Georgette Fleeger for a bid of \$600.00.

- c. Parcel #052-37-C103-0000, Butler Twp., Ward 2, currently in the name of Brian T. Moore to Michelle F. Skal for a bid of \$600.00.
- d. Parcel #053-16-A3-0000, Butler Twp., Ward 3, currently in the name of Richard E. Gobert to Tyler James Young for a bid of \$600.00.
- e. Parcel #120-S3-A81-0000, Connoquenessing Twp., currently in the name of John A. Antonelli to Michael D. & Rebecca A. Dressler for a bid of \$600.00.
- f. Parcel #120-S3-A284-0000, Connoquenessing Twp., currently in the name of Gene H. & Kimiko Porter to Alex Burgunder for a bid of \$1,006.00.
- g. Parcel #120-S3-A290-0000, Connoquenessing Twp., currently in the name of Martin Rodgers to Patricia & Dennis Newman for a bid of \$600.00.
- h. Parcel #120-S4-A549-0000, Connoquenessing Twp., currently in the name of Took Enter LLC to John S. Henzel & Lois A. Dittman for a bid of \$750.00.
- i. Parcel #120-S6-A1155-0000, Connoquenessing Twp., currently in the name of Elmer & Katherine J. Dropp to Michael Papst for a bid of \$650.00.
- j. Parcel #120-S7-A1493-0000, Connoquenessing Twp., currently in the name of Edmond G. & Carmella A. Paraggio to Joseph D. Darby for a bid of \$800.00.
- k. Parcel #340-S3-5A-0000, Bruin Borough, currently in the name of Jay Took to Gary L. & Norma J. Saylor for a bid of \$605.00.
- l. Parcel #564-17-4-0000, Butler City, Ward 4, currently in the name of Ronald C. & Deborah L. Gregg to David S. & Kathleen S. Bazzano for a bid of \$750.00.
- m. Parcel #564-17-5-0000, Butler City, Ward 4, currently in the name of Ronald C. & Deborah L. Gregg to David S. & Kathleen S. Bazzano for a bid of \$750.00.

P. Treasurer

- 1. Treasurer Diane Marburger will request approval of lease with Active Network for point of sale equipment, for three month term ending December 31, 2017, in the amount of \$247.50, with authorization for Chairman to sign.

Q. Commissioners

- 1. Chief Clerk Scott Andrejchak requested ratification of consent as lender, to provide authorization to the Butler Area Housing & Community Development Corporation to reacquire the limited partnership interest in Rolling Road.

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

- 2. Solicitor Mike English will request approval of Memorandum of Understanding among the Butler Transit Authority, the County of Butler, the Township of Butler and the City of Butler.
- 3. Solicitor English will request approval of Tentative Agreement with the Detectives Association for contract term January 1, 2018 through December 31, 2021.
- 4. Chief Clerk Andrejchak will request approval to appoint T.J. McCance to the Butler County Housing and Redevelopment Authorities, with term ending April 30, 2020.
- 5. Chief Clerk Andrejchak will request approval to appoint Benjamin Jamieson to the Butler County General Authority, with term ending January 1, 2022.
- 6. Chief Clerk Andrejchak will request approval to appoint Gregg Semmel to the Butler County Industrial Development Authority with term ending January 1, 2019.

7. Chief Clerk Andrejchak will request approval of Resolution 2017-13 approving, as amended, a plan of financing by the Butler County Industrial Development Authority for the undertaking of a project for the benefit of Passavant Retirement and Health Center (d/b/a Lutheran Senior Life Passavant Community).
8. Chief Clerk Andrejchak will request approval of Building Rental Agreement and Indemnification Agreement with Slippery Rock Township, with authorization for the Chairman to sign. There is no fee.
9. Chief Clerk Andrejchak will request approval of Resolution 2017-14, approving submittal of a DUI Task Force Grant.
10. Solicitor English will request approval of Tentative Agreement with AFSCME for a contract term January 1, 2018 through December 31, 2022.
11. Solicitor English will request that effective January 1, 2018 the health insurance premium contributions for incumbent non-union employees shall increase to 6% of the monthly premium cost for the Community Blue Flex Plan or 12% of the monthly premium cost of the PPO plan.
12. Solicitor English will request that effective January 1, 2018 all non-union employees hired on or after January 1, 2018 shall contribute 10% of the monthly premium cost for the Community Blue Flex Plan or 15% of the monthly premium cost of the PPO Plan and shall be offered the Community Blue Flex and PPO plans with the in network deductibles of \$500/1000. Incumbent employees in network deductibles shall remain at 250/500.
13. Chief Clerk Andrejchak will request approval of Resolution 2017-15, amending Resolution and establishing an expiration date for the commitment of Affordable Housing Deed Fee Funds.

CONFERENCE TIME WITH MEDIA

Chairman Osche suspended the minutes for conference time with the media. Following media questions, the minutes resumed.

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 10:44 a.m.

Respectfully submitted,

Maria Thomas
Recording Administrative Assistant
Date Approved: October 18, 2017

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Wednesday, September 20, 2017 at 10AM
Public Meeting Room, 1st Floor

NEXT AGENDA-SETTING MEETING: Wednesday, October 11, 2017 at 10AM
Public Meeting Room, 1st Floor

FUTURE MEETINGS: Wednesday, October 18, 2017 Public Meeting
Thursday, November 9, 2017 Agenda-Setting
Wednesday, November 15, 2017 Public Meeting
Wednesday, November 29, 2017 Agenda-Setting
Wednesday, December 6, 2017 Public Meeting

The purpose of the agenda-setting meeting is to discuss matters of importance which may come before the Board of Commissioners for official action at the following public meeting. The attachments and documents for the agenda-setting meeting are subject to change before the time of official action or adoption.