

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Wednesday, March 21, 2018
10:00 a.m.

MINUTES

PRESENT:

Chairman Leslie Osche
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Scott Andrejchak, Chief Clerk
Michael English, County Solicitor
Joyce Ainsworth, Human Services
Lori Altman, Human Resources
Justin Baptiste, Prison
Steve Bicehouse, Emergency Services
Shari Brewer, Elections
Ann Brown, Human Services
John Campbell, Facilities & Operations
Mark Gordon, Planning & Economic Development
Candace Graff, Court Administration
Beth Herold, Area Agency on Aging
Ben Holland, Controller
Wendy Leslie, Planning
Janet Mentel, Tax Claim

Chris Savage, Assessment
Lori Shah, Administrative Asst.
Beau Sneddon, Prison
Maria Thomas, Recording Admin. Asst.
Lance Welliver, Parks & Recreation

Visitors:

Shirley Jackson
Lori Hinderliter, Federated Library
Kathy Kline, Federated Library

Media:

Paula Grubbs, Butler Eagle
Kayla Molczan, 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 10:21 a.m. on Wednesday, March 21, 2018, 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.

PUBLIC COMMENT

Shirley Jackson spoke about having voting polls in churches; suggesting they be in a neutral area.

APPROVAL OF MINUTES

Chairman Osche called for a motion to approve the minutes of the February 14, 2018, Agenda-Setting Meeting and the February 21, 2018, Public Meeting. Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously.

PROCLAMATIONS AND PRESENTATIONS

Lori Hinderliter of the Butler County Federated Library spoke about National Library Week, April 8-14, 2018. Chairman Osche announced that a Proclamation will be delivered to the library.

OLD BUSINESS

A. Parks & Recreation

- a. Lance Welliver requested approval of updated Special Permit document for Diamond Park to serve as the required document for anyone wishing to reserve the park in the future.

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

- b. Mr. Welliver requested approval of updated Park Ordinance (rules and regulations) to include the special permit and other improvements.

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

BOARD OF ELECTIONS

- A. Shari Brewer requested approval of the following people to the Computation Election Board for the 2018 Election Year:

- a. Gail Paserba
- b. Kathy Ferdinandsen
- c. Karen Barbati

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

- B. Ms. Brewer requested approval to submit to the PA Department of State the following voting poll sites as Inaccessible (due to not meeting all ADA regulations):

- a. Donegal Township
- b. Chicora Borough
- c. Butler City Precinct 4-2

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

- C. Ms. Brewer requested approval to move the following voting poll site locations:

- a. BUTLER TOWNSHIP PRECINCT 1-2 – From: Sunnyview Home Activities Room, Sunnyview Circle, Butler, PA to: Community Life Church, 1104 Pittsburgh Pike, Butler PA

- b. EAST BUTLER BOROUGH – From: East Butler Borough Building, 1107 Randolph Ave., East Butler, PA to: East Butler Presbyterian Church, 900 Randolph Ave., East Butler, PA
- c. PROSPECT BOROUGH – From: Prospect Fire Hall, 373 main St., Prospect to: The Presbyterian Church of Prospect, 115 Church St., Prospect

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

NEW BUSINESS

A. Assessment

- 1. Chris Savage requested approval of Tax Assessment Appeal of ACD Land Associates LP, 130-4F108-7HA, MSD 2017-40224 contingent on approval of all parties. Current assessment fair market value is \$1,500,000; and proposed settlement fair market value is \$1,300,000.

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

- 2. Mr. Savage requested approval of Professional Services Agreement: Telecommunication Tower Assessment with Evaluator Services and Technology, Inc.

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

B. Controller

- 1. Controller Ben Holland requested approval of licensing with Sage for implementing fixed asset software to record and depreciate the County's fixed assets at \$6,581 up front cost, and \$1,653 per year for maintenance.

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

C. Court Administration

- 1. Candace Graff requested permission to make application for PCCD Day Reporting Grant. Ms. Graff reported that \$306,000 is expected per year for the 2018-2020 fiscal years.

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

D. Emergency Services

- 1. Steve Bicehouse requested approval of \$19,600 for additional site path walks with Microwave Networks International.

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

- 2. Mr. Bicehouse requested approval of permit work related to the Crown tower sites and removal of equipment to ensure that the Church Road tower will pass structural analysis for total cost of \$29,190.

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

3. Mr. Bicehouse requested approval of work for structural analysis of the Forestville tower by American Tower for \$4,000.

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

4. Mr. Bicehouse requested approval of battery replacement/refresh for the Butler 91 site. Total cost is \$21,885.20.

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

5. Mr. Bicehouse requested approval of costs related to frequency acquisition for the paging Channel. Total cost for 12 sites is \$1200.

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

6. Mr. Bicehouse requested approval of Change Order 03 from JG Contracting Company, Inc. for an increase in the West Sunbury Tower steel price for \$3,962.

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

7. Mr. Bicehouse requested approval for tower modifications to Freeport tower in the amount of \$2,900.

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

E. Facilities & Operations

1. John Campbell requested approval of renewal of Service Agreement with Dex Media for telephone book listing at \$51 per month, with authorization for Chairman to sign.

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

2. Mr. Campbell requested approval of three-year renewal with Simplex Grinnell in the amount of \$20,865 per year, with authorization for Chairman to sign. This will cover fire alarm, sprinkler, fire pump test & inspection, hood cleaning, and kitchen hood inspection at the Prison. Coverage period is April 1, 2018 through March 31, 2021.

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

F. Human Services

1. Ann Brown requested approval of contract for solicitor for MH/ID Commitment hearings with Lynn Patterson effective April 1, 2018 at \$2,000 per month.

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

2. Ms. Brown requested approval to apply for PCCD grant in the amount of \$15,000 for funds to support planning to provide vicarious trauma training for first responders, with authorization for Chairman to sign. Grant Cycle is October 1, 2018 through September 30, 2019. Butler County Alliance for Children will be the primary recipient of the grant and disperse funding as agreed upon with committee members.

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

3. Ms. Brown requested approval of the following appointments to the MH/EI/ID Advisory Board:
 - a. Shirley Warburton for a three year term from March, 2018 through March, 2021.
 - b. Lucy Thompson for a three year term from March, 2018 through March, 2021.

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

G. Human Services – Children & Youth

1. Ann Brown requested approval of agreement with Avanco International, Inc. for the Children & Youth web-based case management data system (CAPS – Child Accounting and Profile System) in the amount of \$5,383.17, with authorization for Chairman to sign.

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

2. Ms. Brown requested approval to appoint Debra Roberts to a three year term to the Children & Youth Advisory Board.

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

3. Ms. Brown requested approval of the following reappointments to the Children & Youth Advisory Board for three year terms from February 1, 2018 to January 31, 2021:
 - a. Dennis Ditch
 - b. Beth Gillan.

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

H. Human Services – Community Action

1. Ann Brown requested approval to enter into sub-contracts with the following agencies for the 2018 Community Service Block Grant funding, with contract terms of January 1, 2018 through December 31, 2018:

a. Catholic Charities	49,000
b. Victim Outreach Intervention Center	26,000
c. Lighthouse	5,000
d. Butler Co. Children's Center	13,000
e. Center For Community Resources	

UIPOC/VITA/Poverty Simulation	34,500
f. Butler County Blind Association	8,000
g. Alliance For Nonprofit Resources	fee for service

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

I. Human Services – Area Agency on Aging

1. Ann Brown requested approval of 2% rate increase for the following In Home Service Provider Contracts and Meal Services Contract (see Attachment Book for details):
 - a. The Nutrition Group dba Pittsburgh Companies North Inc.
 - b. Nonprofit Development Corporation Inc. (No price increase for FY 2017-18)
 - c. BeHome Partners Inc.
 - d. Concordia Telecaregivers dba Concordia Private Care
 - e. Hamley Corporation Right at Home
 - f. Cambridge Home Health Care, Inc. / Private
 - g. Anova Health Care Services Inc.
 - h. Helping Hands Home Care Services Inc.
 - i. Stay at Home Quality Care LLC

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

J. Parks & Recreation

1. Lance Welliver requested approval of twelve recipients of the 2018 grant program, based on recommendation of the Parks and Recreation Advisory Board and subject to Solicitor review. Grants were awarded to the following municipalities:
 - a. Adams Township
 - b. Bruin Borough
 - c. Buffalo Township
 - d. Butler Township
 - e. Clinton Township
 - f. Cranberry Township
 - g. Eau Claire Borough
 - h. Fairview Township
 - i. Petrolia Borough
 - j. Saxonburg Borough
 - k. Slippery Rock Borough
 - l. Zelienople Borough

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

2. Mr. Welliver requested approval to transfer funds of \$3,337.81 to balance 2017 budget.

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

3. Mr. Welliver requested approval to transfer \$10,000.00 from the legacy funds to go towards the Mountain Bike Trail project at Alameda Park to cover expenses.

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

K. Planning – CDBG

1. Wendy Leslie recommended bid award for the Fairview Borough Community Center removal of architectural barriers go to North Rock Construction Inc. for the base bid amount of \$19,363.00.

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

2. Ms. Leslie recommended bid award for the Slippery Rock Township Etna Road Reconstruction project go to Youngblood Paving, Inc. in the amount of \$60,730.00.

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

3. Ms. Leslie recommended bid award for the Jackson Township, Russell Road Reconstruction Project go to Youngblood Paving, Inc. in the amount of \$91,744.00.

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

The following item was added to today's agenda:

4. Ms. Leslie requested ratification of the 2017 CDBG Contract.

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

L. Planning and Economic Development

1. Mark Gordon requested approval of four month Agreement with Delta Development Group for economic development services at \$7,500 per month.

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

M. Prison

1. Beau Sneddon requested approval of contract renewal with Center for Community Resources for case management services and on-site classes for \$3,500 per month.

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

2. Mr. Sneddon requested approval of Amendment 10 contract renewal with Trinity Services I, LLC, the successor in interest to Compass Group USA, Inc. from January, 2018 through December 31, 2018.

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

N. Tax Claim

1. Janet Mentel requested approval to sell from the Repository list the following properties, with authorization for the Chairman to sign:
 - a. Parcel #040-S4-C2-0000, Buffalo Township, currently in the name of Domenick & Amelia Bonino to Christopher L. Cravener for a bid of \$600.00.
 - b. Parcel #120-S4-A562-0000, Connoquenessing Township, currently in the name of Bonnie H. & Anthony J. Appugliese to Hillsboro Inlet, LLC for a bid of \$750.00
 - c. Parcel #120-S4-A563-0000, Connoquenessing Township, currently in the name of Martin Rodgers to Hillsboro Inlet, LLC for a bid of \$750.00.
 - d. Parcel #120-S4-A564-0000, Connoquenessing Township, currently in the name of Martin E. Rodgers to Hillsboro Inlet, LLC for a bid of \$750.00.
 - e. Parcel #561-37-145-0000, Butler City, Ward 1, currently in the name of Hometown Realty Solutions LLC – Craig Gillis to Robin & Jessica Cober for a bid of \$600.00.

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

O. Commissioners

1. Chief Clerk Scott Andrejchak requested discontinuance of contractual relationship with DCED in receiving Community Services Block Grant funds for Community Action Program effective December 31, 2018.

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

2. Chief Clerk Andrejchak requested approval of one-year Lease with Historical Society for parking spaces at rate of \$45 per space.

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

3. Chief Clerk Andrejchak requested approval to appoint the following members to the Butler County Airport Authority Board:
 - a. Mike Walsh, term March 21, 2018 through September 30, 2019
 - b. Victor Green, term March 21, 2018 through September 30, 2020

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

4. Chief Clerk Andrejchak requested approval of Addendum to Printing Agreement with Sir Speedy Printing reflecting a two percent increase.

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

5. Chief Clerk Andrejchak requested approval to appoint Ron Benjamin to the Butler County Housing and Redevelopment Authority for term running April 1, 2018 through March 30, 2023.

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

6. Chief Clerk Andrejchak requested ratification of Settlement of Other Property Contingency, Addendum to Agreement of Sale, with authorization for Chairman to sign, for the 508 North McKean Street, Butler, property.

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

7. Chief Clerk Andrejchak requested ratification of Change in Terms Addendum to Agreement of Sale, with authorization for Chairman to sign, for the 508 North McKean Street, Butler, property.

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

8. Chief Clerk Andrejchak requested authorization for Chairman to sign closing documents related to sale of the 508 North McKean Street, Butler, property.

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

BUDGETARY TRANSFERS

Chief Clerk Andrejchak asked for a motion to approve the budgetary transfers. Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried.

RATIFICATION OF PERSONNEL TRANSACTIONS

Chief Clerk Andrejchak asked for a motion to ratify personnel transactions. Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried.

TRAVEL REQUESTS

Chief Clerk Andrejchak asked for a motion to approve the travel requests. Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried.

REQUISITIONS

Chief Clerk Andrejchak asked for a motion to approve the requisitions. Commissioner Boozel made the motion; seconded by Commissioner Geyer. The motion carried.

CHECK REGISTER

Chief Clerk Andrejchak asked for a motion to approve the check register. Commissioner Geyer made the motion; seconded by Commissioner Boozel. The motion carried.

CONFERENCE TIME WITH MEDIA

The minutes were suspended 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 Geyer made the motion, seconded by Commissioner Boozel. The motion carried unanimously. The meeting adjourned at 11:27 a.m.

Respectfully submitted,

Maria Thomas
Recording Administrative Assistant
Date Approved: April 18, 2018

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT AGENDA-SETTING MEETING: **Wednesday, April 11, 2018 at 10AM**
Public Meeting Room, 1st Floor

NEXT PUBLIC MEETING: **Wednesday, April 18, 2018 at 10AM**
Public Meeting Room, 1st Floor

FUTURE MEETINGS: **Thursday May 17, 2018 Agenda-Setting Meeting**
Wednesday, May 23, 2018 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.