

**BUTLER COUNTY BOARD OF COMMISSIONERS**  
**Public Meeting**  
**Monday, January 9, 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  
H. William White, III, Solicitor  
Maria Malloy, Deputy Clerk  
Rene Manna, Admin. Assistant  
Lori Shah, Admin. Assistant  
Pam Hammonds, Admin. Assistant  
Matthew Vickless, Commissioners' Office  
Shawn Pugh, Commissioners' Office  
Kelly Ferrari, Prothonotary  
Mark Gordon, Planning  
Beth Herold, AAA  
Michele Mustello, Recorder of Deeds  
Brandon Savochka, Human Services  
Beau Sneddon, Prison

**VISITORS:**

Tom Baker, Forward Twp.  
Carol Christner, Clinton Twp.  
Terri Fuellgraf, Clinton Twp.  
Kim Hall, Forward Twp.  
Edie Rath, Penn Twp.

**MEDIA:**

Tyler Friel, Butler Radio  
Molly Miller, 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 10:04 a.m. on Wednesday, January 9, 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 December 21, 2022 Public Meeting minutes.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. An amended motion was made by Commissioner Boozel and seconded by Commissioner Geyer to correct the spelling of Rene Manna's name listed under those Present. The motion carried unanimously.

**PROCLAMATIONS AND PRESENTATIONS**

None

## **OLD BUSINESS**

None

## **BOARD OF ELECTIONS**

None

## **NEW BUSINESS**

### **A. Prothonotary**

1. Kelly Ferrari requested approval of a Quote for Infocon access, broken-down as follows, for a total \$500/month (on a month-to-month) basis:
  - a. Inquiry Access - \$382.10
  - b. 3 devices @ \$39.30/each = \$117.90

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

### **B. Recorder of Deeds**

1. Michele Mustello requested approval of a renewal Software Maintenance Agreement with Document Technology Systems, Ltd. (DTS) for the three-year term 2023 – 2025, in the amount of \$35,000/year (this is a 3% increase from 2022), with authorization for the Chairman to sign.

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

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

1. On behalf of Mike Hillwig, Solicitor Wil White requested approval of a Planned Equipment Maintenance Agreement with Cummins Sales and Service, Inc., for the Government Center generator, for the five-year term 5/23 – 4/28, in the total amount \$6,264.70, with authorization for the Chairman to sign.

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

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

1. Brandon Savochka requested approval of the contract with Wesley Family Services for the period 12/1/22 – 6/30/23, for Family Based fee-for-service (as per prior authorization) for a Unit Cost of \$35.47 per ¼ hour.

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

2. Brandon Savochka requested approval of the following contract amendments for the period 12/1/22 – 6/30/23:
  - a. Glade Run #3 – amended to change the Family Based rate to \$35.47.
  - b. Family Psychological #1 – amended to change the Family Based rate to \$35.47.

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

3. Brandon Savochka requested approval of a contract amendment for FY 2022/23 with Woods Services #1, amended to add W7224 CPS Facility 1:2 to 1:3 for a rate of \$6.84 per ¼ hour.

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

4. Brandon Savochka requested approval of the following HUD Home Again contract amendments for the period 12/1/21 – 11/30/22:
  - a. The Care Center – Amendment #1 – to decrease HA Leasing by \$323.99 for a new total of \$11,448.01.
  - b. Catholic Charities – Amendment #1 – to add \$1,349.20 for a new program maximum of \$178,184.20.

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

#### **E. Parks and Recreation**

1. Lance Welliver requested approval of the following 2023 fees for the Butler County Parks and Recreation Department (the yellow highlighted areas include recommendations to the fee changes):
  - a. Shelter Rental Fees
  - b. Program Fees
  - c. Waterpark Fees

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

2. Lance Welliver requested approval of a Project Authorization with Ashlar Architecture & Engineering, LLC, for Refined Master Plan Concepts for Diamond Park (rate schedule is attached), for an amount not to exceed \$7,000, with authorization for the Chairman to sign.

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

#### **F. Prison**

1. Deputy Warden Beau Sneddon requested approval of a Professional Services Agreement with Power DMS (Digital Management Software) for a 12-month period in the amount of \$12,827.25, with authorization for Warden Joe DeMore to sign.

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

#### **G. Commissioners**

1. Shawn Pugh requested approval of a Proposal for WetGo Unlimited Account for Butler County with WetGo Pro Car Wash for the period 1/1/23 – 12/31/23, for unlimited car washes for 34 vehicles, in the amount of \$2,754/year, with authorization for the Chairman to sign.

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 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 Geyer made the motion; seconded by Commissioner Boozel. The motion carried unanimously. The meeting adjourned at 10:34 a.m.

Respectfully submitted,

Pam Hammonds  
Recording Administrative Assistant  
Approved: 1/18/23

**BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:**

**NEXT PUBLIC MEETING:** Wednesday, January 18, 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.