

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Wednesday, July 13, 2022
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
Maria Malloy, Admin. Assistant
Lori Shah, Admin. Assistant
Pam Hammonds, Admin. Assistant
Matthew Vickless, Commissioners' Office
Jade Bowers, Elections
Mary Lou Cypher, Controller's Office
B. J. Edwards, AAA
Amanda Feltenberger, Human Services
Mark Gordon, Planning
Kevin Gray, Planning
Beth Herold, AAA
Mike Hillwig, F&O
Wendy Leslie, Planning – CDBG
Chantell McCurdy, Elections
Marni Rettig, Human Services
Doug Ritson, Adult Probation
Jim Venturini, IT
Lance Welliver, Parks & Recreation
William Young, Coroner

VISITORS:

Corey Check, Winfield Twp.
Carol Christner, Clinton
Matt Cornetti, Clinton
Steve Crawford, East Butler
Erik Edwards, Penn
Kimberly Hall, Forward
Brian Lefever, Butler Twp.
Carrie McEvoy, East Butler
Edie Rath, Penn
Dan Sainovich, Ohioville
Jennife Steele, Summit Twp.
Kelly Sumanski and son
Nina Teff, Butler Twp.
Tom B., Forward Twp.

MEDIA:

Steve Ferris, Butler Eagle
Tyler Friel, Butler Ratio

CALL MEETING TO ORDER

The regular public meeting of the Butler County Board of Commissioners was called to order by Chairman Leslie Osche at 10:10 a.m. on Wednesday, July 13, 2022, 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 22, 2022 Public Meeting minutes.

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

PROCLAMATIONS AND PRESENTATIONS

-- Proclamation: Parks and Recreation Month – July 2022

OLD BUSINESS

None

BOARD OF ELECTIONS

None

NEW BUSINESS

A. Court Administration

1. Doug Ritson requested approval of a Statement of Work with CDI BTM for Adult Probation contract changes as follows:
 - a. Software license increase from \$375/month to \$400/month for each of the 39 licenses, for the period 6/20/22 – 12/31/22, pending Solicitor review.
 - b. \$1,000 LSCMI, new yearly support charge, for Adult Probation's offender assessment tool used to evaluate risk/needs levels for appropriate supervision. MHS (the assessment tool's vendor) causes BTM/CDI to perform a lot of support within the Adult Probation Case Management software, so this yearly charge has been added, for the period 6/20/22 – 12/31/22, pending Solicitor review.

Commissioner Boozel made the motion; seconded by Commissioner Geyer. An amended motion was made by Commissioner Boozel and seconded by Commissioner Geyer in order to add pending Solicitor review. The motion carried unanimously.

B. Elections

1. Chief Clerk Lori Altman requested ratification to submit Notice of Intent to apply for Election Security Grant Funds in the amount of \$16,960.

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

Chairman Osche announced that three precincts (a large, a medium and a small) would be randomly picked at the end of today's public meeting and those precinct's votes from the 2020 election would be counted by the Elections staff by hand.

C. Treasurer

1. On behalf of Diane Marburger, Chief Clerk Lori Altman requested approval for the County to acquire the MUNIS Cash Management Module with Tyler Technologies for use in the Treasurer's Office. The one-time fee is \$30,746 with a recurring fee of \$4,016, with authorization for the Chairman to sign.

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

D. Facilities & Operations

1. Mike Hillwig requested approval of an Order Form with The Verdin Company for repairs to the Courthouse Clock Tower in the amount of \$22,515 (equipment - \$16,495/supervised labor – \$6,020), with authorization for the Chairman to sign.

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

E. Human Services

1. Marni Rettig requested approval of an agreement between BHC Advanced Services, Inc. and Butler County Human Services for the period 7/1/22 – 6/30/23. This contract funds the Butler County Mental Health Department Forensic Services Manager position to a maximum amount of \$95,025 annually.

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

2. Marni Rettig requested approval of the following contract amendments for FY 2021/22:

a. Catholic Charities Amendment #1 – adjust the following:

- o Reduce Emergency Shelter by \$13,462
- o Reduce Rental Subsidy by \$3,232
- o Reduce Winter Housing Services by \$23,880
- o Increase Case Management by \$105,574

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

b. Milestone Amendment #2 – add \$519,986 for ARPA Emergency Kits funding.

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

F. Human Services – Area Agency on Aging

1. Beth Herold requested approval for the renewal of the Home Support Services and Personal Care Services contracts with Community Resources for Independence for the period 7/1/22 – 6/30/23. There is no rate increase; there are no County funds involved; payment will be made out of the Aging Block Grant. Rates are as follows:

- o Personal Care Contract: \$26.41/hour
- o Home Support Contract: \$25.99/hour – basic/\$29.59/hour – intermediate

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

2. Beth Herold requested approval to reappoint the following board members for an additional three-year term (7/1/22 – 6/30/25):

- a. Margaret King
- b. Rick Kremer
- c. Bob Lutz
- d. Charlotte Lutz
- e. Sue Murray

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

G. Information Technology

1. Jim Venturini requested approval to enter into a contract with CDI for Network Penetration Testing with Vulnerability and Gap Assessments for a total cost of \$36,060, 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 an annual Agreement with Tyler Technologies to provide services for our MUNIS financial system in the amount of \$13,500 for 15 days of flex training, with authorization for the Chairman to sign.

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

3. Jim Venturini requested approval of a Letter of Understanding with CDW (last year of a 3-year contract) to purchase Microsoft Full Enterprise Agreement renewal in the amount of \$197,668.66, with authorization for the Chairman to sign.

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

4. Jim Venturini requested approval of a Letter of Understanding with CDW (an add-on to the existing contract) to purchase Microsoft set-up from Office 365 to Microsoft 365 in the amount of \$99,687.50, with authorization for the Chairman to sign.

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

H. Parks & Recreation

1. Lance Welliver requested approval of Resolution No. 2022-15, wherein the County of Butler agrees that it will be bound by the terms and conditions of the Land and Water Conservation Fund.

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

I. Planning – Bridges

1. Kevin Gray requested approval of the Reimbursement Agreement with PennDOT for the replacement of County Bridge #70, the Neigh Wadsworth, on Geibel Road in Summit Township, with authorization for the Chief Clerk to sign the agreement and any addendums and/or exhibits. This bridge is 100% federally funded, except the purchase of Right of Way.

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

2. Kevin Gray requested approval of Resolution No. 2022-14, authorizing Lori Altman, Butler County's Chief Clerk, to electronically sign any future addendums and/or exhibits, after Commissioners' approval.

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

J. Planning – CDBG

1. Wendy Leslie requested approval of an amendment to a Cooperation Agreement between the County of Butler, the Townships of Jefferson, Penn, Slippery Rock and Summit, and the Redevelopment Authority of the County of Butler, to change the deadline date on the housing

rehabilitation program funds using 2020 CDBG-CV funds from 7/1/22 to 12/31/22. This is due to an extension recently granted by DCED; there are no County funds involved.

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

2. Wendy Leslie requested approval to submit a CDBG-CV grant application to DCED for assistance for the Marion Township (Boyers) sewer project in the amount \$3,755,698. This is a competitive grant and there are no guarantees we will receive any funding. The application is due to DCED on 8/1/22; there are no County funds involved; with authorization for the Chairman to sign all the applicable documents.

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

3. Wendy Leslie requested approval of Resolution No. 2022-13, which is to file for the 2022 CDBG-CV (Covid) competitive funding for the Marion Township sewer system. The application is due to DCED By 8/1/22.

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

4. Wendy Leslie requested approval to readopt the Citizens Participation Plan to include the new CDBG entitlement of Jackson Township. The Plan is a federal requirement on how we hold our public hearings to allow for citizen participation on CDBG, HOME and ESG related issues. The rest of the plan remains the same as approved on 4/29/20.

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

5. Wendy Leslie announced that the Section 504 Officer for the County of Butler is Chief Clerk, Lori Altman. This ensures that all County properties are ADA compliant and investigates any complaints of non-compliance. No action is needed.

K. Commissioners

1. Chief Clerk Lori Altman requested approval of an Addendum to a Printing Agreement with Minuteman Press, for the three-year period, 7/1/22 – 6/30/25, which includes a 6% increase of costs, effective 7/1/22.

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

2. Chief Clerk Lori Altman requested ratification of the firm name change to Gabriel Fera P.C.

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

Visitor, Boy Scout Sumanski, pulled the following names of the precincts to be reviewed:

- Middlesex Township South (Large)
- Donegal Township (Medium)
- Butler City 4-1 (Small)

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

The following individuals spoke briefly: Dan Sainovich (Comprehensive Annual Financial Report) and Steve Crawford (2020 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 11:17 a.m.

Respectfully submitted,

Pam Hammonds
Recording Administrative Assistant
Approved: 7/27/22

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Wednesday, July 27, 2022, at 10:00 a.m.
LOCATION: Pubic 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.*