

BUTLER COUNTY BOARD OF COMMISSIONERS
Public Meeting
Wednesday, October 11, 2023
10:00 a.m.

MINUTES

PRESENT:

Chairman Leslie Osche
Commissioner Kimberly Geyer
Commissioner Kevin Boozel
Ann Brown, Budget & HS Finance Director
Julie Graham, Solicitor
Rene Manna, Admin. Assistant
Lori Shah, Admin. Assistant
Pam Hammonds, Admin. Assistant
Matthew Vickless, Commissioner's Office
Shawn Pugh, Commissioner's Office
John Campbell, Commissioner's Office
Mark Gordon, Planning
Candace Graff, Court Administration
Mike Hillwig, Facilities & Operations
Charlie Johns, CYS
Bill Kepple, Human Services
Janet Mentel, Property & Revenue
Amy Petricca, Adult Probation
Leslie Powers, Controller's Office
Beau Sneddon, Prison
Jim Venturini, Information Technology

VISITORS:

Carol Christner, Clinton Township

MEDIA:

Tyler Friel, Butler Radio
Austin Uram, 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 10:01 a.m. on Wednesday, October 11, 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 September 27, 2023 Public Meeting minutes.

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

PROCLAMATIONS AND PRESENTATION

Previously presented:

- In recognition of Lifesteps 100 Year Anniversary

OLD BUSINESS

None

BOARD OF ELECTIONS

Commissioner Boozel announced that Mail-In Ballots have been sent out.

NEW BUSINESS

A. Court Administration

1. Candace Graff requested approval of a Proposal from Ford Office Technologies for a BIZHUB 5501 for Domestic Relations for a 42-month lease with a usage rate of \$0.003700/per image, in the amount of \$238.60/month, with authorization for the Chairman to sign.

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

2. Candace Graff requested approval of the Continuing Adult Probation and Parole Funding (Grant #41043) for FY 2023/24. In 2020, the Pennsylvania Commission on Crime and Delinquency began overseeing the distribution of County funding, formerly referred to as Grant-In-Aid. Butler County is allocated \$111,378, which will be used to offset the salaries of probation officers.

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

B. Facilities & Operations

1. Mike Hillwig requested approval of a contract/proposal with Consolidated Communications for a 24-month period for telephone/communication services in the recurring amount of \$12,046.72 and the one-time telephone buy-out in the amount of approximately \$5,203.50, pending Solicitor review.

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

C. Human Services (See Attachment Book for details)

1. Bill Kepple requested approval to reappoint Shawn Pugh to the MH/EI/ID Advisory Board for the three-year term 8/1/23 – 7/31/26.

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

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

1. Bill Kepple requested approval of the following contracts for the period 7/1/23 – 6/30/24:
 - a. Oil Region Recovery
 - b. SPHS Care Center

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

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

1. Charlie Johns requested approval of the Children & Youth Fiscal Year 2024-25 Needs-Based Plan & Budget submission.

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

2. Charlie Johns requested approval of the annual Child Welfare Information System (CWIS) Data Sharing Agreement for the period 10/1/23 – 9/30/24.

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

F. Human Services – Area Agency on Aging

1. Bill Kepple requested approval of a contract with Lamar Advertising for senior centers activities/events advertising displays. The display is for the period 1/13/24 – 7/26/24 for a total cost of \$10,850. The display has been approved by the State. There are no County funds involved; payment will be made from the Aging Block Grant.

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

2. Bill Kepple requested approval of a contract with America's First Enterprises LLP dba Oliver Outdoors for senior centers activities/events advertising displays. The display is for the period 1/1/24 – 6/30/24 for a total cost of \$6,426. The display has been approved by the State. There are no County funds involved; payment will be made from the Aging Block Grant.

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

G. Information Technology

1. Jim Venturini requested ratification of Quote from IntraSystems for a Professional Services Retainer in the amount of \$5,000, with authorization for the Chairman to sign.

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

H. Prison

1. Warden Beau Sneddon requested approval to apply for the 2024 Residential Substance Abuse Treatment (RSAT) Program Grant to support counties seeking to increase opportunities to provide Medication Assisted Treatment (MAT) in combination with Cognitive Behavior Treatment (CBT) to individuals in county jails and upon release to the community. PCCD expects to fund approximately eight grants with budgets not to exceed \$200,000 over the 24-month project period and requires a 25% cash or in-kind match.

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

I. Procurement

1. Shawn Pugh requested approval to issue a Request for Proposal for the printing of tax cards for 2024 and subsequent years.

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

J. Property & Revenue

1. Janet Mentel requested approval of Invision Human Services Tax Exemption, Case No. 21-40347.

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

2. Janet Mentel requested approval of the Settlement of Portersville Bible Church Tax Exemption Appeal, Case No. 22-40320.

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

3. Janet Mentel requested approval of the Settlement of Big Stu Coup LLC Assessment Appeal, Case No. 20-40294 with a New Fair Market Value of \$206,000 for the years 2021, 2022 and 2023.

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

4. Janet Mentel requested approval of the Settlement of Big Stu Coup LLC Assessment Appeal, Case No. 20-40295 with a New Fair Market Value of \$370,000 for the years 2021, 2022 and 2023.

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

K. Commissioners

1. John Campbell requested approval of a Stormwater Management Facilities Operation and Maintenance Agreement with Butler Township for 215 N. Duffy Road, with authorization for the Chairman to sign.

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

2. John Campbell requested approval of a Developer's Agreement with Butler Township for Area on Aging at 215 N. Duffy Road, in the amount of \$419,854 to bond site improvements (i.e. parking lot, walkways, utility services, storm water controls and other improvements), with authorization for the Chairman to sign.

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

3. John Campbell requested to remove from today's agenda the approval of a Change Order with Clark Contracting for Fairground Hill for under pinning 50' 6" east wall footer.

4. John Campbell requested approval of a Deed of Easement and Right of Way with Pennsylvania-American Water Company for 215 N. Duffy Road in the amount \$1, with authorization for the Chairman to sign.

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

5. Solicitor Julie Graham request approval to continue reciprocal parking lease agreements by and between the County of Butler and United Telephone Company of Pennsylvania, dba Century Link, for parking leases for property located on Vogely Street in Butler. The current leases provide for automatic renewals for one-year periods, but Century Link would now like to extend these leases to five-year agreements, with automatic renewals until terminated.

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

6. Solicitor Julie Graham requested approval of the 2023-2024 PCoRP Loss Prevention Grant Program Application. The Grant Amount Requested is \$30,000 and the Total Project(s) Cost is \$30,499.20 for the purchase of a new metal detector and x-ray machine for the Sheriff's Office (\$13,000), AEDs for the Government Center (\$12,196) and the purchase of cameras for the Motor Pool (\$5,303.20).

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

7. Solicitor Julie Graham requested approval of a Services Agreement with Butler County Community College for the Hope is Dope Program. The contract is in the amount of \$100,000 for the period 7/1/23 – 6/30/24 and is funded using Opioid Settlement dollars.

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

8. Solicitor Julie Graham requested approval of Resolution No. 2023-23, authorizing submission of the Pennsylvania Housing and Affordability and Rehabilitation Enhancement Fund application for a contract in the amount of \$250,000 for the Butler County Acquisition and Rehabilitation (BAR) Program.

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

9. Solicitor Julie Graham requested approval to accept the Highmark Renewal for hospitalization/prescription coverage for County employees at the rate of 3% increase of premium levels for calendar year 2024.

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

CONFERENCE TIME WITH MEDIA

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 10:32 a.m.

Respectfully submitted,

Pam Hammonds
Administrative Assistant
Approved: 10/25/23

BUTLER COUNTY COMMISSIONERS' MEETING SCHEDULE:

NEXT PUBLIC MEETING: Wednesday, October 25, 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.*