

BUCKS COUNTY COMMISSIONERS

January 17, 2018

The Regular Meeting of the Bucks County Board of Commissioners was held today at 10:00 am in the Bucks County Commissioners’ Meeting Room, 55 E. Court Street, Doylestown, Pennsylvania. In attendance were Commissioner Robert G. Loughery, Chairman; Commissioner Charles H. Martin, Vice Chairman; and Commissioner Diane M. Ellis-Marseglia. Chairman Loughery opened the meeting with a moment of silence, followed by the Pledge of Allegiance.

INTRODUCTIONS

Chairman Loughery recognized county row officers who were present: Neale Dougherty, Controller; Matthew Weintraub, District Attorney; Judi Reiss, Prothonotary; Robin Robinson, Recorder of Deeds; Donald Petrille, Jr., Register of Wills; Milt Warrell, Sheriff; and Thomas Panzer, Treasurer.

PROCLAMATIONS

None

PUBLIC COMMENT – Agenda Items

None

OLD BUSINESS

Upon motion of Commissioner Martin, seconded by Commissioner Marseglia, with the vote being 3-0, the minutes for the regular meeting of January 3, 2018 were approved.

NEW BUSINESS

Chairman Loughery read through the agenda, providing clarification and addressing questions and comments.

Item 1a - Rich Harvey, Director of the Agricultural Land Preservation Program, spoke briefly about this funding for farmland preservation. He reported that the County currently has forty-three farms on the application list and hope to add ten more this year. In response to Commissioner Loughery’s inquiry, Mr. Harvey advised that the total farms preserved to date is 206, and includes about 16,500 acres.

Item 6a - Commissioner Loughery thanked the Finance Department and KMRD for pulling these policies together so they are in alignment with a February 1<sup>st</sup> start date. He noted that the policy cost is lower than last year and includes additional policies, such as those for cyber and law enforcement liability.

RESOLUTIONS

Upon motion of Commissioner Martin seconded by Commissioner Marseglia, with the vote being 3-0, the following Resolutions were approved:

| <u>DEPARTMENT</u>            | <u>WITH</u>   | <u>PURPOSE</u>  | <u>AMOUNT</u>                |
|------------------------------|---|---|------------------------------|
| 1. AGRICULTURAL PRESERVATION | a. Pennsylvania Department of Agriculture, Bureau of Farmland Preservation Harrisburg, PA | Approve annual allocation to be submitted to the state for matching funds for farmland preservation.<br>1/1/18 – 12/31/19 | \$2,500,000<br>(County 100%) |
| 2. AREA AGENCY ON AGING      | a. Bucks County Drug and Alcohol Commission, Inc. Warminster, PA                          | Approve contract renewal to provide drug take-back, gambling and medication education programs.<br>7/1/17 – 6/30/18       | \$26,649<br>(Revenue)        |
| 3. CHILDREN & YOUTH          | a. Child & Family Focus Valley Forge, PA  | Approve contract renewal to provide High Fidelity Wrap Around services.<br>7/1/17 - 6/30/18                               | \$513,200**<br>(County 5%)   |
|                              | b. Pinebrook Family Answers Allentown, PA   | Approve contract renewal to provide foster care and transportation services.<br>7/1/17 - 6/30/18                          | \$43,500**<br>(County 20%)   |
| 4. COMMISSIONERS             | a. Family Service Association of Bucks County Langhorne, PA                               | Approve resolution to appropriate funds for housing & emergency shelter services.   | \$150,000<br>(County 100%)   |

|     |                           |  |  |                                  |
|-----|---------------------------|--|--|----------------------------------|
| 5.  | DISTRICT<br>ATTORNEY      | a. Pomeroy IT Solutions Sales<br>Company Inc.<br>Mechanicsburg, PA         | Approve contract increase to purchase laptop<br>computers.   | \$5,002.50**<br>(County 0%)      |
| 6.  | FINANCE                   | a. KMRD Partners, Inc.<br>Warrington, PA                                   | Approve contract for the following insurance<br>policies.<br>2/1/18 – 2/1/19   | \$1,315,706.55<br>(County 100%)  |
|     |                           |  | General Liability  | \$125,838.92                     |
|     |                           |  | Auto Liability   | \$53,988.96                      |
|     |                           |  | Law Enforcement Liability  | \$226,104.12                     |
|     |                           |  | Public Officials Liability   | \$109,348.00                     |
|     |                           |  | Public Health Professional Liability   | \$145,020.00                     |
|     |                           |  | Excess Workers Compensation  | \$254,062.00                     |
|     |                           |  | Property   | \$293,750.00                     |
|     |                           |  | Pollution Liability  | \$56,082.00                      |
|     |                           |  | Cyber Liability  | \$38,915.10                      |
|     |                           |  | Crime/Fidelity   | \$7,863.00                       |
|     |                           |  | Volunteers   | \$4,734.45                       |
|     |                           | b. KMRD Partners, Inc.<br>Warrington, PA                                   | Approve renewal of bonds for 54 tax collectors.<br>1/2/18 – 1/3/22   | \$61,849<br>(County 100%)        |
|     |                           | c. KMRD Partners, Inc.<br>Warrington, PA                                   | Approve contract amendment to add Risk<br>Management/Loss Control Support services.<br>1/1/18 – 12/31/18   | \$5,000<br>(County 100%)         |
| 7.  | GENERAL<br>SERVICES       | a. Doylestown Electric<br>Doylestown, PA                                   | Approve contract to provide repair and<br>maintenance supplies for county buildings and<br>properties.<br>1/1/18 – 12/31/18  | \$22,250**<br>(County 100%)      |
|     |                           | b. Lafferty Chevrolet<br>Warminster, PA                                    | Approve contract to provide repair parts for<br>county vehicles.<br>1/1/18 – 12/31/18  | \$25,000**<br>(County 100%)      |
|     |                           | c. Lowe's Companies, Inc.<br>Warrington, PA                                | Approve contract to provide repair and<br>maintenance supplies for county buildings and<br>bridges.<br>1/1/18 – 12/31/18   | \$30,500**<br>(County 100%)      |
|     |                           | d. McCormick Taylor<br>Philadelphia, PA                                    | Approve contract increase for the preliminary<br>design engineering for the rehabilitation of<br>Bridge #333 on Strocks Grove Road over<br>Beaver Creek in Nockamixon Township.                    | \$16,345.80<br>(County 20%)      |
|     |                           | e. Pine Run Construction<br>Doylestown, PA                                 | Approve contract to replace county fuel pumps<br>and control systems.  | \$113,300**<br>(County 100%)     |
| 8.  | INFORMATION<br>TECHNOLOGY | a. Microsoft Licensing, GP via<br>CDW Government, Inc.<br>Vernon Hills, IL | Approve renewal of Microsoft Enterprise<br>Agreement for subscription licenses, software<br>subscription rights, access to online services,<br>and storage array and support.<br>1/1/18 – 12/31/20 | \$2,118,278.01*<br>(County 100%) |
| 9.  | MH/DP                     | a. Brooke Glen Behavioral<br>Hospital<br>Fort Washington, PA               | Approve contract renewal for inpatient<br>services.<br>7/1/17 – 6/30/18  | \$80,000**<br>(County 3.9%)      |
|     |                           | b. Child & Family Focus, Inc.<br>Valley Forge, PA                          | Approve contract renewal to provide respite<br>services, high fidelity wrap around services,<br>and peer support for children and young adults.<br>10/1/17 – 9/30/18                               | \$152,000**<br>(County 0%)       |
|     |                           | c. Reach Out Foundation<br>of Bucks County<br>Penn del, PA                 | Approve contract renewal to provide social<br>rehabilitation drop-in center.<br>7/1/17 – 6/30/18   | \$150,000**<br>(County 3.9%)     |
| 10. | NESHAMINY<br>MANOR        | a. American Data<br>Sauk City, WI  | Approve contract renewal for annual<br>maintenance agreement for electronic charting<br>system.<br>1/1/18 – 12/31/18   | \$29,323.16**<br>(County 1%)     |
|     |                           | b. Concordance Healthcare<br>Solutions<br>New Rochelle, NY                 | Approve contract to provide disposable wipes<br>for residents.<br>1/15/18 – 1/14/20  | \$69,559*<br>(County 1%)         |

|   |  |  |                                |
|---|--|--|--------------------------------|
|   | c. Delcrest Medical Services<br>Warminster, PA   | Approve contract increase and extension to provide wound care supplies for residents.<br>2/1/18 – 1/31/19  | \$150,000**<br>(County 1%)     |
|   | d. First Choice Medical Supply<br>Richland, MS   | Approve contract to purchase pressure-relieving mattresses for residents.<br>1/15/18 – 1/14/21   | \$20,066.58*<br>(County 1%)    |
|   | e. Manheim Medical Supply<br>Manheim, PA   | Approve contract to purchase pressure-relieving mattresses for residents.<br>1/15/18 – 1/14/21   | \$67,995*<br>(County 1%)       |
|   | f. Stellar Private Cable Systems,<br>Inc. d/b/a Senior TV<br>Akron, OH                     | Approve contract to provide cable service for residents.<br>1/1/18 – 12/31/18  | \$29,200**<br>(County 1%)      |
| 11. PARKS &<br>RECREATION               | a. John Bonner & Michael<br>Brnilovich a/k/a B&B Turf<br>Management, LP<br>Fallsington, PA | Approve contract renewal to manage the Oxford Valley Golf Course.<br>2/15/18 – 2/15/19   | \$180,000*<br>(County 100%)    |
| 12. PLANNING<br>COMMISSION              | a. Bucks County<br>Redevelopment Authority<br>Bristol, PA                                  | Approve gaming fund grant resolution, subrecipient agreements, signature authorizations, and other related documents on behalf of the Lower Bucks County Public Safety Training Center, Bucks County Health Improvement Partnership, and Bucks County Major Incident Response Team Equipment.<br>1/1/18 – 12/31/18 | \$855,170<br>(Revenue)         |
| 13. PURCHASING                          | a. Imperial Bag & Paper<br>Company, d/b/a Imperial Dade<br>Jersey City, NJ                 | Approve contract to provide paper products.<br>1/1/18 – 12/31/18   | \$19,006*<br>(County 100%)     |
|   | b. Sysco Philadelphia<br>Newark, DE  | Approve contract to provide paper products.<br>1/1/18 – 12/31/18   | \$65,122.20*<br>(County 100%)  |
|   | c. W.B.Mason Co. Inc.<br>Newark, DE  | Approve contract to provide paper products.<br>1/1/18 – 12/31/18   | \$46,395.08*<br>(County 100%)  |
|   | d. W.B.Mason Co. Inc.<br>Newark, DE  | Approve contract increase and extension to purchase office supplies for various departments.<br>3/1/18 – 2/28/19   | \$131,863.98*<br>(County 100%) |
| 14. RECORDER OF<br>DEEDS                | a. Optical Storage Solutions, Inc.<br>Lebanon, PA  | Approve contract increase and extension to provide Landex software licensing, support and maintenance.<br>2/1/18 – 1/31/19   | \$37,800<br>(County 0%)        |
| 15. RECORDS<br>IMPROVEMENT<br>COMMITTEE | a. Paperless Solutions, Inc.<br>Bensalem, PA   | Approve increase and extension of Master Services Agreement.<br>4/1/18 – 9/30/19   | \$314,351.83**<br>(County 0%)  |
| 16. OTHER CIVICS                        | a. BC Special Equestrians<br>Peace Center<br>Soroptimist International                     | Approve Payment  | \$2,400<br>\$2,000<br>\$500    |

\*Unit Cost/Estimated for operational purposes only.

\*\* Unit Cost/Not to Exceed

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

**BUDGET ADJUSTMENTS**

Commissioner Loughery presented the following budget adjustments:

**2017 BUDGET ADJUSTMENTS**

**Agenda Description**

**January 17, 2018**

**BUDGET ADJUSTMENTS - Adjust operating budget to cover additional expenditures**

| <b>Adjustment</b> | <b>Department</b>  | <b>Amount</b>  |
|-------------------|--|--|
| Adjustment #18    | Commissioners<br>General Fund  | 12,000<br>(12,000)   |
| Adjustment #19    | Solicitor<br>General Fund  | 58,000<br>(58,000)   |
| Adjustment #20    | Consumer Protection<br>General Fund  | 9,000<br>(9,000)   |
| Adjustment #21    | Printing & Reproduction<br>General Fund  | 4,000<br>(4,000)   |
| Adjustment #22    | Sheriff<br>Sheriff (Revenue)   | 55,000<br>(55,000)   |
| Adjustment #23    | Prothonotary<br>Prothonotary (Revenue)   | 130,000<br>(100,000)   |
| Adjustment #24    | Clerk of Courts<br>Clerk of Courts (Revenue)   | 40,000<br>(10,000)   |
| Adjustment #25    | Domestic Relations<br>Main Courts<br>Juvenile Probation<br>District Courts<br>Youth Center<br>Youth Center (Revenue)<br>Juvenile Placements<br>Juvenile Placements (Revenue) | 34,000<br>(135,000)<br>32,000<br>(281,000)<br>169,000<br>(169,000)<br>945,000<br>(595,000) |
| Adjustment #26    | Guardian Ad Litem<br>General Fund  | 25,000<br>(25,000)   |
| Adjustment #27    | Public Defender<br>General Fund  | 60,000<br>(60,000)   |
| Adjustment #28    | District Attorney  | 163,000  |
| Adjustment #29    | Corrections Admin<br>WCCC<br>BCCF<br>BCCF (Revenue)<br>MCCC<br>General Fund  | (120,000)<br>(20,000)<br>625,000<br>(200,000)<br>(60,000)<br>(225,000)                     |
| Adjustment #30    | Health<br>General Fund   | 111,000<br>(111,000)   |
| Adjustment #31    | Military Affairs<br>General Fund   | 7,000<br>(7,000)   |
| Adjustment #32    | Human Services<br>General Fund   | 5,000<br>(5,000)   |

|  |                                  |             |
|--|----------------------------------|-------------|
| Adjustment #33                           | Children & Youth                 | 75,000      |
|  | Children & Youth (Revenue)       | (65,000)    |
|  | General Fund                     | (10,000)    |
| Adjustment #34                           | Neshaminy Manor                  | 1,267,000   |
|  | General Fund                     | (50,000)    |
| Adjustment #35                           | MH/DP                            | 525,000     |
|  | MH/DP (Revenue)                  | (465,000)   |
|  | General Fund                     | (60,000)    |
| Adjustment #36                           | Behavioral Health                | 3,095,000   |
|  | Behavioral Health (Revenue)      | (3,095,000) |
| Adjustment #37                           | HazMat                           | 15,000      |
|  | HazMat (Revenue)                 | (15,000)    |
| Adjustment #38                           | Emergency Response 911           | 150,000     |
|  | Emergency Response 911 (Revenue) | (150,000)   |
| Adjustment #39                           | Debt Service                     | 448,000     |
|  | Debt Service (Revenue)           | (448,000)   |
| Total Adjustment to General Fund Balance |                                  | (1,440,000) |

Finance Director Dave Boscola provided additional clarification on the budget adjustments and responded to Commissioner Martin's question about the consequences of departments going over budget. Chief Operating Officer Brian Hesselthaler added that if they did not do these budget adjustments, bills would not get paid.

Upon motion of Commissioner Marseglia seconded by Commissioner Loughery, with the vote being 3-0, these budget adjustments were approved.

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

**PERSONNEL**

Upon motion of Commissioner Martin, seconded by Commissioner Marseglia, with the vote being 3-0, the following Personnel Actions were approved:

| COMMISSIONERS LIST                                  |               |                    |   |   |             |                 |  |
|---|---------------|--------------------|---|---|-------------|-----------------|--|
| January 17, 2018                                    |               |                    |   |   |             |                 |  |
| As recommended by the Department of Human Resources |               |                    |   |   |             |                 |  |
| Item numbers 1 through 23                           |               |                    |   |   |             |                 |  |
| APPOINTMENTS  |               |                    |   |   |             |                 |  |
| REQUISITION #                                       | NEW HIRE NAME | POSITION TITLE     | DEPARTMENT  | UNION CODE  | HOURS       | EFFECTIVE DATE* | COMPENSATION                             |
| 1   | 3713          | Karen M. Beaston   | Education Director  | NM Admin  | 00          | 40.0            | 1/23/2018 81,608.00 PA                   |
| 2   | 3686          | Samantha Cavanaugh | LPN - Pool  | NM Nursing Pool                                     | 31          | 14.0            | 1/23/2018 29.71 PH                       |
| 3   | 3618          | Brittney Conway    | Food Service Attendant - PD   | NM Dietary Services                                 | 03          | 12.0            | 1/20/2018 12.75 PH                       |
| 4   | 3644          | Jeffrey S. Fields  | Director of Housing Services  | Housing Services                                    | 11          | 40.0            | 1/29/2018 84,000.00 PA                   |
| 5   | 3619          | Almalee L. Innis   | Nursing Assistant - PD  | NM Nursing Assistants                               | 03          | 24.0            | 1/23/2018 14.46 PH                       |
| 6   | 3687          | Patricia Lynn      | Planner/Recycling Coordinator   | Planning Administrative                             | 46          | 40.0            | 1/22/2018 25.39 PH                       |
| 7   | 3619          | Simone M. McIntosh | Nursing Assistant - PD  | NM Nursing Assistants                               | 03          | 24.0            | 1/23/2018 14.46 PH                       |
| 8   | 3721          | Hemangini Patel    | Registered Nurse - Pool   | NM Nursing Pool                                     | 60          | 14.0            | 1/23/2018 37.74 PH                       |
| 9   | 3694          | Ian R. Stanley     | Security Guard  | Security  | 08          | 40.0            | 2/5/2018 22.54 PH                        |
| 10  | 3649          | John L. Zelenevich | Engineer I - NMH  | General Services                                    | 02          | 40.0            | 1/23/2018 27.04 PH                       |
| POSITION CHANGE                                     |               |                    |   |   |             |                 |  |
| REQUISITION #                                       | NAME          | POSITION TITLE     | DEPARTMENT  | UNION CODE  | HOURS       | EFFECTIVE DATE* | COMPENSATION                             |
| 11  | N/A           | Amy S. Druce       | Commissioners Administrative Assistant TO<br>Commissioners Administrative Assistant | Commissioners TO<br>Commissioners                   | 00 TO<br>00 | 40.0 TO<br>40.0 | 1/3/2018 68,164.00 PA TO<br>67,144.00 PA |
| 12  | N/A           | Robert G. Loughery | Commissioner TO<br>Commissioner   | Commissioner TO<br>Commissioner                     | 77 TO<br>77 | 40.0 TO<br>40.0 | 1/3/2018 95,005.00 PA TO<br>96,005.00 PA |
| 13  | N/A           | Charles H. Martin  | Commissioner TO<br>Commissioner   | Commissioner TO<br>Commissioner                     | 77 TO<br>77 | 40.0 TO<br>40.0 | 1/3/2018 96,005.00 PA TO<br>95,005.00 PA |
| 14  | N/A           | Karen M. Nagy      | Commissioners Administrative Assistant TO<br>Commissioners Administrative Assistant | Commissioners TO<br>Commissioners                   | 00 TO<br>00 | 40.0 TO<br>40.0 | 1/3/2018 67,144.00 PA TO<br>68,144.00 PA |
| 15  | N/A           | Alan C. Simpson    | Software Systems Specialist TO<br>Manager App Systems Development                   | Information Technology TO<br>Information Technology | 46 TO<br>00 | 40.0 TO<br>40.0 | 1/20/2018 36.20 PH TO<br>90,000.00 PA    |
| TRANSFER  |               |                    |   |   |             |                 |  |
| REQUISITION #                                       | NAME          | POSITION TITLE     | DEPARTMENT  | UNION CODE  | HOURS       | EFFECTIVE DATE* | COMPENSATION                             |
| 16  | 3725          | James C. Coulton   | Restorative Aide TO<br>Custodian - NMH  | NM Nursing Assistants TO<br>General Services        | 03 TO<br>02 | 40.0 TO<br>40.0 | 2/5/2018 20.37 PH TO<br>21.27 PH         |
| 17  | 2719          | Leslie I. Fuller   | Administrative Assistant Alarm Coord TO<br>Administrative Assistant                 | Fire Marshall TO<br>General Services                | 00 TO<br>00 | 40.0 TO<br>40.0 | 1/29/2018 21.42 PH TO<br>21.50 PH        |
| 18  | 4000          | Deanna M. Giorno   | Executive Assistant TO<br>Chief Clerk/Assistant to COO                              | Register of Wills TO<br>Commissioners               | 00 TO<br>00 | 40.0 TO<br>40.0 | 1/20/2018 24.02 PH TO<br>60,000.00 PA    |

|  |                    |                         |  |   |                    |                        |           |                                    |
|--|--------------------|-------------------------|--|---|--------------------|------------------------|-----------|------------------------------------|
| 19   | 3646               | Jessica M. Kimmel       | Administrative Aide <b>TO</b><br>Project Admin - CDBG      | Planning Administrative <b>TO</b><br>Community & Economic Develop | 03 <b>TO</b><br>00 | 40.0 <b>TO</b><br>40.0 | 1/22/2018 | 21.97 PH <b>TO</b><br>51,700.00 PA |
| 20   | N/A                | Daniel J. Mazzocchi Jr. | Dietary Supervisor <b>TO</b><br>Shift Commander Lieutenant | Main Jail <b>TO</b><br>Main Jail                                  | 81 <b>TO</b><br>00 | 40.0 <b>TO</b><br>40.0 | 1/22/2018 | 35.67 PH <b>TO</b><br>37.28 PH     |
| 21   | 3670               | Russell D. Taranto      | Caseworker <b>TO</b><br>Aging Care Manager                 | Children & Youth <b>TO</b><br>Area Agency on Aging                | 04 <b>TO</b><br>04 | 37.5 <b>TO</b><br>37.5 | 1/22/2018 | 33.43 PH <b>TO</b><br>33.43 PH     |
| <b>SEPARATION</b>  |                    |                         |  |   |                    |                        |           |                                    |
|  | <b>NAME</b>        | <b>TITLE</b>            | <b>DEPARTMENT</b>  | <b>DATE</b>   | <b>REMARKS</b>     |                        |           |                                    |
| 22   | Alivia Bradley     | Nursing Assistant       | NM Nursing Assistants                                      | 1/9/2018  | Separation         |                        |           |                                    |
| 23   | Carol Rose Sokoral | Unit Manager            | NM Admin   | 1/2/2018  | Separation         |                        |           |                                    |
| *Estimated Date **Never Started ***Agreement ****Reinstatement |                    |                         |  |   |                    |                        |           |                                    |

AND the proper officers are authorized to execute all documents necessary to carry this Resolution into effect.

BOARD APPOINTMENTS

None

EXECUTIVE REPORTS

Brian Hessenthaler, Chief Operating Officer, reported on the following:

Weather Issues – Thanks to Scott Forster and Emergency Management for providing early morning information so the County can do what it has to do during the recent weather events. Thanks also to Kevin Spencer and the General Services department for the phenomenal job getting the walkways and parking lots cleared and ready for everyone to come to work.

Chief Clerk – Deanna Giorno will be starting on Monday as the new Chief Clerk/Assistant to the COO. We are looking forward to having her on board – congratulations Deanna.

COMMISSIONER COMMENTS

Commissioner Marseglia referenced a recent newspaper column that questioned compassion for opioid addicts. She shared her perspective, saying that she is re-motivated to attack this problem and is open to suggestions. District Attorney Matt Weintraub provided his viewpoint and confirmed that the County is taking the right approach. He added that inroads are being made but there still needs to be personal accountability. Commissioner Martin said that he has a different viewpoint on this column but will not debate it at the meeting.

Commissioner Loughery advised that he was recently here (in the Commissioners’ meeting room) for an event for his daughter and noticed that the walls in the room were so bare. He pointed out that the County has an incredible art collection in storage at The Michener Art Museum and he suggested that using this art would be a way to get some color on the walls.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next public meeting of the Bucks County Board of Commissioners will be held on Wednesday, February 7, at 10:00 a.m. in the Bucks County Commissioners’ Meeting Room.

ADJOURNMENT

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the meeting was adjourned.

Approved: February 7, 2018

BUCKS COUNTY COMMISSIONERS

BY:

\_\_\_\_\_  
Robert G. Loughery  
Chairman

\_\_\_\_\_  
Charles H. Martin  
Vice Chairman

\_\_\_\_\_  
Diane M. Ellis-Marseglia  
Commissioner

ATTEST:

\_\_\_\_\_  
Brian Hessenthaler  
Acting Chief Clerk & Chief Operating Officer