

BUCKS COUNTY COMMISSIONERS

January 22, 2020

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 Diane M. Ellis-Marseglia, Chair; Commissioner Robert J. Harvie, Vice Chair; and Commissioner Gene DiGirolamo. Commissioner Ellis-Marseglia welcomed everyone to the meeting and Commissioner DiGirolamo led everyone in the Pledge of Allegiance.

INTRODUCTIONS

Commissioner Marseglia invited those county row officers who were present to introduce themselves. They were: Neale Dougherty, Controller; Meredith Buck, Coroner; Robin Robinson, Recorder of Deeds; and Linda Bobrin, Register of Wills.

PRESENTATIONS

Health Department Director Dr. David Damsker gave a power point presentation on winter illnesses.

Solicitor Joe Khan said a few words of thanks and appreciation for his predecessor, Don Williams, who will be retiring from county service after 19 years.

Mr. Khan welcomed the Honorable Brian T. McGuffin and provided a brief background on the three new assistant solicitors: Virginia Hardwick, Keith Bidlingmaier, and Stuart Wilder. Judge McGuffin then administered the Oath of Office to each of them.

Mr. Khan presented the Solicitor's Report, the first of an ongoing series of reports to keep the public updated about the work of the Solicitor's Office. Some highlights include the reason assistant solicitors were chosen with strong litigation backgrounds; the resolutions on today's agenda designating solicitors and setting maximum rates; and reporting on an October 17<sup>th</sup> executive session that addressed the injunction against Executive Order 13888 and the subsequent letter that Commissioners Marseglia, Harvie and DiGirolamo sent to the U.S. Department of State.

PUBLIC COMMENT – Agenda Items

None

OLD BUSINESS

Upon motion of Commissioner DiGirolamo, seconded by Commissioner Harvie, with the vote being 3-0, the minutes for the organizational meeting of January 6, 2020 were approved.

Upon motion of Commissioner Harvie, seconded by Commissioner DiGirolamo, with the vote being 3-0, the minutes for the regular meeting of January 22, 2020 were approved.

NEW BUSINESS

Commissioner Marseglia presented the agenda, providing clarification and addressing questions and comments.

Item 3d & e – Behavioral Health Director Cindy Grezeszak offered additional clarification on this project with the halfway house and the role of the attorney in relation to the HealthChoices program.

Item 3e – Solicitor Joe Khan responded to Commissioner DiGirolamo's question regarding the hourly rate.

Item 4a – Tom Freitag, Director of Board of Elections & Voter Registration, responded to Commissioner Marseglia's question regarding this contract relative to campaign finance.

Item 6a – Commissioner Marseglia responded to a question from Mr. Phil Tolbert regarding the substance of this policy.

Item 16b – In response to Commissioner DiGirolamo's question, Commissioner Marseglia clarified the change in contract amount from the prior solicitor for the Planning Commission.

Item 17a – Solicitor Joe Khan noted that these are "do not exceed" rates and some will be lower than indicated.

Item 17b – Mr. Khan responded to an inquiry from Commissioner DiGirolamo regarding these rates as compared to prior years. He explained the intended process going forward should result in consistency with rates and will avoid having to go before The Board for approval each engagement. Commissioner Harvie provided additional input on this two-part process of approving law firms and establishing rates.

RESOLUTIONS

Upon motion of Commissioner Harvie, seconded by Commissioner DiGirolamo, the following Resolutions were approved by the Bucks County Board of Commissioners with the vote being 3-0:

<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 for matching funds for farmland preservation. 1/1/20 – 12/31/21	\$1,500,000 (County 100%)
2. AREA AGENCY ON AGING	a. Law Office of Karen M. Quinn Bristol, PA	Approve contract to provide legal services. 1/6/20 – 6/30/20	\$20,000** (County 0%)
3. BEHAVIORAL HEALTH	a. Bucks County Opportunity Council Doylestown, PA	Approve contract extension to allow for additional housing placement. 1/1/20 – 12/31/20	
	b. Bucks County Opportunity Council Doylestown, PA	Approve contract to provide mental health housing. 1/1/20 – 12/31/21	\$200,000** (County 0%)
	c. Gaudenzia, Inc. Norristown, PA	Approve contract to provide drug and alcohol rehabilitation treatment services. 1/1/20 – 12/31/20	\$200,000** (County 0%)
	d. Resources for Human Development, Inc. Philadelphia, PA	Approve contract extension to complete additional work for reinvestment project. 1/1/20 – 12/31/20	
	e. Semanoff, Ormsby, Greenberg & Torchia Huntington Valley, PA	Approve appointment of solicitor for Behavioral Health Department. (Subject to final approval by County Solicitor) 1/1/20 – Open	\$575/hour** + expenses (County 0%)
4. BOARD OF ELECTIONS	a. ElectionIQ LLC Stow, OH	Approve contract to provide back end suite for election night reporting, campaign finance, asset management, and poll worker management. 1/22/20 – 1/21/21	\$95,400 (County 100%)
5. CHILDREN & YOUTH	a. Child & Family Focus Audubon, PA	Approve contract to provide High Fidelity Wrap Around services. 7/1/19 – 6/30/20	\$520,000** (County 5%)
	b. Family Unity Center Bristol, PA	Approve contract to provide after school services. 7/1/19 – 6/30/20	\$7,500** (County 20%)
	c. Pradera Corporation Philadelphia, PA	Approve contract to provide foster care services. 7/1/19 – 6/30/20	\$30,000** (County 20%)
	d. The Bair Foundation of Pennsylvania New Wilmington, PA	Approve contract to provide foster care services. 7/1/19 – 6/30/20	\$50,000** (County 20%)
6. COMMISSIONERS	a.	Approve adoption of New Employee Orientation Policy. 1/22/20 – Open	
	b. Bucks County Opportunity Council Doylestown, PA	Approve increase to annual appropriation. 1/1/20 – 12/31/20	\$25,000 (County 100%)
	c. Redevelopment Authority of the County of Bucks Bristol, PA	Approve gaming grant resolution, subrecipient agreements, and other required documents on behalf of the Lower Bucks Public Safety Training Center. 1/1/20 – 12/31/20	\$600,000 (Revenue)

	d.	Redevelopment Authority of the County of Bucks Bristol, PA	Approve gaming grant resolution, subrecipient agreements, and other required documents on behalf of Bucks County Police Chiefs Association for the Records Management System. 1/1/20 – 12/31/20	\$100,000 (Revenue)
7. CORRECTIONS	a.	Bucks County Drug & Alcohol Commission, Inc. Doylestown, PA	Approve contract to provide recovery program. 1/1/20 – 12/31/20	\$295,000** (County 100%)
	b.	Bucks County Drug & Alcohol Commission, Inc. Doylestown, PA	Approve contract to provide Pre-Trial Program. 1/1/20 – 6/30/20	\$97,000 (County 100%)
	c.	PrimeCare Medical, Inc. Harrisburg, PA	Approve contract to provide and administer Vivitrol as part of the Medication Assisted Treatment Program. 7/1/19 – 6/30/21	\$298,348** (County 0%)
	d.	PrimeCare Medical, Inc. Harrisburg, PA	Approve contract to provide and administer Buprenorphine as part of the Medication Assisted Treatment Program. 10/1/19 – 9/30/20	\$65,580** (County 0%)
8. COURTS	a.	Eastburn and Gray, P.C. Doylestown, PA	Approve contract to represent individual defendants in cases when there is a conflict of interest with the Bucks County Public Defender's Office. 1/31/20 – 12/31/20	\$34,901.13* (County 100%)
	b.	Jasper Seating Company, Inc. d/b/a JSI, a Jasper Group Brand Jasper, IN	Approve purchase of furniture.	\$29,711.84 (County 100%)
9. DISTRICT ATTORNEY	a.	National Medical Services, Inc. d/b/a NMS Labs Willow Grove, PA	Approve contract increase to provide DNA and drug analysis. 1/1/19 – 12/31/19	\$10,000** (County 100%)
	b.	Para-Plus Translations, Inc. Cherry Hill, NJ	Approve contract to provide translation services. 1/1/19 – 12/31/19	\$21,189** (County 100%)
10. FINANCE	a.	KMRD Partners, Inc. Warrington, PA	Approve contract for the following insurance policies. 2/1/20 – 2/1/21	\$1,488,386 (County 100%)
			General Liability	\$130,711
			Auto Liability	\$87,127
			Law Enforcement Liability	\$217,818
			Public Officials Liability	\$115,667
			Public Health Professional Liability	\$219,135
			Excess Workers Compensation	\$284,145
			Property	\$329,905
			Pollution Liability	\$56,288
			Cyber Liability	\$38,915
			Crime/Fidelity	\$8,675
	b.	PMA Management Corporation Blue Bell, PA	Approve contract to provide administrative services for workers compensation, general and auto liability claims. 1/1/20 – 12/31/20	\$84,105* (County 100%)
11. GENERAL SERVICES	a.	Jones Engineering Associates Fairless Hills, PA	Approve engineering firm to provide services upon request. 1/22/20 – Open	
	b.	RL Showalter & Associates Chalfont, PA	Approve engineering firm to provide services upon request. 1/22/20 – Open	
12. HUMAN SERVICES	a.	Comstock Consulting, LLC Lone Tree, CO	Approve contract to provide consulting services. 1/22/20 – 12/31/20	\$50,000** (County 100%)

13. INFORMATION TECHNOLOGY	a.	DVL Group, Inc. Bristol, PA	Approve contract increase for maintenance & repairs of datacenter HVAC systems. 6/19/19 – 6/18/20	\$7,352** (County 100%)
14. MH/DP	a.	Association for Habilitation and Employment of the Developmentally Disabled, Inc. Camp Hill, PA	Approve contract to provide supported employment and transportation services. 7/1/19 – 6/30/20	\$92,048** (County 3.9%)
15. NESHAMINY MANOR	a.	Accelerated Care Plus Leasing, Inc. Reno, NV	Approve contract increase and adjust contract dates to provide new therapy equipment. 6/1/20 – 6/21/20	\$703** (County 0%)
	b.	Richard D. Magee, Jr. Jamison, PA	Approve contract to provide legal representation for an incapacitated resident. 1/7/20 – 7/6/20	\$3,000 retainer + \$600 expert fees +\$275/hr (County 0%)
	c.	Singer Equipment Company Elverson, PA	Approve contract to purchase and install dishwasher.	\$70,913.33 (County 0%)
16. PLANNING COMMISSION	a.	Delaware Valley Regional Planning Commission Philadelphia, PA	Approve contract to provide annual funding for transportation and regional planning programs. 7/1/19 – 6/30/20	\$146,403 (County 100%)
	b.	FisherBroyles LLP Yardley, PA	Approve appointment of solicitor for Planning Commission. (Subject to final approval by County Solicitor) 1/22/20 – 1/21/21	\$15,000** (County 100%)
17. SOLICITOR	a.		Approve designation of department solicitors as follows: 1/1/20 – Open	\$150/hour** + expenses (County 100%)
		Law Offices of Karen Quinn Newtown, PA	Area Agency on Aging	
		Parlow & Lang Bensalem, PA	Children and Youth	
		Repko Law, LLC Doylestown, PA	Health Department	
		Curtin & Heefner Yardley, PA	Mental Health /Developmental Programs	
		Brennan Law Offices Doylestown, PA	Workers Compensation	
	b.		Approve maximum hourly rates for outside counsel for the following matters: 1/1/20 – Open	
		Children & Youth, Workers Compensation, Municipal/County Law & Governance, and Contract & Application Review.	\$150/hour** + expenses (County 100%)	
		Arbitration, Mediation, Collective Bargaining and Environmental Matters	\$250/hour** + expenses (County 100%)	
		HIPAA and CHRIA issues and Employment Counseling	\$300/hour** + expenses (County 100%)	
		Litigation	\$350/hour** + expenses (County 100%)	
18. VOTING MACHINES	a.	Matheson Transfer Company Forty Fort, PA	Approve contract increase and extension to provide hauling of voting machines for 2020 elections. (Special, Primary & General Elections) 1/1/20 – 12/31/20	\$50,164.20* (County 100%)

- b. Pennsylvania Department of State Harrisburg, PA Approve application for allocated Help America Vote Act (HAVA) funds. \$749,928.68 (Revenue)
- c. Pennsylvania Department of State, HAVA Accessibility Harrisburg, PA Approve removal and disposal of HAVA purchased Electec voting equipment.

19. OTHER CIVICS a. BC Audubon Society Approve Payment \$2,500

\*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.

Commissioner Marseglia noted that the Other Civics contribution to the Bucks County Audubon Society is going to help with their meadow program. General Services Director Kevin Spencer provided some background on this program and the municipal workshop being held on February 20<sup>th</sup>.

**BUDGET ADJUSTMENTS**

None

**PERSONNEL**

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

COMMISSIONERS LIST							
January 22, 2020							
As recommended by the Department of Human Resources							
Item numbers 1 through 21							
APPOINTMENTS							
REQUISITION #	NEW HIRE NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION
1	4261 Natalie E. Ciafrei	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
2	4080 Marie F. Coriolan	Registered Nurse - Pool	NM Nursing Pool	60	14.0	2/3/2020	37.74 PH
3	4261 Raymond M. Frattone	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
4	4261 Steven M. Krajewski Jr	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
5	4261 Kyle D. Schneider	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
6	4261 Callie J. Sippel	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
7	4261 Erin E. Smeltzer	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
8	4261 Susan E. Weiss	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
REHIRE							
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION
9	4289 Linda Lee Eyre Separation Date: 11/8/2007	Custodian	General Services	02	40.0	1/27/2020	21.22 PH
10	N/A Christopher Kotch Separation Date: 12/1/2019	911 Data Entry Specialist - PD	911 Emergency Response	00	15.0	1/23/2020	13.52 PH
11	4261 Jared A. Stevenson Separation Date: 10/18/2019	Dispatcher Trainee - PD	911 Emergency Response	00	30.0	1/27/2020	13.52 PH
PER DIEM TO PERMANENT							
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION
12	4290 Kelsey L. VanSant	General Service - PD TO Custodian-NMH	General Services	00 TO 02	30.0 TO 40.0	2/15/2020	11.50 PH TO 21.22 PH
POSITION CHANGE							
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION
13	4279 John L. Zelenevich	Engineer I TO Trades Level I-NMH	General Services	02	40.0	2/3/2020	28.12 PH TO 29.41 PH
SEPARATION							
NAME	POSITION TITLE	DEPARTMENT	EFFECTIVE DATE	REMARKS			
14	Kourtney P. Frey	Caseworker	Children and Youth	2/3/2020	Separation		
15	Edward A. Mack	Corrections Officer	Main Jail	1/16/2020	Separation		
16	Kenneth C. Mellor	Corrections Officer	Main Jail	1/1/2020	Separation		
17	Betty Z. Narmah	Nursing Assistant	NM Nursing Assistants	2/2/2020	Separation		
18	Kristopher L. Paci	Corrections Officer	Main Jail	1/6/2020	Separation		
19	Jimmy Valentine	Warehouse Officer	Main Jail	2/3/2020	Separation		
20	Janessa L. Winder	Food Service Attendant - PD	NM Dietary Services	1/13/2020	Separation		
*Estimated Date **Never Started ***Agreement ****Reinstatement							
CORRECTION							
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION
21	4185 Christopher J. Roberts	Operations & Training Officer	Emergency Management Agency	00	40.0	1/20/2020 TO 1/24/2020	24.00 PH

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

**BOARD APPOINTMENTS**

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

- Agricultural Land Preservation Board  
Jonathan Snipes New Appointment
- Airport Authority  
Ed Jasiewicz New Appointment

<u>Area Agency on Aging Advisory Council</u>	
Maggie Boyer	Reappointment
Nancy Spears	Reappointment
John Rafa	Reappointment
Richard Newman	Reappointment
Karen Hirschman	Reappointment
<u>Conservation District</u>	
Jeffrey Vey	Reappointment
David Wolfinger	Reappointment
<u>Community College Authority</u>	
Tom Jennings	New Appointment
<u>Drug &amp; Alcohol Commission</u>	
Detective Dale Keddie	New Appointment
<u>Housing Development Corporation</u>	
Dawn Burke	New Appointment
<u>Human Relations Council</u>	
Helen Tai	New Appointment
<u>Juvenile Detention Center</u>	
Elizabeth Kulick	Reappointment
<u>Local Emergency Planning</u>	
David Harris	Reappointment
Robert Kay	Reappointment
Scott Forster	Reappointment
Beth Ann Jones	Reappointment
Joseph Seberowski	Reappointment
Robert Woodruff	Reappointment
Kasey Kollar	Reappointment
Rory LaRosa	Reappointment
Shelly Kerney	Reappointment
George Hubbard	Reappointment
<u>Opportunity Council</u>	
Shane Fitzgerald	Reappointment
<u>MH/DP</u>	
Kyle Esposito	New Appointment
Nick Emeigh	New Appointment

Upon motion of Commissioner Marseglia, seconded by Commissioner DiGirolamo, with the vote being 3-0, the following appointment was approved:

<u>Local Emergency Planning</u>	
Robert J. Harvie, Jr.	New Appointment

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

CHIEF OPERATING OFFICER REPORT

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

Board of Elections

- Voter outreach has begun regarding the new voting machines. The first training session for poll workers is scheduled for February 8<sup>th</sup> at Bucks County Community College, Upper Bucks Campus, from 11 am to 1 pm. The first electorate meeting for training will be held on February 24<sup>th</sup> at Bucks County Technical High School from 5 to 8 pm. There will be demonstrations of the new machines after the Commissioners' meetings, beginning on February 19<sup>th</sup>. Please see the website for a complete list of training dates.
- Thanks to Board of Elections staff and everyone involved for working to get so much done in such a short period of time.
- The Board of Elections office is moving this weekend to the old Recorder of Deeds office.

Parking Garage Construction – The Administration Building parking garage is projected to open in mid-February.

Point In Time Count – The annual count of sheltered and unsheltered homeless persons will be held next Wednesday, January 29<sup>th</sup>.

CDBG, HOME and ESG funding – 2020 grant applications have been posted to the department website and are due back by mid-March.

COMMISSIONER COMMENTS

Commissioner Harvie provided a brief update on the behind-the-scenes preparation that takes place before each Commissioners’ meeting, including review of the resolutions and agenda by the Commissioners and discussions with department heads and division leaders. He thanked those involved for their work. Mr. Harvie also complimented Neshaminy Manor Finance Director Lauren Gallagher for the thorough information she provided in support of her resolution request for this meeting.

Commissioner Harvie thanked Dr. Damsker for his presentation today. He added that the Commissioners would like to have similar presentations in the future by other division leaders and department heads. The Commissioner advised that they also plan to have the Commissioners’ meetings videotaped so they are available to those unable to attend in person. He thanked Chief Clerk Gail Humphrey for her work on this project.

Commissioner Marseglia advised that they are working hard to fill the positions of Director and Deputy Director of Human Services, recently vacated by Jon Rubin and Chris Finello. The Commissioner said that she appreciates everyone’s patience during this difficult time.

PUBLIC COMMENT

Former Commissioner Andy Warren had a question regarding the personnel list.

ADJOURNMENT

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

The next public meeting of the Bucks County Board of Commissioners will be held on Wednesday, February 5, 2020, at 10:00 a.m. in the Bucks County Commissioners’ Meeting Room.

Approved: February 5, 2020

BUCKS COUNTY COMMISSIONERS

BY:

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Diane M. Ellis-Marseglia  
*Commissioner, Chair*

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Robert J. Harvie, Jr.  
*Commissioner, Vice-Chair*

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Gene DiGirolamo  
*Commissioner*

ATTEST:

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Gail Humphrey, *Chief Clerk*