

BUCKS COUNTY COMMISSIONERS

March 18, 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 Kevin Spencer, Director of General Services, led the Pledge of Allegiance.

INTRODUCTIONS

Commissioner Marseglia invited those county row officers who were present to introduce themselves. They were: Neale Dougherty, Controller; and Meredith Buck, Coroner;

PROCLAMATIONS

The Commissioners proclaimed March 2020 as “Intellectual and Developmental Disabilities Month” to support, encourage, and recognize the many accomplishments of county citizens with developmental disabilities.

PRESENTATION

Commissioner Marseglia advised that there would be no scheduled presentations due to the virus issues, but she requested an update on yesterday’s election. Tom Freitag, Director of Board of Elections & Voter Registration, reported on the special election in Bensalem to fill Commissioner DiGirolamo’s former seat. Mr. Freitag noted that this was the first election using the new voting machines and, considering the current COVID-19 virus situation, the estimated twenty percent turnout was higher than expected. Mr. Freitag responded to Commissioner Marseglia’s questions regarding the paper ballots, resident’s reactions, and mail-in ballots. Commissioner DiGirolamo reported that he voted yesterday, and had no problems nor did he hear any complaints. Commissioner Harvie and Mr. Freitag complimented Kelly Gale, Assistant Director of Board of Elections & Voter Registration, on the tremendous job she did with staffing the polls under the current circumstances. Commissioner Marseglia thanked the Information Technology staff for their work and long hours. In response to Commissioner DiGirolamo’s question, Mr. Freitag advised unofficial results indicate that K.C. Tomlinson won the election.

PUBLIC COMMENT – Agenda Items

None

CONSENT AGENDA

Upon motion of Commissioner DiGirolamo, seconded by Commissioner Harvie, the following Resolutions from the consent agenda were approved by the Bucks County Board of Commissioners by a vote of 3-0, and with the exception of items 5c & d, which were tabled:

A. Old Business

- Approve minutes from the March 4, 2020 regular meeting

B. Resolutions

1. CHILDREN & YOUTH	a. Bethany Christian Services of Central Pennsylvania Lancaster, PA	Approve contract to provide foster care and in-home therapy services. 7/1/19 – 6/30/20	\$225,000** (County 20%)
	b. Scantek, Inc. Willow Grove, PA	Approve contract to digitally scan and archive files. 3/18/20 – 5/31/20	\$41,988.50** (County 20%)
	c. University of Pittsburgh Pittsburgh, PA	Approve contract between Victoria M. Kane and the University of Pittsburgh for Child Welfare Education program. 2/11/20 – Graduation	
2. COMMISSIONERS	a. Bucks County Industrial Development Authority Doylestown, PA	Approve resolution authorizing a Certificate of Approval for an issuance of bonds not to exceed \$110,000,000 pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended, for Ann’s Choice, Inc. in Warminster Township.	

3. COURTS	a. Administrative Office of Pennsylvania Courts, Court Access Coordinator Harrisburg, PA	Approve application for reimbursement of court interpretation costs. 1/1/19 – 12/31/19	\$340,151.33 (Revenue)	
	b. Director of Judicial Programs Philadelphia, PA	Approve application for Senior Judge reimbursable costs. 1/1/19 – 12/31/19	\$66,466 (Revenue)	
4. FINANCE	a. Curtin & Heefner LLP Yardley, PA	Approve contract to act as bond counsel for the Series of 2020 bond issue.	\$27,500 + expenses (County 100%)	
	b. Obermayer Rebmann Maxwell & Hippel LLP West Conshohocken, PA	Approve contract to act as underwriter's counsel for the Series of 2020 bond issue.	\$25,000 + expenses (County 100%)	
	c. Munn Roofing Corp. Hatfield, PA	Approve contract increase for additional work needed to replace metal roof and translucent wall at the Doylestown branch of the Bucks County Free Library.	\$3,990 (County 50%)	
5. GENERAL SERVICES	a. Bucks County Association of Retired & Senior Citizens Doylestown, PA	Approve lease amendment to authorize Meals on Wheels to operate out of the Central Bucks Senior Center and to update insurance. 1/1/00 – 12/31/24		
	b. C&C Ford Sales Inc. d/b/a Chapman Ford of Horsham Horsham, PA	Approve purchase of two 2020 Ford Non-Hybrid Police Interceptor Utility Vehicles for the Park Rangers.	\$69,324** (County 100%)	
	<i>Tabled</i>	c. Fred Beans Inc. d/b/a Fred Beans Chevrolet Doylestown, PA	Approve purchase of 2020 Chevrolet vehicles for Juvenile Probation (1) and the Youth Center (1).	\$55,556** (County 60%)
	<i>Tabled</i>	d. Fred Beans Inc. d/b/a Fred Beans Ford/Lincoln Doylestown, PA	Approve purchase of a 2020 Ford Explorer for Juvenile Probation.	\$32,853** (County 100%)
		e. Hertrich Fleet Services, Inc. Milford, DE	Approve purchase of 2020 Ford Hybrid Police Interceptor Utility Vehicles for the Park Rangers (1) and Security (1).	\$75,444** (County 100%)
		f. Whitmoyer Buick-Chevrolet, Inc. Mount Joy, PA	Approve purchase of a 2020 Chevrolet Silverado Work Truck for the Fire Marshal's Office.	\$29,875** (County 100%)
6. HOUSING SERVICES	a. Bucks County Opportunity Council Doylestown, PA	Approve contract for 2019 Emergency Solutions Grant funding for Rapid Re-Housing services. 9/26/19 – 3/26/21	\$96,250 (County 0%)	
	b. YWCA Bucks County Trevose, PA	Approve contract for 2019 Emergency Solutions Grant funding for Rapid Re-Housing services. 9/26/19 – 3/26/21	\$81,828 (County 0%)	
	c. Penndel Mental Health Center Langhorne, PA	Approve contract extension for 2019 Pennsylvania Housing Affordability and Rehabilitation Enhancement Grant funding for Prepared Renters Curriculum Incentives training classes. 1/4/20 – 12/31/20		
	d. Pennsylvania Department of Community and Economic Development Harrisburg, PA	Approve application and acceptance of 2020 Emergency Solutions Grant to fund Housing Locator activities, rental and financial assistance, and housing stability case management services. 11/30/20 – 5/30/22	\$234,567 (Revenue)	
	e. Pennsylvania Housing Finance Agency Harrisburg, PA	Approve contract for Home4Good funding for Housing Continuum of Care Administration. 1/1/20 – 12/31/20	\$2,500 (Revenue)	

7. INFORMATION TECHNOLOGY	a. Advent Communication Inc. Washington, PA	Approve contract to provide maintenance and support for county telephone system. 3/18/20 – 9/17/21	\$98,514** (County 100%)
	b. Kronos Incorporated Lowell, MA	Approve contract to provide hardware maintenance and support. 4/24/20 – 4/23/21	\$25,309.83 (County 100%)
8. MH/DP	a. The Peace Center Langhorne, PA	Approve contract increase to provide life skills and mental health awareness program to high school students. 7/1/19 – 6/30/20	\$8,583** (County 3.9%)
9. MILITARY AFFAIRS	a. Pennsylvania Department of Military and Veterans Affairs Annville, PA	Approve contract to provide advertising and printing for Veteran’s Expo, and for Veteran’s Diversion Program. 6/1/20 – 11/30/21	\$14,812 (Revenue)
10. PLANNING COMMISSION	a. Borough of Sellersville	Approve contract to provide planning services.	\$4,730 (Revenue)
11. POLICE TRAINING	a. Pennsylvania Department of Transportation Harrisburg, PA	Approve authorization for Commissioner Chair to sign documents on behalf of Bucks County relating to the Police Traffic Services Grant.	
12. PROTHONOTARY	a. Paperless Solutions, Inc. Bensalem, PA	Approve contract increase to add Entry of Appearance enhancement to Master Agreement. 10/1/19 – 9/30/22	\$7,100** (County 0%)
13. YOUTH CENTER	a. County of Berks Reading, PA	Approve contract to provide temporary housing for detention of out-of-county juveniles. 7/1/20 – 6/30/24	\$350/day /resident (Revenue)
	b. County of Monroe Stroudsburg, PA	Approve contract to provide temporary housing for detention of out-of-county juveniles. 7/1/19 – 6/30/20	\$350/day /resident (Revenue)

*Unit Cost/Estimated for operational purposes only. ** Unit Cost/Not to Exceed

REGULAR AGENDA

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| 14. COMMISSIONERS | a. | Approve Resolution ratifying and extending Declaration of Disaster Emergency relative to a pandemic outbreak. |
| | b. | Approve Resolution affirming the commitment of the County of Bucks to responsible strategies for addressing the opioid epidemic. |

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

Item 14a – Solicitor Joe Khan explained this resolution to ratify, confirm, approve, and extend until April 2, 2020, the Declaration of Disaster Emergency of Friday, March 13th.

Item 14b – Mr. Khan presented information regarding this resolution affirming the commitment of the County to responsible strategies for addressing the opioid epidemic.

Commissioner DiGirolamo motioned to approve item 14a, which was seconded by Commissioner Harvie. Commissioner Harvie motioned to approve item 14b, which was seconded by Commissioner DiGirolamo. Both of these items from the regular agenda were approved with a vote of 3-0.

BUDGET ADJUSTMENTS

None

PERSONNEL

Upon motion of Commissioner Harvie, seconded by Commissioner DiGirolamo, with the vote being 3-1, the following Personnel Actions were approved:

COMMISSIONERS LIST								
March 18, 2020								
As recommended by the Department of Human Resources								
Item numbers 1 through 41								
APPOINTMENTS								
REQUISITION #	NEW HIRE NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
1	4323	Liomarys E. Adorno-Dooner	Registered Nurse	NM Registered Nurses	06	40.0	3/31/2020	33.14 PH
2	4332	Diane E. Bender	Nursing Assistant - Pool	NM Nursing Pool	30	14.0	3/31/2020	21.42 PH
3	4331	Antoinette Carter	Nursing Assistant - PD	NM Nursing Assistants	03	24.0	3/31/2020	20.37 PH
4	4341	Stephanie A. English	EPS I	Health Department	46	40.0	3/23/2020	25.37 PH
5	4326	Ernestine Hardin	L P N - Pool	NM Nursing Pool	31	14.0	3/31/2020	30.91 PH
6	4328	Jeremy B. Hynds	Food Service Attendant - PD	NM Dietary Services	03	24.0	3/21/2020	13.27 PH
7	4305	Jenifer L. Klepesky	Casework Supervisor	Children and Youth	84	37.5	3/23/2020	29.33 PH
8	4294	Daniel S. Kyle	Help Desk Specialist	Information Technology	46	40.0	3/19/2020	24.25 PH
9	4331	Jamesie Michel	Nursing Assistant - PD	NM Nursing Assistants	03	24.0	3/31/2020	20.37 PH
10	4295	Amanda E. Raywood	Clerk Typist II	Children and Youth	04	37.5	4/6/2020	18.83 PH
POSITION CHANGE								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
11	4335	Taylor R. Devine	Dispatcher I TO Dispatcher III	911 Emergency Response	03 TO 45	40.0	3/21/2020	27.81 PH TO 28.05 PH
12	4311	Jennifer M. Lanzetta	Social Work Supervisor TO Social Worker I	Children and Youth	84 TO 04	37.5	3/23/2020	41.60 PH TO 36.18 PH
TRANSFER								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
13	4318	Juliane C. Barreto	Records Administrator TO Judicial Clerk	Main Jail TO Supplemental Judicial Clerks	03 TO 05	40.0	3/16/2020	24.50 PH TO 21.71 PH
14	N/A	Karen F. Brady	Office Supervisor-Assistant to Executive Director TO Office Manager	Planning Administrative TO Tax Claim Bureau	00	40.0	3/23/2020	57,742.00 PA TO 62,396.00 PA
15	4278	Nicole B. Ross	Caseworker TO Program Specialist	Children and Youth TO Behavioral Health Services	04 TO 00	37.5 TO 40.0	4/6/2020	27.65 PH TO 32.70 PH
16	4336	Margaret A. McKeivitt	Director Community & Economic Development TO Chief Operating Officer	Community-Economic Development TO Commissioners	88 TO 67	40.0	3/11/2020	91,279.00 PA TO 167,965.00 PA
SALARY ADJUSTMENT								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
17	N/A	Karen F. Brady	Office Manager	Tax Claim Bureau	00	40.0	9/23/2020	62,396.00 PA TO 63,644.00 PA
18	N/A	Robert Dieva	Voting Machine Manager	Voting Machines	00	40.0	3/21/2020	64,921.00 PA TO 68,421.00 PA
19	N/A	Thomas A. Freitag	Director Board of Elections Voter Registration	Board of Voter Registration	11	40.0	3/21/2020	73,046.00 PA TO 76,546.00 PA
20	N/A	Kelly E. Gale	Assistant Director	Board of Voter Registration	00	40.0	3/21/2020	55,080.00 PA TO 58,580.00 PA
START OUT OF CLASS/TEMP ASSIGNMENT								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
21	N/A	Jeffrey S. Fields	Director of Housing Services TO Director Community & Economic Development	Community-Economic Development	11 TO 88	40.0	2/17/2020	87,394.00 PA TO 89,337.00 PA
22	N/A	Jessica M. Kimmel	Project Administrator - CDBG TO Program Coordinator	Community-Economic Development	00	40.0	2/6/2020	53,789.00 PA TO 60,188.00 PA
END OUT OF CLASS/TEMP ASSIGNMENT								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
23	N/A	Margaret A. McKeivitt	Director Community & Economic Development TO Chief Operating Officer	Community-Economic Development TO Commissioners	88 TO 67	40.0	3/10/2020	91,279.00 PA TO 167,965.00 PA
CLASS CHANGE								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
24	N/A	James Gilmour	Engineer II-NMH TO Engineer I-NMH	General Services	02	40.0	2/12/2020	26.91 PH TO 29.67 PH
TITLE CHANGE								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
25	N/A	Janet D. Simon	Office Administrator/Open Records TO Chief Paralegal & Administrator/ Open Records Office	Solicitor	00	40.0	3/14/2020	32.00 PH
SEPARATION								
NAME	POSITION TITLE	DEPARTMENT	EFFECTIVE DATE	COMPENSATION				
26	Abigail C. Brooks	Caseworker	Children and Youth	4/30/2020	26.41 PH			
27	Catherine E. Collins	ID Program Specialist I	MH DP Administration	7/3/2020	41.02 PH			
28	Curtis W. Cronk	Corrections Officer	Main Jail	3/4/2020	22.14 PH			
29	Theresa W. DiIorenzo	Clerk Typist II	Children and Youth	5/1/2020	25.17 PH			
30	Ruthann Eynon	Security Screener - PD	Security	3/13/2020	14.33 PH			
31	Alex S. Gergar	Security Guard	Security	4/1/2020	23.45 PH			
32	Raymond W. Goodnoe Jr	Office Manager	Tax Claim Bureau	3/5/2020	54,221.00 PA			
33	Ernest F. Hoferica	Graphic Coordinator/Resource Specialist	Planning Administrative	4/3/2020	34.74 PH			
34	Donald W. Jacobs	Chief Information Officer	Information Technology	3/2/2020	127,783.00 PA			
35	Robert A. Lebo	Assistant Computer Aided Dispatch	911 Emergency Response	4/10/2020	28.19 PH			
36	Adelaide M. MacNamara	Laundry Aide	General Services	5/8/2020	23.27 PH			
37	Emlen P. Rile III	Museum Assistant - PD	Parks Historical Properties	3/5/2020	10.62 PH			
38	Narvelyn C. Rollin	Nursing Assistant - Pool	NM Nursing Pool	3/10/2020	21.42 PH			
39	Jared A. Stevenson	Dispatcher Trainee - PD	911 Emergency Response	3/4/2020	13.52 PH			
40	Yvonne C. Sutton	Nursing Assistant - Pool	NM Nursing Pool	3/5/2020	22.29 PH			
41	Laura F. Wood	Corrections Officer	Main Jail	4/1/2020	28.79 PH			
*Estimated Date **Never Started ***Agreement ****Reinstatement								
CORRECTION								
NAME	POSITION TITLE	DEPARTMENT	EFFECTIVE DATE	COMPENSATION				
43	Aidan D. Paul	Corrections Officer	Main Jail	3/11/2020 TO 3/10/2020	25.68 PH			

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

Approved: April 1, 2020

BUCKS COUNTY COMMISSIONERS

BY:

Diane M. Ellis-Marseglia
Commissioner, Chair

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

Gene DiGirolamo
Commissioner

ATTEST:

Gail Humphrey, *Chief Clerk*