

BUCKS COUNTY COMMISSIONERS

April 15, 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 Marseglia welcomed everyone to the meeting and advised that public comments on agenda items will be accepted until 10:05 via email at publiccomment@buckscounty.org. Randy Miller, Director of Training, led the Pledge of Allegiance. Commissioner Marseglia asked everyone to take a moment of either prayer or gratitude for the nurses, doctors, police, fire fighters and all first responders who are dealing with the current Coronavirus pandemic.

Commissioner Marseglia announced that it was the commissioners’ 100th day in office, adding that everyone wearing masks and distancing themselves 6 feet apart, is not what they expected but she appreciates everyone being there or watching the meeting remotely. The commissioner then asked everyone to join her in expressing gratitude by giving a round of applause for the 911 operators, the Emergency Operations Center, Department of Corrections and Juvenile Corrections Center employees, employees of the Neshaminy Manor nursing home, the Information Technology Department, Rangers and Security, Department heads and administration, members of Mental Health, Area Agency on Aging, Children & Youth, and Adult and Juvenile Probation, who are all responding during this crisis and helping to keep the county operational.

INTRODUCTIONS

Commissioner Marseglia invited the county row officers who were present to introduce themselves. They were: Meredith Buck, Coroner, and Kristian Ballerini, Treasurer.

PUBLIC COMMENT – Agenda Items

County Solicitor Joe Khan advised there were no public comments received on agenda items. Any comments that come in will be addressed at the end of the meeting during “Public Comments – All Items.”

CONSENT AGENDA

Commissioner Marseglia clarified that the commissioners are already in agreement with the items on the consent agenda.

Item 3a – Commissioner Harvie noted that, in addition to the items indicated, the Coroner’s office also needs to purchase a lift. By unanimous consent, the commissioners agreed to expand as necessary the authorization for 3a to include the purchase of a lift.¹

Upon motion of Commissioner Harvie, seconded by Commissioner DiGirolamo, with the vote being 3-0, the following items on the consent agenda were approved:

- A. Approve minutes from the April 1, 2020 regular meeting
- B. Resolutions

1. BOARD OF ELECTIONS	a. Clear Ballot Group Inc. Boston, MA	Approve purchase of high speed scanners to process absentee and mail in ballots. 4/15/20 – 4/15/25	\$75,976 (County 100%)
2. CHILDREN & YOUTH	a. Bethany Christian Services of the Greater Delaware Valley Jenkintown PA	Approve contract to provide funding for the Safe Families Program. 7/1/19 – 6/30/20	\$44,000** (County 20%)
	b. Community Service Foundation Pipersville, PA	Approve contract to provide Family Group Decision Making (FGDM) and other services for children. 7/1/19 – 6/30/20	\$2,125,000** (County 11%)
3. CORONER	a. Mortech Azusa, CA	Approve purchase of mortuary racks and body trays.	\$48,310* (County 100%)
4. CORRECTIONS	a. Global Tel*Link Corporation Falls Church, VA	Approve purchase of OMS Link Units for inmates. 4/13/20 – 5/10/20	\$20/unit** (County 0%)

¹ After further review it was determined that authorization for this additional item was not required.

	b.	Honeywell Building International Fort Washington, PA	Approve contract to provide cameras, licenses, card readers, door access contacts and control panels for the administration corridor at the Correctional Facility. NTP – 12/31/20	\$28,995 (County 100%)
5. COURTS	a.	Pennsylvania Commission on Crime and Delinquency Harrisburg, PA	Approve reduction of grant award for the Intermediate Punishment Program. 7/1/18 – 6/20/20	(\$92,104)
6. EMERGENCY MANAGEMENT	a.	Pennsylvania Emergency Management Agency Harrisburg, PA	Approve appointment of Scott T. Forster as Applicant Agent for Public Disaster Assistance Agreement for COVID-19.	
7. ERP	a.	Questica, Ltd. Huntington Beach, CA	Approve contract amendment to adjust terms of payment. 12/4/19 – 12/3/24	
8. FINANCE	a.	PNC Capital Markets LLC Philadelphia, PA Stifel, Nicolaus & Co., Inc. Philadelphia, PA	Approve contract to serve as underwriters for the Series of 2020 bond issue.	
9. GENERAL SERVICES	a.	New Britain Township Chalfont, PA	Approve Memorandum of Understanding for reimbursement of bridge work.	
10. HEALTH	a.	Pennsylvania Department of Health, Bureau of Communicable Diseases Harrisburg, PA	Approve tuberculosis grant award. 7/1/20 – 6/30/21	\$38,819 (Revenue)
	b.	Pennsylvania Department of Health, Office of Public Health Preparedness Harrisburg, PA	Approve COVID-19 funds for the Public Health Preparedness Program. 7/1/19 – 6/30/20	\$1,380,118 (Revenue)
11. HOUSING SERVICES	a.	Habitat for Humanity of Bucks County Chalfont, PA	Approve HOME funding for the acquisition, demolition, and new construction of a single family home in Bristol Borough. 4/15/20 – 4/14/22	\$80,000 (County 0%)
	b.	U.S. Department of Housing and Urban Development Philadelphia, PA	Approve grant agreement for Homeless Management Information System (HMIS) 1/1/21 – 12/31/21	\$103,023 (Revenue)
12. HUMAN RESOURCES	a.	James Flandreau, Esquire Media, PA	Approve settlement of Workers' Compensation claim for Sandra Burk.	\$20,685.90 (County 100%)
	b.	Sandra Burk Trenton, NJ	Approve settlement of Workers' Compensation claim.	\$77,600 (County 100%)
13. INFORMATION TECHNOLOGY	a.	Conferencing Advisors Inc. San Clemente, CA	Approve contract to provide conferencing software. 4/1/20 – 3/31/21	\$34,650* (County 100%)
	b.	DVL Group, Inc. Bristol, PA	Approve contract increase for maintenance & repairs of datacenter HVAC systems. 6/19/19 – 6/18/20	\$30,464** (County 100%)
14. YOUTH CENTER	a.	County of Pike Milford, PA	Approve contract to provide temporary housing for detention of out-of-county juveniles. 1/1/20 – 6/30/20	\$350/day /resident (Revenue)
	b.	County of York York, PA	Approve contract to provide temporary housing for detention of out-of-county juveniles. 5/1/20 – 6/30/24	\$350/day /resident (Revenue)

REGULAR AGENDA

15. EMERGENCY MANAGEMENT	a.	Newtown Athletic Club, Inc. and Newtown Racquetball Associates (NAC) Newtown, PA	Approve Memorandum of Understanding to provide space for the treatment of patients suffering from the Coronavirus/COVID-19 pandemic as needed.	
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16. HOUSING SERVICES a. Bucks County Opportunity Council Doylestown, PA Approve contract to provide funding to assist clients impacted by the COVID-19 Pandemic. 3/19/20 – 3/18/21 \$400,000 (County 100%)
17. HUMAN RESOURCES a. Approve COVID-19 Bucks County Human Resources Policies.
18. COMMISSIONERS a. Approve resolution extending the Declaration of Disaster Emergency of March 13, 2020 relative to a pandemic outbreak through May 7, 2020.
- b. Redevelopment Authority of the County of Bucks Bristol, PA Approve use of gaming money to support the COVID-19 Emergency Economic Rapid Response Grant Program for Nonprofits. 1/1/20 – 12/31/20
- c. Approve County of Bucks Public Meeting Policy During COVID-19 Crisis.

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

Commissioner Marseglia presented the items on the regular agenda, providing additional information and clarification.

Item 16a – Director of Community & Economic Development Jeff Fields provided an overview (via telephone) on this contract to provide emergency assistance with housing and supplies for those affected by the Coronavirus/COVID-19. In response to Commissioner Marseglia’s question, Mr. Fields advised that they coordinate with about eight different agencies to provide housing assistance.

Item 17a – Commissioner Marseglia advised that these changes are necessary as the county adjusts to so many employees working remotely. Chief Operating Officer Margie McKeivitt added that this includes three supplements with the potential of a fourth. She said it is an evolving process and she thanked Ginger Hardwick from the Law Department and those in Human Resources for their hard work on these policies. Commissioner Harvie thanked all the employees for their patience and understanding. He reported that the commissioners met with the collective bargaining units last week and he thanked them for their cooperation.

Item 18b – Ms. McKeivitt spoke about the gaming funds available as loans to small businesses in amounts up to \$10,000. She encouraged any non-profits interested in applying for the grants to visit the Bucks County Redevelopment Authority’s website. Commissioner DiGirolamo thanked the Redevelopment Authority for working them. He added that there are many people in need in Bucks County, and this money will help them to navigate this pandemic.

Item 18c – Commissioner Harvie expressed appreciation to the Law Department and Eric Nagy, Director of Policy and Projects, for their work on this. He added that this crisis has made it necessary for them to be able to broadcast the many meetings they have, and to allow for public input.

Upon motion of Commissioner DiGirolamo, seconded by Commissioner Harvie, with a vote of 3-0, the above items from the regular agenda were approved.

PERSONNEL

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

COMMISSIONERS LIST									
April 15, 2020									
As recommended by the Department of Human Resources									
Item numbers 1 through 42									
APPOINTMENTS									
	REQUISITION #	NEW HIRE NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
1	4331	Flor Y. Anaya	Nursing Assistant - PD	NM Nursing Assistants	03	24.0	4/28/2020	20.37 PH	
2	4332	Akua Arthur	Nursing Assistant - Pool	NM Nursing Pool	30	14.0	4/28/2020	21.42 PH	
3	4326	Michelle L. Frisch	LPN - Pool	NM Nursing Pool	31	14.0	4/28/2020	30.30 PH	
4	4319	Karen Knellinger	Casework Manager	Children and Youth	00	40.0	5/11/2020	90,000.00 PA	
5	4322	John D. Lang	Peace Officer	Security	08	40.0	4/20/2020	23.45 PH	
6	4366	John R. Ruel	Peace Officer	Security	08	40.0	5/4/2020	23.45 PH	
7	4332	Joanna L. Wakely	Nursing Assistant - Pool	NM Nursing Pool	30	14.0	4/28/2020	21.42 PH	
POSITION CHANGE									
	REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
8	N/A	Jeremy B. Deppeler	Facilities Manager TO Maintenance Superintendent I	General Services	00	40.0	4/20/2020	72,820.00 PA TO 35.01 PH	
9	N/A	Joseph J. Khan	County Solicitor	Law Department	11 TO 88	40.0	4/11/2020	145,000.00 PA	

TRANSFER								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
10	4301	Keri L. Cohen	Law Clerk TO Assistant Public Defender	Main Courts TO Public Defender	96 TO 00	40.0	5/11/2020	50,820.00 PA TO 51,000.00 PA
11	4329	Cheryl A. Turk	Food Service Attendant - PD TO Activities Assistant - PD	NM Dietary Services TO NM Activities	03	24.0	4/18/2020	13.27 PH TO 14.36 PH
SALARY ADJUSTMENT								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
12	N/A	Christopher Pirolli	Director of Corrections	Main Jail	88	40.0	4/16/2020	119,854.00 PA TO 128,681.00 PA
TITLE CHANGE								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	UNION CODE	HOURS	EFFECTIVE DATE	COMPENSATION	
13	N/A	John R. Adamson	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
14	N/A	Peter B. Benn	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
15	N/A	Karen F. Brady	Office Manager TO Assistant Director	Tax Claim Bureau	00	40.0	4/11/2020	
16	N/A	Jared R. Carp	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
17	N/A	Wayne J. Degan	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
18	N/A	Charles D. Geiger	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
19	N/A	Michael W. Kauffman	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
20	N/A	Steven J. Krippel	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
21	N/A	Mark A. Lewandowski	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
22	N/A	David C. Malatesta	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
23	N/A	William A. McCloskey	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
24	N/A	Kevin C. Morris	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
25	N/A	Aldan S. Mueller	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
26	N/A	Everette E. Robertson	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
27	N/A	Rowland C. Rodgers	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
28	N/A	David A. Smith	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
29	N/A	Anthony J. Succi	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
30	N/A	Patricia A. Villareale	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
31	N/A	Michael A. Walowy	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
32	N/A	Otis L. Weathersby	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
33	N/A	Joseph M. Widhson	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
34	N/A	Kyle H. Wojciechowski	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
35	N/A	Michael M. Woolley	Security Guard TO Peace Officer	Security	08	40.0	4/11/2020	
SEPARATION								
REQUISITION #	NAME	POSITION TITLE	DEPARTMENT	EFFECTIVE DATE	COMPENSATION			
36	Selvete Aliu	Food Service Attendant - PD	NM Dietary Services	3/31/2020	13.27 PH			
37	Wendy D. Eklund	L P N - Pool	NM Nursing Pool	4/1/2020	30.91 PH			
38	Dennis R. Forsyth	Deputy Director Emergency Communications	911 Emergency Response	4/3/2020	90,534.00 PA			
39	Edward C. Krutsick	Corrections Officer	Main Jail	4/2/2020	25.68 PH			
40	Julia E. Martin	Caseworker	Children and Youth	3/26/2020	25.36 PH			
41	George R. Shaver Jr	Roving Ranger	Park Rangers	3/25/2020	35.13 PH			
42	Barry L. Snyder	County Facilities Manager	General Services	6/5/2020	80,970.00 PA			

*Estimated Date **Never Started ***Agreement ****Reinstatement

BOARD APPOINTMENTS

None

OTHER CIVICS

Upon motion of Commissioner DiGirolamo, seconded by Commissioner Harvie, with the vote being 3-0, the following Other Civics contributions were approved:

Health Link	\$4,000
YMCA of Lower Bucks	\$5,000
Youth Orchestra of Bucks County	\$3,000

AND the proper officers are authorized to execute all documents necessary to carry these Resolutions into effect.

CHIEF OPERATING OFFICER REPORT

Ms. McKevitt thanked county staff and non-profit partners for their hard work and response to the COVID-19 pandemic. A couple of new funding streams are bright spots, such as the Community Development Block Grant fund, which will be receiving \$1.7 million in addition to the \$2 million that had already been allocated. These funds will be used for COVID-19 related relief activities in the county.

The food pantries are still in desperate need of donations. There is a map on the county's COVID-19 portal, as well as on the Bucks County Opportunity Council's website, with locations, hours, and phone numbers. Please call to confirm they are open before going and to coordinate drop-offs.

Congratulations to the commissioners on their 100th day in office. Ms. McKeivitt expressed that through the commissioners' leadership the recent challenges have served to bring their new work family together.

SOLICITOR COMMENTS

When the new administration took office on Jan 6th, all of the county's ordinances were only accessible to the public through in-person review at the Administration Building in Doylestown. The administration's goals of providing greater public access to these ordinances took on greater urgency with the closing of the building due to the pandemic. County Solicitor announced that, effective today, all county ordinances are now available on the county website (see <http://www.buckscounty.org/government/administration/PublicMeetings/CountyOrdinances>). Mr. Khan thanked all those involved who made this possible.

Mr. Khan reported that Corrections, Courts, and the District Attorney have all been working collaboratively to address public health concerns regarding individuals in the correctional facilities. This population, as of midnight, has been reduced by over 18%, which will continue to be further reduced in a way that protects public health and safety.

The Consumer Protection Department has been busier than ever making sure there are no businesses operating in violation of the governor's order. They have also been addressing reports of price-gouging, scams and other attempts to prey on the vulnerable residents of the county. The department has also just launched a Twitter account, so if you would like to learn about your rights as a consumer, get updates on scams that they are monitoring, or engage with the department for any reason, just follow @BucksConsumer on Twitter or call the hotline.

COMMISSIONER COMMENTS

Referencing a CCAP (County Commissioners Association of Pennsylvania) bulletin from February 28th, Commissioner Harvie noted that there was no mention of the Coronavirus or COVID-19 and he reflected on how much has changed in such a short period of time. He added that CCAP has done an excellent job since then of keeping them up-to-date on all the laws being passed and programs started to assist those being affected.

Commissioner Harvie thanked all departments, divisions, agencies, and especially IT, for their work helping to keep the county running. The commissioner also congratulated all members of the new administration, row officers and judges on their unforgettable first 100 days in office.

Commissioner Harvie cited statistics obtained from Emergency Management Director Scott Forster regarding the considerable increased usage of the various food pantries and meals provided by both Area Agency on Aging and the school districts. They have started using the Civil Air Patrol to help with picking up and distributing food. Anyone who has the means to assist, either with donations or time, is encouraged to reach out.

Commissioner DiGirolamo expressed his disappointment that the federal government hasn't been able to agree on the terms of an additional stimulus bill and said he hopes they are able to come to an agreement soon. Referencing their first 100 days in office, the commissioner reflected that by working together the commissioners have been able to do what is best for Bucks County. He said he appreciated working with the other commissioners and he thanked Commissioner Marseglia for her leadership.

Commissioner Marseglia advised that applications for mail-in ballots are available on both the county website and on votespa.com. With no questions asked they will send out ballots for both the primary election on June 2nd and the general election in November, and this avoids having to go to the polls in person.

Commissioner Marseglia commented that the populations hardest hit by the Coronavirus are the senior citizens, healthcare workers, and first responders. People can help by staying home, keeping 6' apart, wearing masks, and going by themselves into stores.

PUBLIC COMMENT

Mr. Khan read emails received from Dan Kell from Hilltown Township regarding the Responsible Contractor Ordinance passed by the commissioners on March 4, 2020; and from Anita Nolan of Tinicum Township regarding the bridge at Headquarters and Sheephole Roads. Commissioner Marseglia confirmed that, after hearing from people in the area, the commissioners sent a letter to Governor Wolf. Commissioner Marseglia added that she believes PennDot is going ahead with the bridge replacement.

ADJOURNMENT

Upon motion of Commissioner Harvie, seconded by Commissioner DiGirolamo, 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, May 6, 2020, at 10:00 a.m. in the Bucks County Commissioners' Meeting Room and will be broadcast via live-stream at [facebook.com/BucksCountyGovt](https://www.facebook.com/BucksCountyGovt).

Approved: May 6, 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*