

BUCKS COUNTY COMMISSIONERS

January 27, 2014

The Regular Meeting of the Bucks County Board of Commissioners was held on Monday, January 27, 2014, at 10:00 am, at the Bucks County Courthouse, 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 announced that this meeting was rescheduled from last Wednesday, due to the weather. This was followed by a moment of silence and the Pledge of Allegiance.

INTRODUCTIONS

Chairman Loughery recognized county row officers who were present: Mary Smithson, Clerk of Courts; Ray McHugh, Controller; Pat Bachtle, Prothonotary; and William Snyder, Treasurer.

PROCLAMATIONS

None

PUBLIC COMMENT – Agenda Items

None

OLD BUSINESS

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the minutes of the regular meeting of December 18, 2013 were approved.

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the minutes of the organizational meeting of January 6, 2014 were approved.

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the minutes of the regular meeting of January 8, 2014 were approved.

NEW BUSINESS

Chairman Loughery read through the agenda, providing additional details as needed.

Item 1a – Richard Harvey, of the Agricultural Land Preservation Program, thanked the Commissioners for their commitment and shared some updated information on the status of the program.

Item 5a – Commissioner Marseglia raised some questions about the Crime Lab doing some of this testing. Chairman Loughery directed a question to District Attorney David Heckler, who advised that there has been discussion with the Coroner's office but at this time they are not in a position to do much work outside the police department. Chief Deputy Coroner Keith Preston responded to Chairman Loughery by explaining the need for a private company to do some of their testing.

Item 10a – Chairman Loughery shared questions the Commissioners had about other bidders and whether the items are made in the USA. Upon motion of Chairman Loughery, seconded by Commissioner Marseglia, with a vote of 3-0, this agenda item was tabled.

Items 12a & b - Travis Monroe, Assistant Director of Human Resources, highlighted the updates to the Human Resources' Manual and Policies. Chairman Loughery thanked the row officers and courts for their input with this project. Commissioner Martin asked how these changes are being communicated to employees and Mr. Monroe advised that they will be going on the road in the spring. After further discussion, Chairman Loughery recommended that the effective dates be changed to March 1, 2014 to allow time for the changes to be disseminated.

Item 15a – Dave Johnson from the Planning Commission presented information on a Municipal Open Space Program grant for a property in Warwick Township.

RESOLUTIONS

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

- Item 10a was Tabled with a vote of 3-0
- Items 9a, 9b, 9c, 10b, 10c & 10d passed with a vote of 2-1 with Commissioner Marseglia opposing
- Items 12a & b passed with the effective dates being changed from 1/22/14 to 3/1/14

RESOLVED, that the Bucks County Board of Commissioners upon the recommendation of the BOARD OF COMMISSIONERS, approve the following:

<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. 1/1/14 – 12/31/15	\$2,500,000 (County 100%)
2. BEHAVIORAL HEALTH	a. Allan Collaunt Associates, Inc. Broomall, PA	Approve contract renewal for services related to oversight of the HealthChoices program. 1/1/14 – 12/31/14	\$95,905.96** (County 0%)
	b. K/S Consultants, Inc. Warrington, PA	Approve amendment to extend the Youth Mental Health First Aid Program for individuals in the Neshaminy School District. 4/1/13 – 6/30/14	
3. CHILDREN & YOUTH	a. Bethanna Southampton, PA	Approve contract for visitation support services. 7/1/13 – 6/30/14	\$412,000** (County 20%)
	b. Child & Family Focus Valley Forge, PA	Approve contract for High Fidelity Wrap Around services for children with complex needs and their families. 7/1/13 – 6/30/14	\$605,360** (County 3%)
	c. The Council of Southeast Pennsylvania Doylestown, PA	Approve contract renewal to provide family strengthening to kinship families. 7/1/13 – 6/30/14	\$49,500** (County 20%)
	d. Family Service Association of Bucks County Langhorne, PA	Approve contract renewal to provide shelter operations. 7/1/13 – 6/30/14	\$253,360** (County 20%)
	e. Family Service Association of Bucks County Langhorne, PA	Approve contract renewal to provide support services. 7/1/13 – 6/30/14	\$236,500** (County 20%)
4. COMMUNITY & BUSINESS	a. Bucks County Redevelopment Authority Bristol, PA	Approve contract for CDBG funding to provide deferred payment loans to low and moderate income homeowners. 12/1/13 – 11/30/14	\$200,000 (County 0%)
	b. Morrisville Borough	Approve contract for CDBG funding for reconstruction of collapsed storm drain at Williamson Park. 9/1/13 – 11/30/14	\$135,213 (County 0%)
	c. Somerton Court Residences, LP Kingston, PA	Approve release of Trevoise and Somerton Roads from the mortgage on the Somerton Court Residences Project in Trevoise.	
5. CORONER	a. National Medical Services aka NMS Labs Willow Grove, PA	Approve contract for routine testing of blood, urine and other specimen types. 1/1/14 – 12/31/14	\$75,000** (County 100%)
6. CORRECTIONS	a. Paul Kolakowski Churchville, PA	Approve contract to teach basic adult education to inmates. 1/1/14 – 12/31/14	\$53,850** (County 0%)
7. DISTRICT ATTORNEY	a. Thomas A. Brettell, Ph.D. Hamilton, NJ	Approve contract renewal for consulting services. 1/1/14 – 12/31/14	\$55,400** (County 100%)
8. EMERGENCY COMMUNICATIONS	a.	Approve submission of triennial 911 Plan as required by Pennsylvania Emergency Management Agency. 1/1/14 – 12/31/16	
9. FINANCE	a. Safety National Casualty Corp. St. Louis, MO	Approve contract renewal for Excess Workers Compensation policy. 2/1/14 – 2/1/15	\$232,860 (County 100%)

	b.	Travelers Insurance Company Hartford, CT	Approve contract renewal for Property insurance policy. 2/1/14 – 2/1/15	\$399,241 (County 100%)
	c.	Travelers Insurance Company Hartford, CT	Approve contract renewal for Excess General Liability and Excess Auto policy. 2/1/14 – 2/1/15	\$206,195 (County 100%)
10. GENERAL SERVICES	a.	Clean Rental Services, Inc. Philadelphia, PA	Approve contract for uniform rental services. 4/1/14 – 3/31/18	\$124,999.68* (County 100%)
TABLED	b.	Ernest Bock & Sons, Inc. Philadelphia, PA	Approve contract decrease for temporary winter heat costs. Change Order – GC #042	(\$12,754) Credit
	c.	Ernest Bock & Sons, Inc. Philadelphia, PA	Approve contract decrease representing various credits for the Armory restoration. Change Order – GC #043	(\$17,527) Credit
	d.	Ernest Bock & Sons, Inc. Philadelphia, PA	Approve contract increase for installation of additional elevator inserts in the Justice Center. Change Order – GC #044	\$34,044.70 (County 100%)
	e.	PAC Industries Inc. Harrisburg, PA	Approve contract increase for additional repairs to laundry equipment outside the preventative maintenance contract. 4/1/11 – 3/31/14	\$4,000** (County 100%)
	f.	Scott Saxton Doylestown, PA	Approve rental of county property located at 795 New Galena Road in New Britain Township. 2/1/14 – 12/31/15	\$27,100 (Revenue)
11. HEALTH	a.	National Association of County and City Health Officials Washington, DC	Approve grant for building, training, and recruitment in Medical Reserve Corps program. 12/20/13 – 7/31/14	\$3,500 (Revenue)
12. HUMAN RESOURCES	a.		Approve updated Human Resources Personnel Manual for Non Union Employees. 3/1/14 – Open	
	b.		Approve updated Human Resources Policies for all County employees. 3/1/14 – Open	
	c.	PMA Management Corporation Blue Bell, PA	Approve contract renewal to provide administrative services for workers compensation, general and auto liability claims. 1/1/14 – 12/31/14	\$149,385* (County 100%)
13. MH/DP	a.	Netsmart Technologies Dublin, OH	Approve contract for software maintenance and support of in-house computer system. 1/1/14 – 12/31/14	\$40,710.72** (County 4.1%)
14. NESHAMINY MANOR	a.	Doylestown Hospital Hospice Doylestown, PA	Approve amendment to hospice agreement as required by the Long Term Care Regulations. 4/7/10 – 4/6/14	
	b.	Gulf South Medical Supply Jacksonville, FL	Approve contract increase and extension to purchase incontinent briefs for residents. 4/1/13 – 12/31/14	\$26,400** (County 3%)
	c.	David H. Loughran, D.O. Doylestown, PA	Approve contract to provide consultant/physician services. 1/22/14 – 1/21/15	
15. OPEN SPACE	a.	Warwick Township on behalf of John Albert	Approve Municipal Open Space Program grant for 59% of the average appraised easement value on a 36.64 acre portion of TMP 51-003-051.	\$263,464 (County 100%)

16. PLANNING COMMISSION	a. Environmental Systems Research Institute, Inc. Redlands, CA	Approve contract for renewal of software licenses purchased for the County's Geographic Information System (GIS) program. 1/1/14 – 12/31/14	\$42,029 (County 100%)
	b. Pennsylvania Department of Community and Economic Development – CFA Programs Harrisburg, PA	Approve grant to develop the Lower Neshaminy Creek Trail Feasibility Study. 11/21/13 – 6/30/15	\$8,885 (Revenue)
17. YOUTH CENTER	a. US Foods Allentown, PA	Approve contract for the purchase of food supplies through U.S. Communities Government Purchasing Alliance. 1/1/14 – 12/31/14	\$80,000** (County 50%)
	b. Wawa Wawa, PA	Approve contract for the purchase of milk and milk products for residents. 1/1/14 – 12/31/14	\$24,000** (County 50%)

*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

Upon motion of Commissioner Marseglia, seconded by Commissioner Martin, with the vote being 3-0, the following Budget Adjustment was adopted:

**2013 BUDGET ADJUSTMENTS
Agenda Description
January 27, 2014**

Adjust 2013 operating budget to cover additional anticipated expenditures per departmental monthly budget analysis

<u>Adjustment</u>	<u>Department</u>	<u>Amount</u>
Adjustment # 47	Behavioral Health	5,800,000
	Behavioral Health (Revenues)	(5,800,000)
Total Adjustment to General Fund Balance		-

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:

APPOINTMENTS

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE*</u>	<u>REMARKS</u>
1. Patricia J. Ahn J.R. #2223	Central Supply-O-PT. Asst – PD Unit 03	NM Physician Services 20.0 hrs/wk	01/28/14	14.00 PH
2. Jane A. Borth J.R. #2209	Security Screener – PD Unit 00	Security 12.5 hrs/wk	01/23/14	12.73 PH
3. Caitlyn J. Kennedy J.R. #2218	Food Service Attendant – PD Unit 03	NM Dietary Services 24.0 hrs/wk	01/26/14	12.01 PH
4. Brady D. Marlow J.R. #2209	Security Screener – PD Unit 00	Security 12.5 hrs/wk	01/23/14	12.73 PH
5. Beth A. Meraglia-Carone J.R. #2078	Fiscal Technician Unit 04	Area Agency on Aging 37.5 hrs/wk	01/27/14	20.65 PH
6. Debra A. Patterson J.R. #2220	Activities Assistant – PD Unit 03	NM Activities 12.0 hrs/wk	01/28/14	13.26 PH

PER DIEM TO PERM

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
7.	Donna M. Boucher	Nursing Assistant – PD Unit 03 To Nursing Assistant Unit 03	NM Nursing Assistants 40.0 hrs/wk To NM Nursing Assistants 40.0 hrs/wk	01/25/14	13.89 PH To 17.83 PH
8.	Alivia Bradley	Nursing Assistant – PD Unit 03 To Nursing Assistant Unit 03	NM Nursing Assistants 40.0 hrs/wk To NM Nursing Assistants 40.0 hrs/wk	01/25/14	13.89 PH To 17.83 PH

POSITION CHANGE

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
9.	Richard F. Badey J.R. #2236	Cook Unit 01 To Corrections Officer Unit 01	Main Jail 40.0 hrs/wk To Main Jail 40.0 hrs/wk	01/28/14	27.25 PH To 25.57 PH
10.	Francis H. Bechter J.R. #2272	Appraiser III Unit 46 To Sr. Appraiser II – Supervisor Unit 44	Board of Assessment 40.0 hrs/wk To Board of Assessment 40.0 hrs/wk	01/28/14	29.11 PH To 29.61 PH
11.	Robert Bozena J.R. #2260	Sr. Appraiser II – Supervisor Unit 44 To Chief Appraiser Unit 00	Board of Assessment 40.0 hrs/wk To Board of Assessment 40.0 hrs/wk	01/28/14	36.44 PH To 39.42 PH
12.	Francis M. McCarthy J.R. #2164	Electronic Technician II Unit 03 To Electronic Technician III Unit 00	Emergency Communications 40.0 hrs/wk To Emergency Communications 40.0 hrs/wk	01/28/14	27.23 PH To 29.22 PH

TRANSFER

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
13.	Brian M. Schuster J.R. #2276	Law Clerk I Unit 96 To Assistant Public Defender Unit 37	Main Courts 40.0 hrs/wk To Public Defender 40.0 hrs/wk	01/27/14	46,029.82 PA To 48,536.00 PA

SEPARATIONS

	NAME	TITLE	DEPARTMENT	DATE*	REMARKS
14.	Dawn M. Braun	Nursing Assistant – PD	NM Nursing Pool	01/03/14	Separation
15.	Lisa Gerhart	County Caseworker II	Children & Youth	01/06/14	Separation
16.	Tausif A. Khan	Registrar – PD	Board of Voter Registration	01/10/14	Separation
17.	David E. McCash	Cnty Info Tech Generalist II	MH DP Admin	03/06/14	Separation
18.	Krista L. Pritz	Food Service Attendant – PD	NM Dietary Services	01/25/14	Separation
19.	Kimberly D. Roldan-Santiago	Corrections Officer	Main Jail	01/04/14	Separation
20.	Hilbert A. Senador	Nursing Assistant	NM Nursing Assistants	01/07/14	Separation

+eligible for 50 cents/hour bonus if completes season *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

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

Housing Development Corporation

Nicholas Pullen, Esq. New Appointment term expires 2/1/17

Industrial Development Authority

Michael J. Mabin Reappointment term expires 2/1/19

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

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

Operation Helping Hand – United Way food drive. Non-perishable food donations are being collected on March 12th for distribution to local food pantries and agencies.

State Budget – They are continuing to monitor the state budget. Revenue collections through the end of December are ahead by \$2.6 million.

County Commissioners Association of Pennsylvania (CCAP) – Last week released their 2014 priorities with the following items being noted:

- 911 Services, system reform
- Human Services funding issues
- Prevailing wage reform
- Transportation funding
- Inmates with mental illnesses and substance abuse issues

Lynn T. Bush, Chief Clerk, reported on the following:

Neshaminy Creek Greenway Trail Presentation – A meeting to determine the feasibility of establishing a trail along the Upper Neshaminy Creek will be held at the Doylestown library tomorrow.

Route 263 Construction Project – Groundbreaking was held on Friday and attended by Lt. Governor Cawley, Transportation Secretary Barry Schoch, and other elected officials. This project will start in February and extend from Bristol Road in Warwick to Sugar Bottom Road at the edge of Buckingham Township. Traffic will be maintained on the road throughout the project, with some weekend detours.

COMMISSIONER COMMENTS

Commissioner Martin commended General Services Director Gerald Anderson on his department’s handling of the recent snow removal, saying they’ve done a fine job, and asked that he pass it along to his employees.

Chairman Loughery requested that Mr. Hessenthaler expedite a resolution item for the meeting next week concerning additional funding for the Bucks County Housing Development Corporation.

Chairman Loughery gave a PowerPoint presentation on plans for the renovation of the current courthouse administration building. He detailed the four to five year plan, broken into three phases, to relocate many departments and consolidate satellite government offices into the courthouse space that will become available once the Justice Center opens. He thanked Kevin Spencer, Project Manager, who has been working with the architectural team and other vendors.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next public meeting of the Bucks County Board of Commissioners will be held on Wednesday, February 5, 2014, at 10:00 a.m. in the Bucks County Courthouse Community Room.

ADJOURNMENT

Chairman Loughery adjourned the meeting at 10:58 a.m.

Approved: February 19, 2014

BUCKS COUNTY COMMISSIONERS

BY:

Robert G. Loughery
Chairman

Charles H. Martin
Commissioner

Diane M. Ellis-Marseglia
Commissioner

Lynn T. Bush, *Chief Clerk*