

**Fayette County Commissioners Agenda Meeting
Tuesday, February 14, 2023 – 10 a.m.**

- 1. Prayer**
- 2. Pledge of Allegiance**
- 3. Proclamations:**

Teen Dating Violence Awareness and Prevention Month- February 2023

Developmental Disabilities Awareness Month- March 2023

4. Public Comment on Agenda Items:

5. Adult Probation Office:

Consider placing on the agenda Amendment No. 1 to the Electronic Monitoring Service Agreement – Commonwealth of Pennsylvania – COSTARS Agreement No. 111220MV1 (“Agreement”) Between BI Incorporated (“BI”) and Fayette County Probation Department (“Agency”). The term of the Agreement is now extended to December 6, 2023.

6. Assessment Office:

Consider placing on the agenda approval of the following Veteran for real estate tax exemption as they have been approved by the Pennsylvania Department of Military Affairs having been qualified as a 100% disabled veteran.

James J Vollberg	35-11-0028-01	New	Eff Nov 18, 2022
115 Rogers Mill Rd	Springfield Township	Normalville PA	15469

7. Behavioral Health Administration:

Consider placing on the agenda approval of the following agreements and modifications .

	<u>Contract Value</u>	<u>Period</u>
<u>Professional Services Agreement 2022-2023</u>		
Authentic Perspectives Psychological & Consulting Services, LLC	\$1,000	07/01/22-06/30/23
<u>Modification Agreement #1 2022-2023</u>		
City Mission-Living Stones, Inc.	\$107,856	07/01/22-06/30/23
Specialized Therapy and Related Services (STARS)	\$200,000	07/01/22-06/30/23

8. Building and Grounds:

Consider placing on the agenda awarding fuel contract for February 2023- February 2024 to TBD.

9. Children and Youth Services:

Consider placing on the agenda ratification of a **FY2022-23** Purchase of Service Agreement between the County of Fayette, through Fayette County Children and Youth Services and Fayette County Juvenile Probation and **UPMC-Western Behavioral Health at Mon Yough**, 500 Walnut Street, Third Floor, McKeesport, PA 15132 for foster care placement on an as needed basis. The rates are as follows:

Initial Clothing - \$250.00	
Foster Family Program	Per Day
Class SC	\$ 168.82
Class TA	\$ 61.08
Class TB	\$ 66.05
Class HA	\$ 118.17
Class HB	\$ 123.17

Consider placing on the agenda approval of a **FY2022-23** Purchase of Service Agreement between the County of Fayette, through Fayette County Children and Youth Services and Fayette County Juvenile Probation and **White Deer Run, LLC dba Cove Prep**, Open Building #13, P. O. Box G, Torrance, PA 15779 for secure juvenile placement on an as needed basis. The rates are as follows:

Initial Clothing - \$250.00	
Secure Care Adolescent Male Sex Offender Program Cove Prep	\$ 350.00
Two-week Diagnostic Evaluation Program Cove Prep	\$ 375.00

Consider placing on the agenda approval of a **FY2022-23** Purchase of Service Agreement between the County of Fayette, through Fayette County Child and Youth Services and **Authentic Perspectives Psychological & Consulting Services, LLC**, 121 N. Main St., Suite 200, Greensburg, PA 15601 for psychological services on an as needed basis. The rates are as follows:

Psychological Evaluation Services (Mental Health)	\$ 130.00/hr
Consultation	\$ 100.00/hr
Training/Workshops	\$ 100.00/hr
Court Testimony	\$ 175.00/hr

Consider placing on the agenda approval of a **FY2022-23** Purchase of Service Agreement between the County of Fayette, through Fayette County Children and Youth Services and Fayette County Juvenile Probation and **Three Rivers Adoption Council, DBA Trac Services for Families**, 1600 West Carson Street, Pittsburgh, PA 15219 for foster care placement on an as needed basis. The rates are as follows:

Initial Clothing - \$250.00	
Foster Care-Level AA, Cert# 436240-AA	\$ 83.72/day
Foster Care-Level BB, Cert# 436240-BB	\$ 85.74/day
Foster Care-Level CC, Cert# 436240-CC	\$ 88.83/day
Foster Care-Level DD, Cert# 436240-DD	\$ 93.72/day

Consider placing on the agenda approval of a **FY2022-23** Purchase of Service Agreement between the County of Fayette, through Fayette County Children & Youth Services and Fayette County Juvenile Probation and **Tri Conn ASI, a division of Fayette EMS**, P. O. Box 862, Connellsville, PA 15425. Tri Conn ASI will provide coordination of Plans of Safe Care for Substance Exposed Infants, along with additional services such as: attending meetings, provision of related reports/plans, consultations, assessments, court testimony, documentation, collateral activity and training for the County, as needed. The rate for the services is \$75.00 per hour.

10. Emergency Management Agency/911:

Consider placing on the agenda approval for (2) EMA/9-1-1 staff members to attend the State 9-1-1 Advisory meeting March 2, 2023 at PEMA Headquarters in Harrisburg. Cost \$ 250.00.

Consider placing on the agenda approval for (2) EMA/9-1-1 staff members to attend the MTG 310 – Threat & Hazard Identification Risk Assessment/Stakeholder Preparedness Review Class April 5-6, 2023 at PEMA Headquarters in Harrisburg. Cost \$ 480.00.

Consider placing on the agenda approval for EMA Director and County VOAD Chairman to attend the State VOAD meeting April 11, 2023 at PEMA Headquarters in Harrisburg. Cost \$ 250.00.

Consider placing on the agenda approval of the revised County Local Emergency Planning Committee as required by State Act 165 and Federal SARA Title III as presented by EMA Director.

Consider placing on the agenda approval of Change Order # 1 to the ICORRS Master Site Maintenance and SUA II extension which runs 2025 thru 2033. There will be a increase in 2025 of \$ 5,219.01 or less and we will see a on large reduction in 2026 because of other Counties coming onto the system.

11. Human Resources:

Assessment

Consider placing on the agenda approval of the retirement of Stephanie Conway, Department Clerk III, effective January 17, 2023.

Consider placing on the agenda ratification of the transfer of Janice Lake to Department Clerk III, SEIU, PG 7, Step C, \$16.28/hour (\$31,746.00 annually) effective February 6, 2023.

Consider placing on the agenda ratification of the hiring of Adam Thompson, Assessor, SEIU, PG 12, SR, \$16.46/hour (\$32,097.00 annually) effective February 6, 2023.

Building & Grounds

Consider placing on the agenda approval of the resignation of William Cahill, Custodial Worker I, effective February 6, 2023.

CYS

Consider placing on the agenda ratification of the placement of the internship of Karynn Davis, unpaid, 450 hours effective January 3, 2023.

Consider placing on the agenda ratification of the placement of the internship of Batty Savage, unpaid, 450 hours effective January 17, 2023.

Consider placing on the agenda approval of the resignation of Tiffany Victor, Caseworker II, effective February 10, 2023.

Election Bureau

Consider placing on the agenda ratification of the promotion of Tamara Kaufman to Department Clerk III, SEIU, PG 7, Step A, \$15.44/hour (\$30,108.00 annually) effective January 30, 2023.

Consider placing on the agenda ratification of the hiring of Jessica Zele, Deputy Director of Elections, Non-Union, Supervisor, PG 10, SR, \$19.48/hour (\$37,986.00 annually) effective February 6, 2023.

Consider placing on the agenda ratification of the hiring of Nicole Glaze, Department Clerk III, SEIU, PG 7, SR, \$13.90/hour (\$27,105.00 annually) effective February 6, 2023.

EMA

Consider placing on the agenda approval of the resignation of Brittany Sealy, Dispatcher II, effective February 13, 2023.

FACT

Consider placing on the agenda ratification of the hiring of Robert Henry, Full Time Bus Driver (Non-CDL), SEIU, PG 12, SR, \$16.46/hour (\$32,097.00 annually) effective February 13, 2023.

Consider placing on the agenda approval of the separation of employment of Thomas Goodwin, Full Time Fact Driver, effective February 4, 2023.

FCBHA

Consider placing on the agenda approval of the resignation of Quintana Teets, Clerk Typist 2, effective January 14, 2023.

Consider placing on the agenda approval of the resignation of Malory Costabile, County Caseworker II, effective February 1, 2023.

Public Defender

Consider placing on the agenda ratification of the hiring of Kaitlyn Rodeheaver, Department Clerk I, SEIU, PG 3, SR, \$12.22/hour (\$23,829.00 annually) effective January 23, 2023.

12. Planning, Zoning and Community Development:

Consider placing on the agenda the following rezoning requests:

RZ 22-12 Fay-Penn Economic Development Council, Springhill Township, requesting a change of zone from A-1 Agricultural-Rural to M-1 Light Industrial. (parcels 36-08-0129; 36-18-0043; 36-18-0049).

RZ 22-13 Oneil Marballie, Perry Township, requesting a change of zone from R-1 Moderate Density Residential to B-1 General Business. (parcel 27-15-0008).

13. Solid Waste & Recycling:

Consider placing on the agenda ratification to advertise for bids to purchase additional recycling bins. The bins will be purchased using funds that were awarded in a DEP 902 grant.

Consider placing on the agenda approval of Memorandum of Understanding between the County of Fayette on behalf of the Fayette County Recycling Convenience Center and Tim Grindle of 69 Romeo Lane, Uniontown, PA for permission to place directional signage at the corner of N. View Lane and Romeo Lane. Said signage will direct motorist to the Fayette County Recycling Convenience Center. There is no cost to the County.

14. Tax Claim:

Consider placing on the agenda approval of the following Repository bids opened on February 7, 2023, subject to all conditions being met. Total bid amount is \$8,600.00.

Accepted

Bidder Name	Parcel Number	Twp/City/Boro	Amount
William Aldom	04-03-0023	Bullskin Twp	\$1,550.00
Frank Hammond	23-03-0012	Newell Boro	\$7,000.00
Georges Twp	14-20-0007	Georges Twp	\$50.00
			Total \$8,600.00

Rejected

Shelley Skidmore	15-35-0018	German Twp	\$3,710	Owner Paid Taxes
Awes	17-10-0127-rc	Jefferson Twp		not in separate envelopes

15. Commissioners:

Consider placing on the agenda approval of the January 17, 2023 agenda meeting minutes.

Consider placing on the agenda approval of the January 19, 2023 commissioners meeting minutes.

Consider placing on the agenda approval to pay for postage for return mail-in ballots for the primary and general elections.

Consider placing on the agenda approval of Fayette County representatives to the Southwestern Pennsylvania Commission Public Participation Panel, each with a term to expire February 17, 2025.

Rudy Dutko	Muriel Nuttall
Vernon Ohler	Mike Edwards
Mark Rafail	Andrew French
Derrick (Matt) Schiffbauer	Allen George
Tammy Stenson	Bill Gerke
Bill Talkington	James Gray
Rachel Duda	Eugene Hajek
Bill Kovach	Sara Harvey
Angela Saunders	Warren Hughes
Arthur Cappella	Harry Joseph
Scott Dunn	Dana Kendrick
Debra Evans-Rhodes	Bryan Kisiel
Dave Lohr	Robert Lesnick
Tammy Nedrow	Jim Marmol
Mary Over	Jerome Menarcheck
Vince Vicites	

Consider placing on the agenda ratification of the contract with Susquehanna Accounting Consulting Inc., as attached.

Public Announcements:

Public Comments

Adjournment



Susquehanna Accounting & Consulting Solutions, Inc.

January 31, 2023

Board of Commissioners
Fayette County
61 East Main Street
Uniontown, PA 15401

Dear Commissioners:

This letter is to serve as our proposal and agreement, and to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide to Fayette County (County).

Susquehanna Accounting & Consulting Solutions, Inc. ("SACS") will perform consulting services for the County as follows:

SACS will provide the accounting services to the County under the direct supervision, review and approval of County management. **Samuel J Lynch, Jr will be the County's Chief Financial** Consultant, oversee all services provided and incorporate other SACS consultants and County employees as necessary. Specifically, SACS will be responsible for the following Tasks:

Task 1

- Provide technical accounting assistance and advice to the County in the operations of the accounting functions of the County which will assist the County in maintaining current accounting records in **order to prepare proper financial reports.** In addition, in 2023, SACS will assist the external audit firm in order to support the audit with supporting schedules so the **2022 Financial Audit** can be completed. The Chief Financial Consultant will take the lead on behalf of the County whereas employees and other Consultants that are involved will get their guidance from the Chief Financial Consultant in order to facilitate the 2022 Financial Statement completion. The services will include the additional work that involves preparing the financial statements which will include the following funds: General Fund with supporting schedules, Mental Health and Mental Retardation Fund, Human Service Fund, Children and Youth and Transportation Fund. SACS personnel will perform non-attest accounting services at your direction and under your supervision and approval of their work.



Susquehanna Accounting & Consulting Solutions, Inc.

Task 2

- Provide technical accounting assistance and advice to the County on the 2024 Budget.

Task 3

- Provide technical accounting assistance and advice to the County on the new County Prison.

Task 4

- Provide technical accounting assistance and advice to the County in the operations of the accounting functions of the County which will assist the County in maintaining current accounting records in **order to prepare proper financial reports.** In addition, in 2024, SACS will assist the external audit firm in order to support the audit with supporting schedules so the 2023 Financial Audit can be completed. The Chief Financial Consultant will take the lead on behalf of the County whereas employees that are involved will get their guidance from the Chief Financial Consultant in order to facilitate the 2023 Financial Statement completion. The services will include the additional work that involves preparing the financial statements which will include the following funds: General Fund with supporting schedules, Mental Health and Mental Retardation Fund, Human Service Fund, Children and Youth and Transportation Fund. SACS personnel will perform non-attest accounting services at your direction and under your supervision and approval of their work.

Task 5

- Provide technical accounting assistance and advice to the County on the 2025 Budget.



Susquehanna Accounting & Consulting Solutions, Inc.

Task 6

- **Option year 2025** – The County may elect to exercise the option for 2025 by giving SACS notice by December 31, 2024.
 - Provide technical accounting assistance and advice to the County in the operations of the accounting functions of the County which will assist the County in maintaining current accounting records in **order to prepare proper financial reports.** In addition, in 2024, SACS will assist the external audit firm in order to support the audit with supporting schedules so the 2024 Financial Audit can be completed. The Chief Financial Consultant will take the lead on behalf of the County whereas employees that are involved will get their guidance from the Chief Financial Consultant in order to facilitate the 2024 Financial Statement completion. The services will include the additional work that involves preparing the financial statements which will include the following funds: General Fund with supporting schedules, Mental Health and Mental Retardation Fund, Human Service Fund, Children and Youth and Transportation Fund. SACS personnel will perform non-attest accounting services at your direction and under your supervision and approval of their work.

Task 7

- **Option year 2025** – The County may elect to exercise the option for 2025 by giving SACS notice by December 31, 2024.
 - Provide technical accounting assistance and advice to the County on the 2026 Budget.

Our fees with respect to this engagement will be at the following discounted hourly rates plus actual out-of-pocket expenses for 2023:

Shareholder	\$260
Director	\$210
Senior Management Consultant	\$195
Senior Consultant	\$165



Susquehanna Accounting & Consulting Solutions, Inc.

SACS will bill monthly for these services at the above discounted hourly rates plus actual out-of-pocket expenses. We will include a 3% inflationary adjustment to the rates for 2024 and 2025 so that we may continue to provide salary adjustments to our staff. All invoices are due and payable upon presentation. For invoices due over 30 days, a finance charge is assessed on unpaid balances at the rate of one (1%) per month (twelve percent (12%) per annum). We reserve the right to halt work if balances remain unpaid after thirty (30) or more days from the invoice date, and not to resume work until all overdue amounts are paid in full. Any balances remaining unpaid after sixty (60) or more days may, at our option, be formalized by the execution of a promissory note. You agree that you shall be liable for all reasonable costs we incur in collection, but not limited to, reasonable attorney fees.

If additional services are requested or required, SACS will first discuss those services with you and will provide a written addendum to the scope of services contained above.

It is understood and agreed that either party to their agreement may terminate this agreement with fifteen (15) days advance written notice to the other party.

It is understood that should the County disengage Susquehanna Accounting & Consulting Solutions, Inc. prior to the completion of this engagement, SACS will be paid for all time incurred at the hourly rates quoted above.

It is understood that SACS has spent time developing its people and intellectual assets, including but not limited to computer software programs and business practices and procedures. Accordingly, you agree that any means of presentation of financial data which represent our internal or external work product or any other of our intellectual assets shall, at all times, remain the property of SACS and shall not be disseminated or shared with any entity not a party thereto without our prior written consent. Additionally, you and your affiliates or related entities agree not to employ any current or former employees or subcontractors of SACS, during the term of this engagement or for a period of three (3) years thereafter without our prior written consent.

In the event any dispute arises relating in any way to this engagement, the parties agree to first attempt to resolve such dispute through the non-binding mediation process in the manner set forth herein, with costs to be divided equally between the parties. To effect mediation, the party desiring mediation shall give the other party 10 days' advance written notice of its desire to mediate. The other party shall respond within said 10-day period that it accepts or rejects the mediation process. Each party agrees that service of process in any such proceeding may be duly affected upon it by mailing a copy thereof, to the address given above.



Susquehanna Accounting & Consulting Solutions, Inc.

You agree that our liability hereunder for damages will be limited to gross negligence, fraud, or willful misconduct and shall not exceed the total amount paid for the services described herein. These shall be your exclusive remedies. You further agree that we will not be liable for any lost profits, or for any claim or demand against you by any other party. In no event will we be liable for incidental or consequential damages even if we have been advised of the possibility of damages. No action, regardless of form, arising out of the services under this agreement may be brought by either party more than two years after the date of the last services provided under this agreement.

This letter comprises the complete and exclusive statements of the agreement between the parties, supersedes all proposals oral or written and all other communications between the parties related to these services. If any provisions of this letter are determined to be unenforceable, all other provisions shall remain in force and effect.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the acknowledgment on the next page and return this letter to us.

Very truly yours, _____

A handwritten signature in blue ink, appearing to read 'C. Troutman', is written over a horizontal line.

Corey A. Troutman
Managing Shareholder
Susquehanna Accounting & Consulting Solutions, Inc.



Susquehanna Accounting & Consulting Solutions, Inc.

Approved for Fayette County:

A handwritten signature in black ink, appearing to read "Paul L. E.", written over a horizontal line.

Signature

Chairman

Title

2/9/23

Date

A handwritten signature in black ink, appearing to read "Vannetta A. Yount", written over a horizontal line.

Signature

1st vice chairman

Title

2/8/23

Date

Signature

Title

Date

A handwritten signature in black ink, appearing to read "[unclear] Attest", written over a horizontal line.
2/10/23