

**MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS**

**February 2, 2023**

<b>Attendance</b>	<b>Present</b>	<b>Absent</b>	<b>By Phone</b>
Timothy M. McGonigle	✓	☐	☐
Scott Boyd	✓	☐	☐
Matthew B. McConnell	✓	☐	☐

**Pledge of Allegiance:** Was held.

**Others Present:** Nicki Biles, Amy Freeman, Jennifer Hamilton, Jared Hoffacker, Bill Madden, Ann Morrison, Lee Ann Nucerino, Stephen Sherman, Amber White, Lillian Quick, Jim McLusky, Dr. Erin Houston, Joanie Micsky, Ann Coleman, Caleb Stright

**General Discussion Items:** See Below.

Chief Clerk provided an update on the ERAP 2 program. Listed below are number of applications and payments by category. It is anticipated that grant funding may be exhausted by late April or early May. Beginning February 15<sup>th</sup>, the ERAP Office will accept 50 applications on a first come first serve basis. The staff will be working full-time but will not accept additional applications until the 50 received are processed. The office will be open to the public one or two days per week based on the volume received.

	<b>Total Apps</b>	<b>Denied</b>	<b>Rent Arrears</b>	<b>Rent Current</b>	<b>Utility</b>	<b>Housing Stability</b>	<b>Total</b>
<b>Aug</b>	54	62	\$86,568.12	\$52,812.72	\$18,514.93	\$500.00	\$158,395.77
<b>Sept</b>	98	2	\$126,119.17	\$125,781.72	\$47,804.99	\$15,138.00	\$314,843.88
<b>Oct</b>	208	22	\$332,232.74	\$249,311.33	\$98,597.92	\$13,864.67	\$694,006.66
<b>Nov</b>	181	22	\$331,887.35	\$237,767.00	\$89,948.54	\$24,794.50	\$684,397.39
<b>Dec</b>	92	15	\$151,988.46	\$128,845.00	\$30,479.79	\$16,511.65	\$327,824.90
<b>Jan</b>	246	27	\$313,810.40	\$515,291.05	\$27,849.30	\$135,039.52	\$991,990.27
	<b>879</b>	<b>150</b>	<b>\$1,342,606.24</b>	<b>\$1,309,808.82</b>	<b>\$313,195.47</b>	<b>\$205,848.34</b>	<b>\$3,171,458.87</b>

**Public Comment on Agenda Items:** The Courts requested that # 2023-063 be tabled. They had additional discussion with the vendor and are not prepared to finalize the purchase at this time.

**# 2023-058 RESOLUTION** to approve **1/26/2023** Commissioners' Meeting MINUTES.

DISCUSSION: The general discussion section of the minutes was amended to list the tunnel replacement cost as \$10MM to \$15MM.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**ADMINISTRATIVE APPROVALS**

# **2023-059** RESOLUTION to approve ADMINISTRATIVE ACTIONS executed by the Chair on behalf of the Board of Commissioners for the period of 01/01/2023–01/31/2023.

- Roth Mechanical Inc., Replace Mini Split A/C Unit for Courthouse IT Room.
- SBM Electronics – Adaptable electronics for courts
- BEARCOM Service Agreement for EMA
- PIC Electric Inc. – installation of conduit, wire, network cable at MC Jail
- DCED Sidewalk Improvements (OBO Borough of Sharpsville)
- Certification of County Funds for 2023 Program Year Ag Preservation
- ESG 2022 forms - #C000084243
- 2021 ESG Invoice #4 for Shelter Care - #C000081717
- Mercer County Keystone Access Grant/Mercer County CDBG 19/MC CDBG CV/Lead 21/HHI/Regional HOME
- PIC Electric Inc – replace pole damaged in car accident
- Lease Agreement between Staley Wireless LP and Mercer County (EMA)

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**HUMAN RESOURCES**

# **2023-060** RESOLUTION to approve the following HUMAN RESOURCES actions.

<b>NAME/POSITION</b>	<b>EFFECTIVE</b>	<b>LEVEL/STEP/GRADE</b>
<b><u>NEW HIRES</u></b>		
<b>JAIL:</b>		
Anthony Boyles Part-Time Corrections Officer	1/30/2023	JCO 00-00 (\$16.49/hr.)

**NAME/POSITION**

**EFFECTIVE**

**LEVEL/STEP/GRADE**

**TRANSFERS**

**CHILDREN & YOUTH:**

Danielle Magargee  
Caseworker II

2/8/2023

YCW 00-02 (\$20.37/hr.)  
Transfer from Caseworker I

**JAIL:**

Robert Forkey  
Corrections Officer

2/5/2023

JCO 00-01 (\$18.32/hr.)  
Transfer from Part-Time Corrections  
Officer

**SEPARATION FROM EMPLOYMENT**

**JAIL:**

Rusty Gibson  
Part-Time Corrections Officer

1/18/2023

**CONTROLLER:**

Shelley Yake  
Auditor

1/23/2023

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**HUMAN RESOURCES**

# **2023-061** RESOLUTION to approve the following HUMAN RESOURCES actions.

**NAME/POSITION**

**EFFECTIVE**

**LEVEL/STEP/GRADE**

**NEW HIRES**

**DISTRICT JUSTICE ODEM:**

Whitney Hall  
Senior Procedure Clerk

2/8/2023

TCN06-00-01 (\$17.62/hr.)

Brieauna Morrison  
Senior Procedure Clerk

2/8/2023

TCN06-00-01 (\$17.62/hr.)

**JUDGE WALLACE:**

Debbie Urban  
Tip Staff

2/6/2023

TIPCC-20-00 (\$78.70/day)

02/02/2023

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

### **COMMISSIONERS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-062</b>	Slippery Rock Roofing 3941 Old Butler Road New Castle, PA 16101	\$229,930.00	Effective 09/22/2022

Amend 2022-454 to remove add-on of “alternative #1” Cold-Applied 2-Ply mineral Modified Bituminous Reroof at a cost of \$57,690.00. Revised price includes base bid of \$211,640.00 and EPDM membrane over vertical masonry transitions at a cost of \$18,290.00. Vendor is low apparent responsible bidder. Cost to be paid by Penn State Extension. No cost to the County.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

### **COURTS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-063</b>	Stenograph 2626 Warrenville Road Downers Grove, IL 60515	\$29,975.00	Effective 02/02/2023

Approve purchase of five (5) Luminex II court reporter machines at a cost of \$5,995.00 each. Current machines are end of life and vendor is sole-source provider. Vendor will issue refund of \$800.00 for each returned machine following payment of invoice. Final net cost is \$25,975.00 to be paid 50% from DUI School Fund 203 and 50% from the County.

RESOLUTION tabled:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>				
Scott Boyd	<input type="checkbox"/>				
Matthew B. McConnell	<input type="checkbox"/>				

**MH/ID**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-064</b>	Pennsylvania Department of Human Services Bureau of Financial Operations 1 <sup>st</sup> Floor Forum Place Harrisburg, PA 17105	\$129,187.00 (incoming)	Effective 02/02/2023

Amend 2022-317 FY 2022-2023 Human Services Development Fund (HSDF) allocation, as listed. Transfer \$2,000.00 (unused funds) from Mental Health Association of Mercer County to Mercer County Jail. Revised allocations are:

- Mental Health Association of Mercer County - \$2,000.00
- United Way of Mercer County – \$2,040.00
- Mercer County Jail – \$12,147.00

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**MIS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-065</b>	Tangent Computer PO Box 1902 Fremont, CA 94538	\$5,700.00	Effective 02/02/2023

Approve purchase of email archiving device and five (5) years maintenance. Cost to be allocated among departments as listed:

(3) MH/DS	\$48.87
(68) CYS	\$1,107.72
(279) MIS	\$4,543.41

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**PUBLIC SAFETY**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-066	IdentiSys Inc. 7630 Commerce Way Eden Prairie, MN 55344	\$193.00	01/25/2023–01/24/2024

Approve renewal of technical phone support and updates for IDCore Software.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**TREASURER**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-067	As listed	N/A	Effective 01/26/2023

Amend 2019-236 to approve the following depositories for Mercer County Funds until revised or amended:

- Farmers National Bank of Canfield
- First National Bank of Pennsylvania
- Mercer County State Bank
- Morgan Stanley Smith Barney LLC
- PNC Bank
- US Bank

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**DISPOSITION OF ASSETS**

RESOLUTION    VENDOR/CONTRACT    AMOUNT    DATE RANGE  
# 2023-068    N/A    \$4.00    Effective 01/30/2023

Accept bids for items as listed which are being sold in “as-is,” where is” condition with no implied warranties or guaranties. County reserves the right to accept or reject any and all bids.

Bates consecutive number stamp  
Reiner consecutive number stamp

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓

**DISPOSITION OF ASSETS**

RESOLUTION    VENDOR/CONTRACT    AMOUNT    DATE RANGE  
# 2023-069    N/A    0.00    Effective 02/02/2023

Approve for disposal items listed below. No bids received.  
Legal size hanging files

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**DISPOSITION OF ASSETS**

RESOLUTION    VENDOR/CONTRACT    AMOUNT    DATE RANGE  
# 2023-070    N/A    < \$1,000.00    Effective 02/02/2023

Approve notice of sale. Bids for item are due no later than 02/13/2023 at the office of the Chief Clerk. Items are being sold in “as-is,” where is” condition with no implied warranties or guaranties. County reserves the right to accept or reject any and all bids.

5 boxes, Clips, Butterfly, # 2, Ideal, BX of 50  
Rubberbands, 1 LB, #84

Rubberbands, 1/4 LB, #107  
 2 Tapes, 3M, Post It, Cover Up  
 2 Tapes, Adding Machine, 3" X 128', 10 Pack  
 2 Toners, Lexmark T654X11A  
 1 black business source stapler  
 1 grey Swingline 747 stapler  
 6 "in and out" document trays  
 Various plastic tabs for hanging folders

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

**Old Business:** None.

**New Business:** None.

**Public Comment:** None.

**Questions of the Media:** None.

**Motion to adjourn.**

**Moved:** Mr. McGonigle

**Seconded:** Mr. Boyd

**Attest:**

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Chief Clerk

\_\_\_\_\_  
 Mercer County Board of Commissioners