

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

December 12, 2024

Members Present: Commissioner McGonigle, Commissioner Finley, Commissioner Coleman

Prayer: Pastor Brian Keller, Mercer United Methodist Church, Mercer

Pledge of Allegiance: Was held

Others Present: Nicki Biles, Tim Callahan, Amy Freeman, Brian Gruber, Frank Jannetti, Autumn Johnson, John Logan, Christian McElhaney, Tammy McLaughlin, Dave Moyer, Stephen Sherman, Amber White, Jim McCluskey, Aliyah Hunt, Joanie Micsky, Melissa Klaric, Caleb Stright, Bill McConnell, Roni Shilling

General Discussion Items: The Board of Commissioners would like to recognize Dan Gracenin and Brian Barnhizer on their dedication to the County. Mr. Gracenin and Mr. Barnhizer will be retiring at the end of this month.

Opening of bids for carpet and flooring at Public Safety Building. Two bids were received:

- Carmella Tile Marble and Design, Pittsburgh, PA \$109,100.00
- Marett Carpet One, Volant, PA \$111,509.06

Public Comment on Agenda Items: None

2024-541 RESOLUTION to approve 12/05/2024 Commissioners' Meeting MINUTES:

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

ADMINISTRATIVE APPROVALS

2024-542 RESOLUTION to approve ADMINISTRATIVE ACTIONS executed by the Chair on behalf of the Board of Commissioners for the period of 11/01/2024 – 11/30/2024.

- Single Application for Assistance – Mosquito borne disease control grant
- Cyber Hygiene-Department of Homeland Security
- Water obstructions and encroachment general permit registration
- PACCD Public Defender Social Services Advocate
- Mercer County Jail – Commander and Data Logging System Upgrades
- Letter to PA Housing Finance Agency RE: Veterans Housing Development Center Project
- Letter to MC Housing Authority RE: Veterans Housing Development Center Project
- Purchase agreement for White's Clock & Carillon Northeast, Inc. repair Courthouse clock
- CDBG Flagged Activities Reporting Schedule

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

12/12/2024

1

HUMAN RESOURCES

2024-543 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION

EFFECTIVE

LEVEL/STEP/GRADE

NEW HIRES

JAIL

Dawn Murray
Corrections Officer

12/09/2024 JCO 00-01 (\$18.78/hr.)

Seth Schwanbeck
Corrections Officer

12/09/2024 JCO 00-01 (\$18.78/hr.)

Brian Thomas
Corrections Officer

12/09/2024 JCO 00-01 (\$18.78/hr.)

SEPARATION FROM EMPLOYMENT

JAIL

Josue Rolon
Corrections Officer

12/06/2024

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION VENDOR/CONTRACT

AMOUNT

DATE RANGE

2024-544 N/A

N/A

Effective 12/12/2024

Resolution to adopt fixing the real estate tax rate for the year 2025, appropriating specific sums estimated to be required for the specific purpose of the County Government during the fiscal year. The real estate tax rate for general County purposes is fixed at Twenty-Five (25.00) mills on each dollar of assessed valuation, or the sum of \$2.50 on each one hundred dollars of assessed valuation of real property subject to taxation by the County, to be deposited in the General Fund of Mercer County, and at Two and Twenty-five-Hundredths (2.25) mills on each dollar of assessed valuation, or the sum of \$0.225 on each one hundred dollars of assessed valuation, to be deposited into the Capital Bond Sinking Fund of Mercer County.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-545	N/A	N/A	Effective 12/12/2024

Resolution to authorize the transfer of any unencumbered balance, or any portion thereof within the 2024 County Budget(s), to accounts that are overdrawn, pursuant to Section 1784 of the County Code.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-546	N/A	N/A	Effective 12/12/2024

Resolution to adopt the 2025 Mercer County Budget.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-547	N/A	N/A	Effective 12/12/2024

Resolution to certify that the County is in compliance with Act 106 of 2011 as to “Bonding Requirements for Elected Officials and identified employees” for 2025—2026 as evidenced by insurance provided through the Pennsylvania Counties Risk Pool (PCoRP).

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-548	Neshannock Creek Watershed Joint Municipal Authority 369 McClelland Road Mercer, PA 16137	\$37,500.00	Effective 12/12/2024

Resolution to authorize a payment of \$37,500.00 from the County’s Economic Development Fund to the Neshannock Creek Watershed Joint Municipal Authority for sewer infrastructure expansion.

DISCUSSION: Commissioner Finley advised he has been attending the Authority’s Meetings, and they are interested in expanding south of I-80 for future developments.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-549	Community Events, LLC 7 W. State Street, Suite 301 Sharon, PA 16146	\$5,000.00	Effective 12/12/2024

Resolution to authorize a payment of \$5,000.00 from the County's Economic Development Fund to America 250PA-Mercer County to support activities related to the 250th anniversary of the founding of the United States of America.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-550	ADP, Inc. One ADP Boulevard Roseland, NJ 07068	\$199,387.00	Effective 12/12/2024

Resolution to approve a three (3) year contract with ADP, Inc. to provide the County with payroll services and Human Resources support at a discounted rate of \$156,887.00 per year with a one-time implementation fee of \$42,500.00 to start services.

DISCUSSION: Commissioner Finley advised this agreement will advance the County with the services provided by ADP, Inc. with individual access to personnel forms and pay information. Commissioner McGonigle referenced HR Director Jennifer Hamilton, saying she was a terrific director, and with her separation from the County, he is asking the County employees for their patience during the transition.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-551	Staley Wireless, L.P. 2 22 nd Street, Suite 100 Wheeling, WV 26003	\$1.00	Effective 12/12/2024

Resolution to approve agreement of sale with Staley Wireless, L. P. to purchase a 9.52 acre parcel of property in Brookfield Township, Trumbull County, Ohio with a radio communications tower in furtherance of the County's public safety radio project. The purchase price for the property is \$1.00, with Mercer County being responsible for all realty transfer taxes, survey fees, attorney's fees, and other customary closing costs.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-552	Advanced Land Measurement, Inc. 7097 Warren Sharon Road Brookfield, OH 44403	\$4,400.00	Effective 12/12/2024

Resolution to engage Advanced Land Measurement, Inc. to perform professional surveying services in the quoted amount of \$4,400.00 in conjunction with the County's purchase of 9.52 acres in Brookfield Township, Trumbull County, Ohio from Staley Wireless, L.P.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-553	Andrew R. Basile, Esq. Daniluk Law Firm 1129 Niles Cortland Road SE Warren, OH 44484	See Below	Effective 12/12/2024

Resolution to engage the professional legal services of Andrew R. Basile, Esq. of the Daniluk Law Firm to provide title and closing services in conjunction with the County's purchase of 9.52 acres in Brookfield Township, Trumbull County, Ohio from Staley Wireless, L.P. in the quoted amount of \$950.00 for title fees and at an hourly rate of \$195.00 for legal services.

DISCUSSION: Solicitor McConnell advised the three resolutions are regarding property in Ohio that is needed to continue the radio project. Since the property is in Ohio, an Ohio Law Firm must be utilized. Public Safety Director Frank Jannetti also advised the property and the Masury tower site is essential for the County Radio Project.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-554	Maher Duessel 112 Hollywood Drive, Suite 204 Butler, PA 16001	\$1,750.00	Effective 12/12/2024

Amend Resolution 2024-317 to revise the fee and payment of the grant audit. This audit is for the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) Keystone Communities Program Grant, Contract #C000080532. The fee for the grant audit in the amount of \$3,500.00 will be evenly split between Mercer and Lawrence Counties. The Keystone Communities Grant will not provide \$1,500.00 towards the \$3,500.00.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-555	Quality Enhanced Management Systems 530 Mace Street, Suite 1 Greensburg, PA 15601	\$26,250.00	01/01/2025-12/31/2025

Resolution to approve the lease of fifteen (15) licenses for “Quality Administration for Emergency Services,” (QAES) database solution for operation of a 9-1-1 Center, including quality assurance and resource management modules. The invoice amount of \$26,250.00 reflects a \$1,250.00 increase from the 2024 amount. Cost to be paid from E-911 Wireless Funds. DISCUSSION: Public Safety Director Frank Jannetti advised the licenses/software are used by the dispatch positions in the E911 Center. The center has received approximately 210,000 calls this year.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

DISPOSITION OF ASSETS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-556	N/A	\$400.00	Effective 12/12/2024

Resolution to accept bid for a 2007 Chevrolet Suburban, VIN 3GNGK26K37G294228, with approximately 153,132 miles. Vehicle is being sold in “as-is” condition with no implied warranties or guaranties. County reserves the right to accept or reject any and all bids.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

DISPOSITION OF ASSETS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-557	N/A	\$400.00	Effective 12/12/2024

Resolution to accept bid for a 2007 GMC 3500 Truck, VIN 1GTJK33D97F128016, with approximately 174,396 miles. Vehicle is being sold in “as-is” condition with no implied warranties or guaranties. County reserves the right to accept or reject any and all bids. DISCUSSION: Commissioner Finley advised these two vehicles are not road worthy and have become habitat for wildlife.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

Old Business: None

New Business: None

Commissioner's Reports:

- Commissioner Coleman reminded everyone of the Christmas Concert Choirs in the Courthouse. She attended the Mercer County Food Bank meeting. There are 15 member agencies with the Food Bank and there has been 3 million pounds of food provided to citizens this year. Commissioner Coleman advised that in 2025 the Commissioner Meeting will be held on the first and third Thursdays on the month, at the same time and location.

Elected Official/Department Head Reports:

- Treasurer White advised the dog licenses that were sent out last month were incorrect. Any questions shall be directed to the Treasurer's Office.
- Controller Sherman thanked the Commissioners for passing the agreement with ADP, Inc. The agreement will be a cost savings of approximately 30% on processing and maintaining payroll and the savings will be passed on to the County taxpayers.
- Public Safety Director Frank Jannetti said that Beth Stigliano is retiring tomorrow, Friday, and she was one of the first employees of the E911 Center.
- Public Defender Autumn Johnson informed the Commissioners there is a new employee in the Public Defender's Office and thanked the Commissioners for approving and supporting the grant for this position.
- Sheriff Callahan thanked the Commissioners for contributing to Shop With A Cop and the event is taking place next Wednesday.
- Maintenance Director Brian Gruber provided updates on the statue and clock. The statue has been completed and he is waiting on parts for the pedestal that the statue is mounted on. The tower clock is expected to be repaired at the end of January 2025.

Recess to Salary Board - Meeting was postponed to December 19, 2024, due to revisions on agenda.

Public Comment: None

Questions of the Media: Caleb Stright of the Record Argus asked about the Neshannock sewer infrastructure expansion. Information was given by Commissioner Finley. The expansion would be south of Route 19 and Interstate 80 and would be available for residents and businesses.

Motion to Adjourn

Moved: Mr. McGonigle

Seconded: Mr. Finley

Attest:

Chief Clerk

Mercer County Board of Commissioners