

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

June 26, 2025

Members Present:

Prayer: Pastor Chuck Schwartz

Pledge of Allegiance:

Others Present:

General Discussion Items: Nicole Cadman, Program Services Director of AWARE to provide information on the 2025 Emergency Solutions Grant.

Public Comment on Agenda Items:

2025-250 RESOLUTION to approve 06/05/2025 Commissioners' Meeting MINUTES:

Moved:

Seconded:

Vote:

PROCLAMATION

2025-251 RESOLUTION to approve a PROCLAMATION to recognize the COURTNEY FAMILY FARM for 200 years and seven generations of farming. PA Department of Agriculture has listed this 200 acre farm as a BICENTENNIAL FARM.

Moved:

Seconded:

Vote:

EXPENDITURES

2025-252 RESOLUTION to approve DISBURSEMENTS in the following amount of \$8,930,852.14 for the period of 03/30/2025 – 05/02/2025.

\$8,827,770.33	County Operations
\$51,734.40	CDBG Projects
\$13,286.53	Opioid Projects
\$85.31	Election Integrity Grant
\$26,924.16	ARPA/SLFRF Projects
\$5,053.11	Witness Fees
\$5,998.30	Veterans Memorials & Markers

Moved:

Seconded:

Vote:

EXPENDITURES

2025-253 RESOLUTION to approve DISBURSEMENTS in the following amount of \$7,135,650.41 for the period of 05/03/2025 – 05/31/2025.

\$7,004,631.27 County Operations
\$7,336.00 CDBG Projects
\$25,299.66 Opioid Projects
\$74,973.19 Election Integrity Grant
\$18,607.00 ARPA/SLFRF Projects
\$4,803.29 Witness Fees

Moved:

Seconded:

Vote:

REFUNDS

2025-254 RESOLUTION to approve the following REFUNDS listed effective 06/26/2025.

NAME/ADDRESS	DISTRICT	R.E.	REFUND	REASON
Wal-mart Real Estate Business Trust MS 555 Bentonville, AR 72712	Hermitage B	X	\$21,209.11	Court Order Appeal
Hoover, Charles G III & Rose Trust 4 Kingmont Ct Fairfield, OH 45014	Jackson Twp	X	\$60.08	Parcels combined per Deed
Stiles, James F & Diane L 166 Irishtown Rd Grove City, PA 16127	Pine Twp	X	\$28.04	Swimming Pool Demo
Christ Lutheran Church Parsonage 1490 Highland Rd Sharon, PA 16146	Sharon II	X	\$521.74	Correction-Building moved to Correct Parcel

Moved:

Seconded:

Vote:

HUMAN RESOURCES

2025-255 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>NEW HIRES</u>		
CLERK OF COURTS		
Kathryn Tracey Senior Procedure Clerk	06/16/2025 *Amend start date of 06/09/25 from June 5, 2025 agenda	TCN 08-00-01 (\$20.02/hr.)
E911		
Aiden Carter Telecommunicator	06/30/2025	TCE 00-02-(\$19.59/hr.)
JAIL		
Oriana Green Corrections Officer	06/30/2025	JCO 00-01 (\$19.25/hr.)
Charles Haun Corrections Officer	06/09/2025	JCO 00-01 (\$19.25/hr.)
MIS		
Jacob Bennefield MIS Intern	06/23/2025	ENVI 1-10-00 (\$13.00/hr.)
PUBLIC DEFENDER		
Margaret Morton Intern	05/27/2025	ENVI 1-10-00 (\$13.00/hr.)
TAX ASSESSMENT		
Garrett Marshall GIS Intern	05/19/2025	ENVI 1-10-00 (\$13.00/hr.)
<u>TRANSFERS</u>		
CLERK OF COURTS		
Stephanie Balsamo Senior Procedure Clerk	06/15/2025	TCN 08-02-01 (\$21.20/hr.) Position Reclassification
Tiffany Crist Senior Procedure Clerk	06/15/2025	TCN 08-02-01 (\$21.20/hr.) Position Reclassification
Kortney Covert Senior Procedure Clerk	06/15/2025	TCN 08-01-01 (\$20.56/hr.) Position Reclassification
Melanie Perrine Senior Procedure Clerk	06/15/2025	TCN 08-01-01 (\$20.56/hr.) Position Reclassification
Sherry Thellman Senior Procedure Clerk 06/26/2025	06/15/2025	TCN 08-00-01 (\$20.02/hr.) Position Reclassification

COMMISSIONERS

Krystle MacLean 06/15/2025 PA 04-07-01 (\$24.82/hr.)
Administrative Assistant Position Reclassification

Joanie Micsky 06/15/2025 PA 04-08-01 (\$26.06/hr.)
Administrative Assistant Position Reclassification

CYS

Lanise Manning 06/15/2025 YCW 00-01 (\$20.65/hr.)
Caseworker I Truancy Transfer from Caseworker I

PROTHONOTARY

Morgan Antonio 06/15/2025 TCN 08-02-01 (\$21.20/hr.)
Chief Clerk Position Reclassification

Cortney Eakin 06/15/2025 TCN 07-02-01 (\$20.54/hr.)
Clerical Assistant Position Reclassification

Melissa Jones 06/15/2025 PA 05-06-01 (\$25.98/hr.)
Second Deputy Position Reclassification

Jorneyliz Sines 06/15/2025 TCN 07-02-01 (\$20.54/hr.)
Clerical Assistant Position Reclassification

Toni Wimer 06/15/2025 PA 06-03-01 (\$25.75/hr.)
First Deputy Position Reclassification

SEPARATION FROM EMPLOYMENT

CYS

Clinton Holt 06/26/2025
Caseworker I

JAIL

Mandy Milani 06/03/2025
Corrections Officer

Billy Ross 06/06/2025
Corrections Officer

Kimberlee Miller 07/02/2025
Corrections Officer

Moved:

Seconded:

Vote:

HUMAN RESOURCES

2025-256 RESOLUTION to approve the following HUMAN RESOURCES actions for Departments reporting to the Courts:

<u>NAME/POSITION</u>	<u>EFFECTIVE</u>	<u>LEVEL/STEP/GRADE</u>
<u>TRANSFERS</u>		
PRESIDENT JUDGE WALLACE		
Lindsey Farris Law Clerk	06/15/2025	LCLK 1-10-00 (\$70,702.40/yr.) Salary Board action 06-05-25
JUDGE AMRHEIN		
Matthew Rodgers Law Clerk	06/15/2025	LCLK 1-10-00 (\$70,702.40/yr.) Salary Board action 06-05-25
JUDGE NESBIT		
Christopher Strem Law Clerk	06/15/2025	LCLK 1-10-00 (\$70,702.40/yr.) Salary Board action 06/05/25
JUVENILE PROBATION		
Joshua Leskovac Chief Juvenile Probation	06/15/2025	PA 10-08-01 (\$92,178/yr.) Position Reclassification
Mark Ramsey Deputy Chief Juvenile Probation	06/15/2025	PA 09-08-01 (\$82,970/yr.) Position Reclassification
Sharlee Beatty Community Court Program Specialist	06/15/2025	PA 08-09-01 (\$42.12/hr.) Position Reclassification

SEPARATION FROM EMPLOYMENT

DISTRICT JUSTICE MARTWINSKI		
Cheryl Locke Administrative Assistant	07/12/2025	

Moved:

Seconded:

Vote:

ORDINANCES

<u>ORDINANCE</u>	<u>TITLE</u>	<u>AMOUNT</u>	<u>DATE RANGE</u>
# 2025-257	N/A	N/A	Effective 06/26/2025

Resolution to authorize advertising Ordinance 2025-004 of the Board of Commissioners, County of Mercer, setting forth a schedule of fees to be effective July 17, 2025; repealing all Ordinances or Resolutions inconsistent herewith; making the provisions hereof severable and providing for future adjustments by Resolution.

Moved:

Seconded:

Vote:

Moved:

Seconded:

Vote:

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-262	VB Nimbus LLC 750 Park of Commerce Drive Suite 200 Boca Raton, FL 33487	See below	Effective 06/26/2025

Resolution to approve a ten (10) year lease with the VB Nimbus LLC for tower space for communications equipment at the tower site in Delaware Township, Mercer County. Initial term is ten (10) years with four (4) renewal options of five (5) years each. Monthly fee will be \$2,950.00 and shall increase 3% on each annual anniversary date.

Moved:

Seconded:

Vote:

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-263	Tower Services Unlimited c/o Mission Critical Partners 6580 Red Top Road Harrisburg, PA 17111-4822	\$53,380.00	Effective 06/26/2025

Resolution to approve Tower Services Unlimited to provide professional engineering services and environmental studies required in advance of four (4) communications tower sites. These sites are Jefferson, Masury, McComb Rd, and Grove City.

Moved:

Seconded:

Vote:

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-264	Motorola Solutions, Inc. 809 Pinnacle Drive, Suite G Linthicum Heights, MD 21114	\$549,678.00	Effective 06/26/2025

Resolution to approve an amendment to RESOLUTION #2022-509 to add a 6th channel to the P25 Public Safety Radio System.

Moved:

Seconded:

Vote:

COURTS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-268	Gov Connection, Inc. dba Connection P.O. Box 536477 Pittsburgh, PA 15253	\$1,602.60	Effective 06/27/2025

Resolution to approve the purchase of two (2) computer replacements for court reporter desk stations. One replacement computer is for immediate use and the other shall be used as a spare when needed.

Moved:

Seconded:

Vote:

COURTS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-269	Stenograph 2626 Warrenville Road Downers Grove, IL 60515	\$5,004.00	05/27/2025-05/26/2026

Resolution to approve the annual renewal of the Business HR Support Plan (Edge) for Stenograph machines used by the Court Reporters. This plan covers software updates, tech support, cloud back-up, and real time features.

Moved:

Seconded:

Vote:

CYS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-270	McCandless Ford 8416 Sharon Mercer Road Mercer, PA 16137	\$28,787.00	Effective 06/26/2025

Resolution to approve the purchase of a 2025 Ford Escape AWD. Vendor is on COSTARS and is the low apparent responsible quote.

Moved:

Seconded:

Vote:

CYS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-271	Staples, Inc. P.O. Box 70242 Philadelphia, PA 19176	\$5,018.80	Effective 06/26/2025

Resolution to approve the purchase of forty (40) HON guest chairs. These chairs will replace the
CYS conference room chairs. Costs to be paid from Act 148, Needs Based Budget.

Moved:

Seconded:

Vote:

CYS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-272	Quill, LLC P.O. Box 37600 Philadelphia, PA 19101	\$6,510.00	Effective 06/26/2025

Resolution to approve the purchase of sixty-two (62) office chairs to replace the existing
CYS office chairs. Costs to be paid from Act 148, Needs Based Budget.

Moved:

Seconded:

Vote:

CYS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-273	Chris Glancy's Lawn Care Inc. 1185 E. Lake Road Transfer, PA 16154	\$20,000.00	Effective 06/26/2025

Resolution to approve the installation and payment of two (2) 30' x 30' concrete pads at the
CYS Independent Living office in Farrell. Vendor is low apparent responsible bid. Costs to be paid
from the Independent Living Grant Fund.

Moved:

Seconded:

Vote:

CYS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-274	Chris Glancy's Lawn Care Inc. 1185 E. Lake Road Transfer, PA 16154	\$22,500.00	Effective 06/26/2025

Resolution to approve the installation and payment of one (1) 30' x 30' pavilion and architect
drawing of the pavilion, at the
CYS Independent Living office in Farrell. Vendor is low apparent responsible bid. Costs to be paid from the Independent Living Grant Fund.

Moved:

Seconded:

Vote:

DISTRICT ATTORNEY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-275	Magnet Forensics, LLC 93 Monroe Drive NE Suite A102-340 Atlanta, GA 30308	\$34,835.00	09/11/2025-09/10/2026

Resolution to approve the renewal of the Magnet Forensic GrayKey License-Advance for use by the County Detectives. GrayKey is to be used in connection with Cellebrite UFED Extraction software to support Federal, State, and County-wide law enforcement agencies. License includes Unlimited Consent, BFU Extractions, Action Credits, and Excursion Credits.

Moved:

Seconded:

Vote:

JAIL

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-276	Summit Radiation Safety Services, Inc. P.O. Box 27 Boalsburg, PA 16827	\$750.00	Effective 06/26/2025

Resolution to approve payment for the required annual Safety Evaluation and Audit of the Adani Whole Body Scanner at the jail.

Moved:

Seconded:

Vote:

LAWRENCE-MERCER COUNTIES RECYCLING/SOLID WASTE DEPARTMENT

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-277	Lilly Reed 2783 Highland Road Hermitage, PA 16148	Not to exceed \$2,000.00	Effective 06/26/2035

Resolution to approve contracting with Lilly Reed for the graphic design of a logo and branding message for the Glass Recycling Program, in an amount not to exceed \$2,000. Final images will be used for media promotion and public education. All costs are 100% reimbursable by the PA DEP Act 101, Section 902 Recycling grant received by Mercer County.

Moved:

Seconded:

Vote:

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-278	N/A	N/A	Effective 06/26/2025

Resolution to approve the revised Fee Schedule for Plan Reviews according to the Mercer County Subdivision and Land Development Ordinance (SALDO), repealing all previous Fee Schedules for Plan Reviews.

Moved: **Seconded:**
Vote:

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-279	ESO Solutions, Inc. P.O. Box 738310 Dallas, TX 75373-8310	\$1,385.33	01/08/2025-01/07/2026

Resolution to approve payment for the renewal of ESO scheduling software for online scheduling, messaging, and reporting software for 39 employees. Cost to be paid from Fund 244, E911 Operating Fund.

Moved: **Seconded:**
Vote:

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-280	JH Consulting 29 East Main St., Suite 1 Buckhannon, WV 26201	\$875.00	Effective 06/26/2025

Resolution to approve the development of three (3) off-site response plans for the 2025 Tier II submissions, consistent with current regulations, and other County off-site response plans. Cost to be paid from Hazmat Fund 250.

Moved: **Seconded:**
Vote:

DISPOSITION OF ASSETS

RESOLUTION #	VENDOR/CONTRACT	AMOUNT	DATE RANGE
2025-281	N/A	< \$1,000.00	Effective 06/26/2025

Resolution to approve notice of sale. Bids for items are due no later than 07/11/2025 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.

- Round white child’s table
- Wooden child’s bench with storage
- Blue child’s chair

Moved:

Seconded:

Vote:

GRANTS

RESOLUTION #	GRANTOR	AMOUNT	DATE RANGE
2025-282	PCoRP P.O. Box 60769 Harrisburg, PA 17106-0769	Up to \$30,000.00	06/01/2024-05/31/2025

Resolution to accept an award of \$30,000.00 the PCoRP Loss Prevention Grant to offset a portion of the cost of the work done to fix the left side wall of County owned property at 107 N. Diamond Street. Total cost of the Left Side Wall repair was \$142,628.14.

Moved:

Seconded:

Vote:

GRANTS

RESOLUTION #	GRANTOR	AMOUNT	DATE RANGE
2025-283	Pennsylvania Commission on Crime and Delinquency 3101 N. Front Street Harrisburg, PA 17110	\$106,421.00	01/01/2026-12/31/2026

Resolution to approve application for the RASA/VOJO (Rights and Services Act/Victims of Juvenile Offenders) Continuing, non-competitive grant. The Victim Services Program ensures that crime victims are afforded their rights under the PA Victims’ Bill of Rights to ensure fair and compassionate treatment of all Mercer County victims of crime.

Moved:

Seconded:

Vote:

Old Business:

New Business:

Commissioner's Reports:

Recess to Salary Board

Public Comment:

Questions of the Media:

Motion to Adjourn

Moved:

Seconded:

Attest:

Chief Clerk

Mercer County Board of Commissioners