

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

September 4, 2025

Members Present:

Prayer: Steve Amsler, Bethany Presbyterian Church, Mercer

Pledge of Allegiance:

Others Present:

General Discussion Items:

Public Comment on Agenda Items:

2025-362 RESOLUTION to approve 08/28/2025 Commissioners' Meeting MINUTES:

Moved:

Seconded:

Vote:

PROCLAMATION

2025-363 RESOLUTION to approve a PROCLAMATION to recognize JACKSON CORBETT for receiving an Eagle Scout Award, the highest honor conferred in Scouting.

Moved:

Seconded:

Vote:

PROCLAMATION

2025-364 RESOLUTION to approve a PROCLAMATION to recognize ZANE MAURO for receiving an Eagle Scout Award, the highest honor conferred in Scouting.

Moved:

Seconded:

Vote:

PROCLAMATION

2025-365 RESOLUTION to approve a PROCLAMATION to recognize JOSEPH and KRISTINE ALTENOR for being honored by the Buhl Club for their dedication in serving the community.

Moved:

Seconded:

Vote:

PROCLAMATION

2025-366 RESOLUTION to approve a PROCLAMATION to recognize EMILY PALMER for receiving the 2025 General Hugh Mercer Award from the Mercer Area Chamber of Commerce.

Moved:

Seconded:

Vote:

PROCLAMATION

2025-367 RESOLUTION to approve a PROCLAMATION to congratulate SIGNS OF AN ART ATTACK for receiving the distinguished award of Business of the Year 2025 from the Mercer Area Chamber of Commerce.

Moved:

Seconded:

Vote:

PROCLAMATION

2025-368 RESOLUTION to approve a PROCLAMATION to congratulate the MERCER AREA LIBRARY for receiving the distinguished award of Non-Profit Business of the Year 2025 from the Mercer Area Chamber of Commerce.

Moved:

Seconded:

Vote:

REFUNDS

2025-369 RESOLUTION to approve the following REFUNDS listed effective 09/04/2025.

NAME/ADDRESS	DISTRICT	R.E.	REFUND	REASON
Sharpsville Investments, LLC 1512 Abby Rose Ct Pittsburgh, PA 15237	Sharpsville Boro	X	\$620.89	Property Cards Combined
Webber, Dennis P & Kathy L 10 Meadow Ln Greenville, PA 16125	West Salem Twp	X	\$206.94	Correct Building Assessment 2024
Webber, Dennis P & Kathy L 10 Meadow Ln Greenville, PA 16125	West Salem Twp	X	\$408.75	Correct Building Assessment 2024

Moved:

Seconded:

Vote:

HUMAN RESOURCES

2025-370 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>NEW HIRES</u>		
CYS		
Melissa Kulp Afternoon Caseworker I	09/08/2025	YCW-00-01 (\$20.65/hr.)
JAIL		
Kate Claycomb Corrections Officer	08/25/2025	JCO-00-01 (\$19.25/hr.)
Lahtifa Barrett Corrections Officer	08/25/2025	JCO-00-01 (\$19.25/hr.)
Barbara Manbeck Corrections Officer	09/02/2025	JCO-00-01 (\$19.25/hr.)
Ardelle Goodman Corrections Officer	09/09/2025	JCO-00-01 (\$19.25/hr.)
Ali Fagnano Corrections Officer	09/09/2025	JCO-00-01 (\$19.25/hr.)
<u>TRANSFERS</u>		
CLERK OF COURTS		
Kinzie Elder First Deputy	09/07/2025	PA05-05-01 (\$24.9559/hr.) Position Reclassification
Melissa Layman Second Deputy	09/07/2025	PA04-04-01 (\$21.8550/hr.) Position Reclassification
Terri Linn Yesko Sr. Procedure Clerk	09/15/2025	TCN06-02-01 (\$20.14/hr.) Transfer from MDJ Farrell
DISTRICT ATTORNEY		
Anthony Settle Investigator/Director of Digital Forensics	09/07/2025	PA08-04-01 (\$33.7357/hr.) Position Reclassification
Brytany DiClaudio Preliminary Hearing Specialist	09/07/2025	PA04-01-01 (\$20.0011/hr.) Salary Board Action 8/28/25

Ericka Frantz Warrant Specialist	09/07/2025	PA04-08-01 (\$26.0615/hr.) Salary Board Action 8/28/25
Jennifer Cunningham Discovery Specialist	09/07/2025	PA03-05-01 (\$20.5913/hr.) Salary Board Action 8/28/25
ELECTIONS		
Thomas Clark Lead Machine Custodian	09/07/2025	ELHR2 (\$16.85/hr.) Salary Board Action 8/28/25
JAIL		
James Scott Chief Deputy Warden	09/07/2025	PA09-09-01 (\$87,120.38/yr.) Position Reclassification
James Baker Deputy Warden of Security	09/07/2025	PA08-08-01 (\$73,005.92/yr.) Position Reclassification
Kenneth Rodgers Lieutenant	09/07/2025	PA07-09-01 (\$33.2321/hr.) Position Reclassification
Jonathan Hollobaugh Lieutenant	09/07/2025	PA07-08-01 (31.5895/hr.) Position Reclassification
Cinquetta Holmes-Ventura Lieutenant	09/07/2025	PA07-09-01 (\$33.2321/hr.) Position Reclassification
Sean Hood Lieutenant	09/07/2025	PA07-08-01 (\$31.5895/hr.) Position Reclassification
Rico Cruz Lieutenant	09/07/2025	PA07-06-01 (\$28.6530/hr.) Position Reclassification
Lester Somerset Lieutenant	09/07/2025	PA07-09-01 (\$33.2321/hr.) Position Reclassification
Kenneth Alsop Lieutenant	09/07/2025	PA07-01-01 (\$24.0115/hr.) Position Reclassification
Kevin Arbuckle Lieutenant	09/07/2025	PA07-08-01 (\$31.5895/hr.) Position Reclassification
Rena Cunningham Fiscal Assistant	09/07/2025	PA05-09-01 (29.8167/hr.) Position Reclassification

Stacey Dudash Asst. Records Coordinator	09/07/2025	PA05-07-01 (27.0434/hr.) Position Reclassification
Roger Cooper Asst. Records Coordinator	09/07/2025	PA05-08-01 (\$28.3971/hr.) Position Reclassification
Abigail Wheeler Asst. Records Coordinator	09/07/2025	PA05-00-01 (\$21.6337/hr.) Position Reclassification
MIS		
Ed Fry IT Specialist I	09/07/2025	PA07-07-01 (\$62,577.06/yr.) Salary Board Action 8/28/25
PUBLIC SAFETY/EMA		
Debra Hartley Administrative Assistant	09/07/2025	PA04-09-01 (\$27.3644/hr.) Position Reclassification
RECORDER		
Pamela McCluskey First Deputy	09/07/2025	PA05-06-01 (\$25.9786/hr.) Position Reclassification
Maria Vancise Second Deputy	09/07/2025	PA04-06-01 (\$23.6387/hr.) Position Reclassification
Kasey Jennings Clerical Assistant	09/07/2025	TCC07-02-01 (\$20.12/hr.) Position Reclassification
Courtney Bair Clerical Assistant	09/07/2025	TCC07-03-01 (\$20.69/hr.) Position Reclassification
Sheri Baker Clerical Assistant	09/07/2025	TCC07-00-01 (\$19.07/hr.) Position Reclassification
REGISTER OF WILLS		
Lisa Maniscalco First Deputy	09/07/2025	PA005-09-01 (\$29.8167/hr.) Position Reclassification
Angela Ramsey Second Deputy	09/07/2025	PA04-07-01 (\$24.8203/hr.) Position Reclassification

SOIL CONSERVATION

Megan Miller 08/10/2025
AG Resource Conservationist I

PA04-04-01 (\$21.8550/hr.)
Transfer from Temp FT
Mosquito BDC
Program Coordinator

Ava Bruschi 08/10/2025
Temp FT Mosquito BDC Program Coordinator

PA05-00-01 (\$21.6337/hr.)
Transfer from Temp Summer
Intern Mosquito BDC
Program

SEPARATION FROM EMPLOYMENT**CYS**

Mercedes Nearhood 09/19/2025
Caseworker II

JAIL

Charles Haun 08/27/2025
Corrections Officer

Moved:**Seconded:****Vote:****HUMAN RESOURCES**

2025-371 RESOLUTION to approve the following HUMAN RESOURCES actions for positions reporting to the Courts:

NAME/POSITION**EFFECTIVE****LEVEL/STEP/GRADE****TRANSFERS****DISTRICT JUSTICE ARTHUR**

Lana Webster 09/07/2025
Administrative Assistant

PA04-05-01 (\$22.7297/hr.)
Position Reclassification

DISTRICT JUSTICE DAVIS

Marie Fedorchak 09/07/2025
Administrative Assistant

PA04-06-01 (\$23.6387/hr.)
Position Reclassification

DISTRICT JUSTICE MARTWINSKI

Lori Dorfi 09/07/2025
Administrative Assistant

PA04-06-01 (\$23.6387/hr.)
Position Reclassification

DISTRICT JUSTICE ODEM

Tamara Harrison 09/07/2025
Administrative Assistant

PA04-07-01 (\$24.8203/hr.)
Position Reclassification

DISTRICT JUSTICE STRAUB

Maria Buccini	09/07/2025	PA04-06-01 (\$23.6387/hr.)
Administrative Assistant		Position Reclassification

DOMESTIC RELATIONS

Kara Stainbrook	09/07/2025	PA03-07-01 (\$22.6157/hr.)
PT Admin Asst/Med & IRS Coordinator		Salary Board Action 8/28/25

Leann Jenkins	09/07/2025	PA03-07-01 (\$22.6157/hr.)
Initiation Officer		Salary Board Action 8/28/25

Kelly Heckathorn	09/07/2025	PA03-07-01 (\$22.6157/hr.)
Initiation Officer		Salary Board Action 8/28/25

Daria Baldwin	09/07/2025	TCN06-02-01 (\$20.14/hr.)
Senior Procedure Clerk		Position Reclassification

Lisa Shadron	09/07/2025	TCN06-03-01 (\$20.72/hr.)
Senior Procedure Clerk		Position Reclassification

Molly Dodd	09/07/2025	TCN06-03-01 (\$20.72/hr.)
Senior Procedure Clerk		Position Reclassification

Katie Woods	09/07/2025	PA08-07-01 (\$69,527.82/yr.)
Assistant Director		Position Reclassification

MASTERS

Kimberly Ogg	09/07/2025	PA04-09-01 (\$27.3644/hr.)
Family Law Masters Secretary		Position Reclassification

Moved:**Seconded:****Vote:****COMMISSIONERS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-372	Seubert	N/A	Effective 09/04/2025
	225 N. Shore Drive		
	Suite 300		
	Pittsburgh, PA 15212		

Resolution to approve changing the Broker of Record on the County's Highmark non-union health care plan to Seubert.

Moved:**Seconded:****Vote:**

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-373	N/A	N/A	Effective 09/04/2025

Resolution to authorize the transfer of a 206 acre property owned by Mercer County located in East Lackawannock Township at the intersection of U.S. Route 19 and Interstate 80 to the Mercer County Industrial Development Authority.

Moved:**Seconded:****Vote:****BUILDING & GROUNDS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-374	Filtech, Inc. 622 William Marks Drive Munhall, PA 15120	\$595.00	Effective 09/04/2025

Resolution to approve the purchase of filters for the HVAC Units for the semi-annual filter changes.

Moved:**Seconded:****Vote:****MIS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-375	Anixter, Inc. 2301 Patriot Blvd. Glenview, IL 60026	\$1,028.61	07/2025 – 07/2026

Resolution to approve the annual fee for Door Controllers, price reflects a cost increase of \$37.25 from the prior year.

Moved:**Seconded:****Vote:****PUBLIC SAFETY**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-376	MobilCom 16343 Conneaut Lake Road P.O. Box 1234 Meadville, PA 16335	\$6,782.00	Effective 09/04/2025

Resolution to approve the purchase of a new two-way radio antenna system for the Sandy Lake Tower Site to replace the defective antenna system, which includes antenna, 7/8" feedline, ground kits, and installation of lighting protection. Cost to be paid from Fund 244.

Moved:
Vote:

Seconded:

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-377	Jefferson Township 7407 Lamor Road Mercer, PA 16137	\$5,000.00	Effective 09/04/2025

Resolution to approve payment to Jefferson Township, Mercer County, for the Jefferson Township Tower Permit Fee, required for the Mercer County Department of Safety Radio System. This is part of the ongoing radio project. Cost to be paid from the County Wide Radio Project Funds.

Moved:
Vote:

Seconded:

DISPOSITION OF ASSETS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-378	N/A	<\$1,000.00	Effective 09/04/2025

Resolution to approve notice of sale. Bids for items are due no later than 09/15/2025 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.

- 8 - Dell Optiplex 7020 towers with ChromeOS Flex installed
- 1 – Weekender Backpack/Tote bag with wheels and handle

Moved:
Vote:

Seconded:

Old Business:

New Business:

Commissioner’s Reports:

Public Comment:

Questions of the Media:

Motion to Adjourn
Moved:

Seconded:

Attest:

Chief Clerk

Mercer County Board of Commissioners