

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

March 6, 2025

Members Present: Commissioner McGonigle, Commissioner Finley,
Commissioner Coleman-absent

Prayer: Pastor Sean Hall, Hillside Presbyterian Church, Greenville

Pledge of Allegiance: Was held.

Others Present: Nicki Biles, Tim Callahan, Annette Dohanics, Christian McElhaney, Dave Moyer, Stephen Sherman, Angela Sorg, Amber White, DeeDee Zickar, Dan Wallace, Charles Baldoff, Ronald Monald, Venesta Kirk, Laura Paxton, Monica Williams, Becky Humes, Tiffany Wolf, Ralph Oakes, Maggie Oaks, Judy Hines, Diane Syphrit, Jeanne Croyle, Sean Hall, Zayla Griffin, Ryder Griffin, Carl Turner, Jaycee Yasko, Presley Yasko, Dalis Ames, Rayme Ames, Craig Conforti, Jennifer Arnett, Joanie Micsky, Bill McConnell, Roni Shilling

General Discussion Items: President Judge Wallace provided information on Mortgage Foreclosure Court.

Public Comment on Agenda Items: None

2025-092 RESOLUTION to approve 02/20/2025 Commissioners' Meeting MINUTES:

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

PROCLAMATIONS

2025-093 RESOLUTION to approve a PROCLAMATION to recognize March 16, 2025 through March 22, 2025 as PENNSYLVANIA 4-H WEEK.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

PROCLAMATIONS

2025-094 RESOLUTION to approve a PROCLAMATION to recognize MEGAN BLASKO for receiving an Eagle Scout Award, the highest honor conferred in Scouting.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

PROCLAMATIONS

2025-095 RESOLUTION to approve a PROCLAMATION to recognize the month of March 2025 as DEVELOPMENTAL DISABILITIES AWARENESS MONTH.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

EXPENDITURES

2025-096 RESOLUTION to approve DISBURSEMENTS in the following amount of \$9,481,943.11 for the period of 02/01/2025 – 02/28/2025.

\$7,946,255.73	County Operations
\$1,650.66	Opioid Projects
\$12,307.12	Election Integrity Grant
\$1,518,949.00	ARPA/SLFRF Projects
\$2,780.60	Witness Fees

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

REFUNDS

2025-097 RESOLUTION to approve the following REFUND listed effective 03/06/2025.

NAME/ADDRESS	DISTRICT	R.E.	REFUND	REASON
Emergycare, Inc. 1926 Peach Street Erie, PA 16502	Hempfield Twp	X	\$737.03	Assessment Appeal- Court Ordered

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

HUMAN RESOURCES

2025-098 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>NEW HIRES</u>		
CLERK OF COURTS		
Sherry Thellman Senior Procedure Clerk	03/10/2025	TCN 06-00-01 (\$18.87/hr.)
E-911		
Daiyauana Reeves Part-Time Telecommunicator	03/17/2025	TCE 00-01 (\$17.63/hr.)

Jenna Bush Part-Time Telecommunicator	03/17/2025	TCE 00-01 (\$17.63/hr.)
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SEPARATION FROM EMPLOYMENT

E-911

Jayne Bochy Telecommunicator	02/28/2025
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JAIL

Brian Thomas Corrections Officer	02/21/2025
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Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

Seconded: Mr. Finley
Yes-Mr. Finley Absent-Dr. Coleman

HUMAN RESOURCES

2025-099 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>
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NEW HIRES

DISTRICT JUSTICE ARTHUR

Kelsey DeCarmen Senior Procedure Clerk	03/17/2025	TCN 06-04-01 (\$21.39/hr.)
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TRANSFERS

DISTRICT JUSTICE ARTHUR

Lana Webster Administrative Assistant	03/04/2025	PA 03-06-01 (\$21.58/hr.) Transfer from Sr. Procedure Clerk
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Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

Seconded: Mr. Finley
Yes-Mr. Finley Absent-Dr. Coleman

APPOINTMENTS

RESOLUTION

2025-100 Resolution to confirm the following Re-appointments to the MERCER COUNTY AGRICULTURAL DEVELOPMENT COUNCIL for the term as specified:

Kate Aiken	01/01/2025 – 12/31/2027
John Courtney	01/01/2025 – 12/31/2027
Dennis James	01/01/2025 – 12/31/2027

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle
03/06/2025

Seconded: Mr. Finley
Yes-Mr. Finley Absent-Dr. Coleman

COMMISSIONERS

RESOLUTION	VENDOR	AMOUNT	DATE RANGE
# 2025-101	Alpine Springs Rehabilitation and Recovery 801 Martin Luther King Jr. Blvd. Farrell, PA 16121	\$67,213.00	Effective 03/06/2025

Resolution to approve an agreement to issue funds to Alpine Springs Rehabilitation and Recovery Facility. The program at this facility provides individualized treatment using evidence based practices to assist those struggling with addiction. The funds will be used for staff training, staff loan reimbursement and tuition assistance, and the purchase of a multi-passenger van, per the Opioid Settlement Fund distribution to the County.

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

BRIDGE

RESOLUTION	VENDOR	AMOUNT	DATE RANGE
# 2025-102	Gibson-Thomas Engineering Company, Inc. and Mercer County/L00554	N/A	03/15/2025-06/15/2025

Resolution to extend the completion date of Part 1 (PE and Environmental Clearance) related to Agreement No. L00554 for Mercer County Bridge 2606 on Old Mercer Road in East Lackawannock Township. The extension is necessary to receive environmental clearance (currently under review) and to receive right-of-plan approval.

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

BRIDGE

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-103	Herbert, Rowland, and Grubic, Inc. and Mercer County/L00394	\$37,043.95	Effective 03/03/2025

Resolution to amend Resolutions 2024-253, 2023-540, and 2020-277 related to a Consultant Agreement for Mercer County Bridges 2107 and 2108 on Hosack Road in Jackson Township. The scope provides construction consultant services. This project is 100% federally funded and the total engineering agreement amount is now \$602,674.36.

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

BRIDGE

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-104	Pennsylvania Department of Transportation and Mercer County	\$13,216.00 (incoming)	Effective 03/06/2025

Resolution to amend Resolutions 2024-393, 2024-171, 2023-359, 2021-041, 2020-278, and 2019-114 for the East Gilmore Road Bridges related to Reimbursement Agreement No. R19010009 using 100% federal funds. This is to reimburse Mercer County for project costs via the Transportation Improvement Program (TIP). The total reimbursement agreement for this project is now \$3,722,347.00.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

CORONER

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-105	Webstaurant 40 Citation Lane Lititz, PA 17543	\$3,736.55	Effective 03/06/2025

Resolution to approve the purchase of stainless steel counters and worktables for use in the Coroner's Morgue/Autopsy Facility. Vendor is low apparent responsible quote for the necessary items. Cost to be paid from the Coroner's Office Act 122 account.

DISCUSSION: Commissioner Finley advised the Coroner has been working on this project for some time. He was originally checking on wood cabinetry and found these stainless steel products for half the cost of the wood products.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-106	N/A	N/A	Effective 03/06/2025

Resolution to revise the FY 2021 Mercer County Community Development Block Grant (OBO Grove City Borough) by transferring \$16,080.00 from the Removal of Architectural Barriers/Sidewalk Improvement line item (Superior Street) to the Removal of Architectural Barriers/Sidewalk Improvement line item (Memorial Park).

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-107	N/A	N/A	Effective 03/06/2025

Resolution to modify the FY 2022 Mercer County Community Development Block Grant (OBO Grove City Borough) by transferring \$31,880.00 from the Housing Rehabilitation line item and \$80,960.00 from the Removal of Architectural Barriers/Sidewalk Improvement line item (Superior Street) to the Removal of Architectural Barriers/Sidewalk Improvement line item (Edgewood Drive).

Moved: Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-108	N/A	N/A	Effective 03/06/2025

Resolution to approve and repromulgate the Mercer County Emergency Operations Plan (EOP). The Mercer County Emergency Operations Plan has existed for over 30 years and is a living document that is updated as needed. The new plan has changes that have been made over the past several months to accommodate the needed updates.

Moved: Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

RECORDER OF DEEDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-109	IdentiSys, Inc. 7630 Commerce Way Eden Prairie, MN 55344	\$6,138.58	Effective 03/06/2025

Resolution to amend Resolution 2025-088 to reflect a change in the cost from \$5,775.24 to \$6,138.58. The purchase is for hardware and software updates for the Veteran's ID Card System. The current hardware and software are outdated and no longer supported. Cost to be paid from the Recorder's Office Improvement Fund.

DISCUSSION: Recorder DeeDee Zickar advised the original quoted cost was for a one-sided printer. The amended price is for a two-sided printer that is needed for her office.

Moved: Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

RECORDER OF DEEDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-110	GovConnection, Inc. 732 Milford Road Merrimack, NH 03054	\$786.35	Effective 03/06/2025

Resolution to approve the purchase of one HP desk top computer to connect with and run the software for the ScanPro 2500 Standard 650 Scanner. Cost to be paid from the Recorder's Office Records Improvement Fund.

DISCUSSION: Recorder Zickar advised this computer will be connected to the ScanPro Scanner that was approved for purchase at the previous Commissioner's Meeting.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

RECORDER OF DEEDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-111	Amazon	Not to exceed \$400.00	Effective 03/06/2025

Resolution to approve the purchase of three (3) 27-inch Computer Monitors for use in the Recorder of Deeds Office. One (1) monitor will be used for the ScanPro 2500 Standard 650 Scanner and two (2) will be used as public stations. Cost to be paid from the Recorder's Office Records Improvement Fund.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

GRANTS

RESOLUTION	GRANTOR:	AMOUNT	DATE RANGE
# 2025-112	Department of Conservation and Natural Resources	TBD	Effective 03/06/2025

Resolution to approve a grant application to DCNR for the Munnell Run Farm Accessibility Enhancement Project, to support parking and accessibility improvements at the Munnell Run Farm. Total amount will be determined once a cost estimate is completed. Any required matching funds for the project can be sourced from the Community Facilities Grant.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Absent-Dr. Coleman

Old Business: None

New Business: None

03/06/2025

Commissioner's Reports:

- Commissioner McGonigle provided information on the avian flu epidemic that was forwarded to him by EMA Director Frank Jannetti. Information was on the status of avian flu in Pennsylvania. Commissioner McGonigle also reminded the public who are buying chickens to offset the costs of eggs, to keep the chickens inside. Migrating birds can infect the chickens with the avian flu if the chickens are free roaming outside. Laura Paxton commented by adding information that if milk from the dairy cows is pasteurized, nothing can be passed to humans.

Elected Official/Department Head Reports:

- First Assistant Public Defender Annette Dohanics addressed the two new law clerk positions being added at the Public Defender's Office on the Salary Board Agenda. She advised there are two graduating law students that will fill these positions. They will be taking the Bar Exam in July and are committed to public service and indigent defense. After passing the Exam they will become two additional attorneys in the Public Defender's Office.

Recess to Salary Board**Public Comment:**

- Diane Syphrit addressed the status and budget of the Oracle Project, asking if it was completed, the timeline, and if it was over or under budget. Controller Sherman provided information on the Oracle Project.

Questions of the Media: None**Motion to Adjourn****Moved:** Mr. McGonigle**Seconded:** Mr. Finley**Attest:**

Chief Clerk

Mercer County Board of Commissioners