

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

November 20, 2025

Members Present: Commissioner McGonigle, Commissioner Finley, Commissioner Coleman

Prayer: Pastor Chuck Schwartz

Pledge of Allegiance: Was held

Others Present: Kate Aiken, Cathy Herriott, Frank Jannetti, Stephen Sherman, Angela Sorg, Dee Dee Zickar, Doniele Russell, Chuck Schwartz, Joanie Micsky, Bill McConnell, Melissa Klaric, Caleb Straight, Roni Shilling

General Discussion Items: None

Public Comment on Agenda Items: None

2025-467 RESOLUTION to approve 11/06/2025 Commissioners' Meeting MINUTES:

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

PROCLAMATION

2025-468 RESOLUTION to approve a PROCLAMATION to recognize the WEST MIDDLESEX HIGH SCHOOL GIRLS GOLF TEAM for winning the 2025 PIAA 2A State Championship.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

REFUNDS

2025-469 RESOLUTION to approve the following REFUNDS listed effective 11/20/2025.

NAME/ADDRESS	DISTRICT	R.E.	REFUND	REASON
Minner, James E Jr & Taryn J 134 Schaffer Rd Mercer, PA 16137	Findley Twp	X	\$ 22.03	Part land transfer

Minner, James E Jr & Taryn J Findley Twp X \$282.41 Part land & building
134 Schaffer Rd transfer
Mercer, PA 16137

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

CYS

2025-470 RESOLUTION to enter into AGREEMENT(s) with the following provider for services listed.

EFFECTIVE 07/01/2025 – 06/30/2026

VENDOR	PROGRAM	RATE	TERM
White Deer Run, LLC	Adolescent Male Sex Offender – Cove Prep TC	\$553.50	Daily
d/b/a White Deer Run	Two-week Diagnostic Evaluation Program	\$603.50	Daily
Cove Prep 310 Grove Road, Building #13 Torrance, PA 15779	Adolescent Male Secure Care – Adj. Delinquent	\$712.17	Daily

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

HUMAN RESOURCES

2025-471 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/POSITION
<u>NEW HIRES</u>		
JAIL Joshua Bell Corrections Officer	12/01/2025	JCO-00-01 (\$19.25/hr.)
CONSERVATION DISTRICT Robert Winschel Conservation Technician	11/17/2025	TCC-07-00-01 (\$19.07/hr.)
<u>SEPARATION FROM EMPLOYMENT</u>		
E911 Randi Cusick PT Telecommunicator	11/13/2025	
JAIL Allen Edwards Corrections Officer	11/06/2025	
<u>RECORDER</u>		
Kasey Jennings Clerical Assistant	11/06/2025	

TAX ASSESSMENT

Seth Perez 11/27/2025
GIS Technician

CLERK OF COURTS

Jenna Smith 12/02/2025
Cost Collections Coordinator

BUILDING & GROUNDS

David Metz 12/13/2025
Maintenance III

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

Yes-Mr. Finley

Yes-Dr. Coleman

HUMAN RESOURCES

2025-472 RESOLUTION to approve the following HUMAN RESOURCES actions for positions reporting to the Courts:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/POSITION
NEW HIRES		
DOMESTIC RELATIONS		
Wende Hoover	12/01/2025	PA04-00-01 (\$19.51/hr.)
PT Enforcement Officer		
Moved: Mr. McGonigle	Seconded: Mr. Finley	
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley	Yes-Dr. Coleman

HUMAN RESOURCES

2025-473 RESOLUTION to approve the following 2026 Holidays:

2026 HOLIDAYS

DAY	DATE	HOLIDAY
Thursday	January 1, 2026	New Year's Day
Monday	January 19, 2026	Martin Luther King, Jr. Day
Monday	February 16, 2026	Presidents' Day
Friday	April 3, 2026	Good Friday
Monday	May 25, 2026	Memorial Day
Friday	June 19, 2026	Juneteenth
Friday	July 3, 2026	Independence Day
Monday	September 7, 2026	Labor Day
Monday	October 12, 2026	Columbus Day
Wednesday	November 11, 2026	Veterans' Day
Thursday	November 26, 2026	Thanksgiving Day
Friday	November 27, 2026	Day after Thanksgiving
Friday	December 25, 2026	Christmas Day

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

ORDINANCES

ORDINANCE	TITLE	AMOUNT	DATE RANGE
# 2025-474	N/A	N/A	Effective 11/20/2025

Resolution to adopt and enact Ordinance 2026-001 of the Board of Commissioners, County of Mercer, establishing a Uniform Parcel Identifier System by providing for a depository agency of the County's tax maps and digital mapping data to be effective January 5, 2026; repealing all Ordinances or Resolutions inconsistent herewith; making the provisions hereof severable and providing for future adjustments by Resolution.

COMMENT: Commissioner Coleman thanked the Offices of Tax Assessment and the Recorder for their work on this UPI Project.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-475	Operation Lighthouse c/o Minority Health 1031 Roemer Blvd. Farrell, PA 16121	\$22,408.92	Effective 11/20/2025

Resolution to approve an agreement to issue funds to Operation Lighthouse for assistance with the H.E.A.T Program. This is a therapeutic program that applies holistic, culturally relevant and responsive characteristics for those with opioid use disorders while promoting recovery and wellness. Funding will be from the Opioid Settlement Fund distribution to the County.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-476	N/A	N/A	Effective 11/20/2025

Resolution to present the Mercer County proposed budget for the year 2026 for public viewing on 11/21/2025. The budget will be adopted at the Commissioner's Meeting on 12/18/2025.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

BRIDGE

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-477	A. Merante Contracting, Inc. 4740 Streets Run Road Pittsburgh, PA 15236 /ECMS #1884	\$1,396,917.94	Effective 11/20/2025

Resolution to accept the low bid and proceed with entering into a contract for reconstruction of Mercer County Bridge 2339 on Service Avenue in the City of Sharon. This project is 100% federally funded via reimbursement agreement E22010011 and 010Z334. Motion is contingent upon PennDOT's ECMS review and acceptance process.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

BUILDING & GROUNDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-478	Custom Lawn Care of Grove City 230 Foxmine Road Jackson Center, PA 16133	See below	Effective 11/20/2025

Resolution to approve contractual cost increases for landscaping and ground maintenance for property owned and maintained by the County at 574 Barkeyville Road, Grove City, PA.

Maintenance items and new costs:

Mowing, weeding, and trimming, per occurrence	\$85.00
Mowing the back field area bi-weekly	\$125.00
Annual landscape management	\$1,425.00
Fall leaf cleanup and removal, cut wild grass	\$325.00
Parking lot/sidewalk snow plowing, per occurrence	\$85.00
Parking lot/sidewalk salting, per occurrence	\$95.00

Comment: Commissioner Finley advised the County has had a long-time contract with this vendor. There were three bids received for this contract, and this vendor had the lowest responsible bid for the listed ground maintenance.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

DOMESTIC RELATIONS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-479	Am-Gard, Inc. 600 Main Street Pittsburgh, PA 15215	\$30.77 Per hour	10/01/2025-09/30/2030

Resolution to approve a service agreement with Am-Gard, Inc., to provide armed security for the Domestic Relations building with an annual increase of 3% for each calendar year of the agreement term. BCSE approves that this expenditure is eligible for receipt of federal financial participation at the current rate of 66%. Cost will be split by Domestic Relations being responsible for 60% and the Conciliator/Master Office being responsible for 40% of the total cost.

Comment: Domestic Relations Director Kate Aiken advised this agreement is for a guard to replace the deputy's position in the Domestic Relations Building. The guard fulfills the State security requirement for Domestic Relations.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-480	Evans Consoles, Inc. 305 E. Wall Street Grapevine, TX 76051	\$2,349.90	Effective 11/20/2025

Resolution to approve the purchase of ten (10) Universal Mounting Plates for large monitors. Evans is the brand of dispatch desks in the E911 Center; therefore, this is a sole source item. Cost to be paid from the E911 Fund 244.

Comment: Public Safety Director Frank Jannetti reports this is an effort to consolidate three screens into one large screen. The dispatchers will be able to move the windows to their specific locations.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-481	Advanced Land Measurement, Inc. 7097 Warren Sharon Road Brookfield, OH 44403	\$7,500.00	Effective 11/20/2025

Resolution to approve payment for surveying the property at the Grove City Tower Site, per the quote dated 08/12/2025.

Comment: Public Safety Director Frank Jannetti advised \$7,500.00 was the original proposal for the land survey. The vendor was able to utilize some of the work previously performed by another vendor, so the actual cost is lower than the quote.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

PUBLIC SAFETY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-482	Butler County Community College P.O. Box 1203 Butler, PA 16003-1203	\$4,500.00	01/01/2026-12/31/2026

Resolution to approve annual renewal agreement with Butler County Community College for their Preferred Training Partnership Program. The cost is \$4,500 for 500 hours of training for city and county-based organizations. This reflects a \$500 increase. Cost includes the instructor, class material, and certificates. This will be paid with HMRF Grant Funds. (Fund 250).

Comment: Public Safety Director Frank Jannetti advised this is a block of education purchased for all of the fire departments and EMS providers.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

RECORDER OF DEEDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-483	IdentiSys, Inc. 7630 Commerce Way Eden Prairie, MN 55344	\$353.00	11/17/2025-11/16/2026

Resolution to approve the renewal of technical phone support and available updates on BadgePass SmartReg software. This software allows for updates and fixes on the Veteran's ID card system. Costs to be paid from the Recorder of Deed's general budget.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

RECORDER OF DEEDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-484	e-Image Data 340 Grant Street Hartford, WI 53027	\$150.00	Effective 11/20/2025

Resolution to approve a diagnostic fee for the ScanPro 3000 Microfilm Scanner in the Recorder's Office. The public-use scanner is not functioning properly, and the diagnosis will provide information if a repair or replacement is needed. The fee will be applied towards the recommended repair or replacement.

Comment: Recorder of Deeds Dee Dee Zickar reported the vendor attempted to remote-in two times with assistance by MIS and doesn't believe they were able to properly diagnose the problem.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-485	Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148	N/A	Effective 11/20/2025

Resolution to respond and address the DCED CDBG "Findings" Letter dated September 19, 2025, for the monitoring of CDBG FFY 2016-2019 completed this past June.

Comment: Commissioner Coleman and Regional Planning Director Doniele Russell discussed that the resolutions on the agenda have to do with the monitoring of the same fiscal year. The State had requested each item be individualized in the event of any concerns.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-486	Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148	N/A	Effective 11/20/2025

Resolution to transfer \$28,820.00 from the Affordable Housing Fund, a non-federal account, to the CDBG FFY 2022 Housing Rehabilitation account.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-487	Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148	N/A	Effective 11/20/2025

Resolution to Execute the Federal Program Receipt Collection Form for the Mercer County 2017 Housing Rehabilitation repayment of \$28,820.00.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-488	Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148	N/A	Effective 11/20/2025

Resolution to execute the Federal Program Receipt Collection Form for the Sharpsville Borough 2016 Housing Rehabilitation repayment of \$2,890.00. Sharpsville Borough acknowledged and deposited the funds into the CDBG FFY 2022 account on October 31, 2025.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-489	Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148	N/A	Effective 11/20/2025

Resolution to revise the FFY 2022 CDBG Contract to address the Sharpsville Borough and Mercer County findings. This will be Revision #3 and will allow the County to complete projects within Mercer County using the repayment funds. Sharpsville Borough's repayment will be allocated to the Mercer Avenue Project, which has been approved by the State. Mercer County's repayment will be allocated to the Mercer County Housing Rehabilitation, which has been approved by the State.

Comment: Commissioner McGonigle advised that he looks forward to the legislature changing the rules for CDBG because of the repetitiveness of the yearly revisions. That we are still managing issues from 2017 because of the hurdles that have been put in place for this funding that is to help people.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-490	Mercer County Regional Planning Commission 2491 Highland Road Hermitage, PA 16148	N/A	Effective 11/20/2025

Resolution to adopt the Written Procedures for Record Retention Compliance, to be executed by the CDBG Program Administrator (MCRPC) to ensure ongoing program compliance.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

DISPOSITION OF ASSETS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2025-491	N/A	<\$2,000.00	Effective 11/20/2025

Resolution to approve notice of sale. Bids for items are due no later than 12/02/2025 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.

- 1 -- Foster lighted map table
- 1 – Coat Rack
- 7 – Reams of 3 part NCR carbonless paper

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

GRANTS

RESOLUTION	GRANTOR	AMOUNT	DATE RANGE
# 2025-492	Pennsylvania Department of Environmental Protection DEP Vector Management (Agent for Commonwealth of PA) P.O. Box 1467 Harrisburg, PA 17105	\$114,641.00	Effective 11/20/2025

Resolution to approve application for the 2026 Mosquito-borne Disease Control Program Grant to provide funding for “Personnel” salaries/benefits and equipment to support surveillance, education and outreach to the public, habitat reduction, and treatment of mosquitos for Mercer, Crawford, and Butler Counties. Tick surveillance will also be completed as part of the program. Performance period is 01/01/2026–12/31/2026. No County match required.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

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

GRANTS

RESOLUTION	GRANTOR	AMOUNT	DATE RANGE
# 2025-493	Pennsylvania Commission on Crime and Delinquency 3101 N. Front Street Harrisburg, PA 17110	Up to \$90,000.00	Effective 11/20/2025

Resolution to approve application, not to exceed \$90,000.00, for the Intermediate Punishment Treatment Programs (State IP/DARIP). This grant is for the Mercer County Intermediate Punishment Program (IPP) to provide the Courts with alternatives to incarceration in the Mercer County Prison in regard to Restrictive Conditions as an Order of Probation. Mercer County will utilize its House Arrest Program and Specialty Court Program to fulfill these objectives. These are State funds. The grant period will be 07/01/2025 – 06/30/2026. No County match required. Application is due 12/18/2025.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

GRANTS

RESOLUTION	GRANTOR	AMOUNT	DATE RANGE
# 2025-494	Pennsylvania Department of Community and Economic Development 400 North Street, Fourth Floor Harrisburg, PA 17120	Not to exceed \$1,000,000.00	Effective 11/20/2025

Resolution to approve application for a State Local Share Account-Statewide Program grant in an amount not to exceed \$1,000,000.00 from the Pennsylvania Department of Community and Economic Development to be used to renovate the Mercer County Penn State Extension Office. Application is due 11/30/2025.

Moved: Mr. McGonigle
Vote: Yes-Mr. McGonigle

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

Old Business: None

New Business: None

Commissioner's Reports:

- Commissioner McGonigle advised three local schools, Greenville, Sharon, and Farrell, are playing football for State Play-off Championships this weekend and wished them luck.
- Commissioner Finley thanked the Tax Assessment Office for hosting three Clean and Green Meetings this week for the residents. He said these meetings were robustly attended and good information was provided.

- Commissioner Coleman reported the budget summary will be available in the Commissioner's Office tomorrow for public inspection. She was pleased to report there is no proposed tax increase for fiscal year 2026. There has been hard work done to control expenditures for next year to align them with the available recurring revenues. The County has reduced the budget and transfer from fund balances compared to last year. That decision does decrease the reliance on savings to close the operating gap. Commissioner Coleman thanked everyone that participated in the budgeting process for their contributions and hard work. She advised it is the Commissioners role to safeguard the public trust and ensure our County government remains solvent, service oriented, and sustainable.

Recess to Salary Board

Public Comment: None

Questions of the Media: Caleb Straight of the Record Argus asked questions regarding the budget and information was provided by Commissioner Coleman.

Motion to Adjourn

Moved: Mr. McGonigle

Seconded: Mr. Finley

Attest:

Chief Clerk

Mercer County Board of Commissioners