

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

December 4, 2025

Members Present: Commissioner McGonigle, Commissioner Finley, Commissioner Coleman

Prayer: Dave Means, Kingdom Unification, Greenville

Pledge of Allegiance: Was held.

Others Present: Nicki Biles, Jill Boozer, Bernard Grenier, Christian McElhaney, Dave Moyer, Stephen Sherman, Angela Sorg, Dee Dee Zickar, Krystle MacLean, Rebecca Page, Dave Means, Jeanne Croyle, Randy Thompson, Bill McConnell, Roni Shilling

General Discussion Items: None

Public Comment on Agenda Items: None

2025-495 RESOLUTION to approve 11/20/2025 Commissioners' Meeting MINUTES:

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

REFUNDS

2025-496 RESOLUTION to approve the following REFUND listed effective 12/04/2025.

| NAME/ADDRESS | DISTRICT | R.E. | REFUND | REASON |
|--|----------------|------|----------|-----------------------|
| Miller, Richard A Jr & Sheryl A 7 Miller Road Greenville, PA 16125 | West Salem Twp | X | \$130.08 | Part Land Transfer |

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

HUMAN RESOURCES

2025-497 RESOLUTION to approve the following HUMAN RESOURCES actions:

| NAME/POSITION | EFFECTIVE | LEVEL/STEP/GRADE |
|---------------|-----------|------------------|
|---------------|-----------|------------------|

NEW HIRES

CYS

| | | |
|------------------------------|------------|-------------------------|
| Alyssa Lenzi Caseworker I | 12/08/2025 | YCW-00-01 (\$20.65/hr.) |
|------------------------------|------------|-------------------------|

SHERIFF

| | | |
|------------------------------------|------------|--------------------------|
| Kevin Robbins PT Deputy Sheriff | 12/08/2025 | SD00-00-00 (\$20.33/hr.) |
|------------------------------------|------------|--------------------------|

TRANSFERS**TAX ASSESSMENT**

Alesha Adams 12/01/2025 PA04-05-01 (\$22.73/hr.)
GIS Technician

SEPARATION FROM EMPLOYMENT**CYS**

Shannon Deal 12/03/2025
Fiscal Officer II

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

Yes-Mr. Finley

Yes-Dr. Coleman

HUMAN RESOURCES

2025-498 RESOLUTION to approve the following HUMAN RESOURCES actions for positions reporting to the Courts:

| NAME/POSITION | EFFECTIVE | LEVEL/STEP/GRADE |
|--------------------------------|-----------------------------|--------------------------|
| NEW HIRE | | |
| JUDGE WALLACE | | |
| James Matta Jr. | 12/15/2025 | PA04-05-01 (\$22.73/hr.) |
| Court Reporter | | |
| Moved: Mr. McGonigle | Seconded: Mr. Finley | |
| Vote: Yes-Mr. McGonigle | Yes-Mr. Finley | Yes-Dr. Coleman |

COURTS

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|--|----------|----------------------|
| # 2025-499 | Dagostino Electro Services 600 Mifflin Road Pittsburgh, PA 15207 | \$940.00 | Effective 12/04/2025 |

Resolution to approve the purchase of one (1) Gooseneck Microphone replacement unit for Courtroom #4. The purchase is to be funded by the DUI Admin Fund (Fund 208).

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

Yes-Mr. Finley

Yes-Dr. Coleman

MERCER COUNTY FOOD BANK

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|---|--------------|----------------------|
| # 2025-500 | Mercer County Food Bank 109 S. Sharpsville Ave., Suite A Sharon, PA 16146 | \$199,421.89 | Effective 12/04/2025 |

Resolution to approve Member Agency allocations for the 2025-2026 Pennsylvania State Food Purchase Program (SFPP). Funding is received by Mercer County and amounts are proportionate with quantities of food purchased and number of people served by each agency.

| | |
|--------------------------------|-------------|
| Bethany Presbyterian | \$10,000.00 |
| Cedar Ave | \$1,000.00 |
| Commodore Perry Pantry | \$1,500.00 |
| Community Counseling Center | \$2,000.00 |
| ECS | \$10,000.00 |
| Good Shepherd Center | \$30,000.00 |
| Good Shepherd Kitchen | \$2,500.00 |
| Grove City Food Pantry | \$8,500.00 |
| Grove City YMCA | \$2,000.00 |
| Jamestown Food Pantry | \$2,000.00 |
| Lakeview Helping Hands | \$9,000.00 |
| Prince of Peace Kitchen | \$1,000.00 |
| Prince of Peace | \$25,000.00 |
| Salvation Army Greenville | \$10,000.00 |
| Salvation Army Sharon | \$27,321.89 |
| Sharpsville Gardens | \$1,000.00 |
| St. Bart's | \$10,000.00 |
| St. John's | \$500.00 |
| St. Joe's | \$8,000.00 |
| St. P&P | \$4,000.00 |
| Church of Good Shepherd (WMS) | \$6,000.00 |
| Valley Baptist Food Pantry | \$5,000.00 |
| Valley Baptist Feeding Program | \$500.00 |
| Gentle Shepherd Church | \$8,000.00 |
| Oasis Center | \$1,000.00 |
| Christ Lutheran | \$8,000.00 |
| West Hill | \$200.00 |
| Vincent New Beginning | \$3,000.00 |
| First Baptist | \$2,400.00 |

DISCUSSION: Executive Director Rebecca Page advised that the Mercer County Food Bank has implemented their emergency plan to help through the holiday season. There were 10,000 new clients assisted by the food bank in November and 20,000 visits to the Food Bank in total as the need for food assistance is high right now. Commissioner McGonigle asked if there will be a drop

in the number of people assisted with SNAP benefits back in place. Director Page advised the numbers increased for assistance in October but really jumped higher in November. The Food Bank expects a slight decrease in assistance, but many people have signed up for assistance because they now realize they qualify for it.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

MIS

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|------------|--|------------|----------------------|
| # 2025-501 | CDW-G 75 Remittance Dr., Suite 1515 Chicago, IL 60675-1515 | \$4,375.00 | Effective 12/04/2026 |

Resolution to approve the renewal of thirty-one (31) Adobe Pro and one (1) Creative Suite Apps bundle. Costs to be paid by various departments.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

MIS

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|------------|--|----------|----------------------|
| # 2025-502 | CDW-G 75 Remittance Dr., Suite 1515 Chicago, IL 60675-1515 | \$432.50 | Effective 12/04/2025 |

Resolution to approve ten (10) additional Microsoft Licenses for CYS. Cost is prorated for 4 months, and the full amount will be charged in the next payment due in February 2026 and February 2027.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

PUBLIC SAFETY

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|------------|--|----------|------------|
| # 2025-503 | GovConnection, Inc. 732 Milford Road Merrimack, NH 03054 | \$686.00 | 12/04/2025 |

Resolution to approve the purchase of one (1) ProMini computer. This will be used for the stand-alone CLEAN computer that cannot be updated to Windows 11. Cost to be paid from 911 Funds (244).

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

PUBLIC SAFETY

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|---|------------|-----------------------|
| # 2025-504 | PEAKE 8684 Veteran's Hwy Suite 301 Millersville, MD 21108 | \$6,144.60 | 08/01/2025-07/31/2026 |

Resolution to approve annual renewal of satellite service and 24/7 support for the Command Post. This will be paid from 50% Hazmat Fund (250) and 50% EMA Funds (100).

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

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

PUBLIC SAFETY

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|--|-------------|-----------------------|
| # 2025-505 | Quality Enhanced Management Systems, Inc. 530 Mace Street Greensburg, PA 15601-4010 | \$26,250.00 | 01/01/2026-12/31/2026 |

Resolution to approve the annual renewal lease and payment 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. No increase for 2026. Cost to be paid from E 9-1-1 Wireless Funds (244).

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 |
|-------------------|---|--------|----------------------|
| # 2025-506 | eRecording Partners Network 11055 Wayzata Blvd., Suite 250 Minnetonka, MN 55305 | N/A | Effective 12/04/2025 |

Resolution to approve a one (1) year agreement with an option for an additional one (1) year renewal with the vendor to provide an Internet accessible program (DocRouter Plus) to electronically transmit certain documents between County departments. ePN will provide the right to access services and support for the use of DocRouter Plus. There is no cost to the County. DISCUSSION: Recorder Zickar advised this software will enable the Recorder's Office and Tax Assessment Office to share documents electronically once the County's UPI limits take effect on January 5, 2026.

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

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

TREASURER

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|---|----------|----------------------|
| # 2025-507 | GovConnection, Inc. 2275 Research Blvd. Suite 360 Rockville, MD 20855 | \$722.00 | Effective 12/04/2025 |

Resolution to approve the purchase of one (1) Smart Buy ProMini 400 computer for staff use in the Treasurer's Office.

VETERANS AFFAIRS

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|---|-------------|----------------------|
| # 2025-508 | All Quality Memorial Markers 2485 Old Philadelphia Pike P.O. Box 276 Smoketown, PA 17576 | \$10,500.00 | Effective 12/04/2025 |

Resolution to approve the purchase of 700 Veteran grave markers. Price includes the Veteran markers, bronze coating, highlighted text, and rod with locking nut. The markers will be used for Veterans who pass away in the next year or to replace broken/stolen markers of all U. S. Veterans, including the Veterans of World War II, Vietnam, and Korea.

DISCUSSION: Director Bernard Grenier advised he placed the order for the markers at this time due to the costs increasing by \$0.50 next year in order to save some of the Veteran's Office funds.

DISPOSITION OF ASSETS

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|-----------------|--------|----------------------|
| # 2025-509 | N/A | \$1.00 | Effective 12/04/2025 |

Resolution to accept a bid for one (1) wooden coat rack. Item 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.

DISPOSITION OF ASSETS

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE |
|-------------------|-----------------|--------|----------------------|
| # 2025-510 | N/A | N/A | Effective 12/04/2025 |

Resolution to approve the disposal of one (1) lighted map table and seven (7) reams of 3 part NCR carbonless paper. No bids were received.

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

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

GRANTS

| RESOLUTION | GRANTOR | AMOUNT | DATE RANGE |
|-------------------|--|----------------------|-----------------------|
| # 2025-511 | PComp P.O. Box 60769 Harrisburg, PA 17106-0769 | Up to \$35,000.00 | 01/01/2025-12/31/2025 |

Resolution to approve an application for the PComp 2025 Safety Improvement Program Grant to offset the cost of County projects and purchases – mold abatement services in the Maintenance Department, an outside security camera for the Courthouse, and winter anti-slip mats for the entrance and floors of the Courthouse. Total cost is \$35,652.53.

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

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

GRANTS

| RESOLUTION | GRANTOR | AMOUNT | DATE RANGE |
|-------------------|--|------------|-----------------------|
| # 2025-512 | PComp P.O. Box 60769 Harrisburg, PA 17106-0769 | \$2,647.72 | 01/01/2025-12/31/2025 |

Resolution to approve an application for the 2025 PComp Wellness Improvement Program Grant to offset the costs of CPR/AED Training for County Employees and water filters for the water system at the E911 Center and CYS.

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

Seconded: Mr. Finley
Yes-Mr. Finley

Yes-Dr. Coleman

Old Business: None

New Business: Controller Sherman reported that one bid was received for the Tax Collector Fidelity Bonds that was advertised by the Mercer County Regional Council of Governments' Joint Municipal Purchasing Committee. Controller Sherman opened the sealed bids and advised the bid was from Reinhardt's Insurance Agency under Travelers Casualty and Surety Company of America.

Commissioner's Reports:

- Commissioner McGonigle wished the best to the Farrell Steelers Football Team. They will be playing for the football State championship in southern Columbia County on Friday. We hope they all stay safe in the game and they are victorious.
- Commissioner Finley advised of several holiday festivities happening over the weekend. Stoneboro Fairgrounds will have the Tractors and Tinsel Show, the Greenville Christmas Parade, and Mercer Borough Light Up Night on the Square.
- Commissioner Coleman advised the 2026 Commissioner's Meetings will be held on the first and third Thursdays of each month, except for January. Commissioner Coleman asked Chief Deputy Moyer for any information on Shop With A Cop. Chief Moyer said the Sheriff's Office is excited to hold this event again this year. The Sheriff's Office is still receiving donations for this event if anyone is interested in contributing to this worthy cause.

Recess to Salary Board

Public Comment: None

Questions of the Media: Caleb Straight of the Record Argus asked about feedback on the proposed 2026 budget. Commissioner Coleman provided information regarding this inquiry.

Motion to Adjourn

Moved: Mr. McGonigle

Seconded: Mr. Finley

Attest: _____

Chief Clerk

Mercer County Board of Commissioners