

## MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

June 22, 2023

Attendance	Present	Absent	By Phone
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Pledge of Allegiance:**

**Others Present:**

**General Discussion Items:**

**Public Comment on Agenda Items:**

# **2023-268** RESOLUTION to approve **6/15/2023** Commissioners' Meeting MINUTES.

RESOLUTION adopted:

	Moved	2 <sup>nd</sup>	Yes	No	Abstain
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### REFUNDS

# **2023-269** RESOLUTION to approve the following REFUNDS(s) listed effective 06/22/2023.

NAME/ADDRESS	DISTRICT	R. E.	REFUND	REASON
Byler, Daniel L & Mary Ann J 684 Bend Rd New Wilmington, PA 16142	Lackawannock Township	X	\$ 16.51	Part Land Transfer

RESOLUTION adopted:

	Moved	2 <sup>nd</sup>	Yes	No	Abstain
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **HUMAN RESOURCES**

# **2023-270** RESOLUTION to approve the following HUMAN RESOURCES actions.

### **NAME/POSITION**

### **EFFECTIVE**

### **LEVEL/STEP/GRADE**

#### **NEW HIRES**

##### **RECORDER:**

Corina Trowbridge  
Clerical Assistant

7/10/2023

TCC04-00-01 (\$16.58/hr.)

##### **DISTRICT ATTORNEY:**

Rebecca Bruno  
Temporary Director

7/17/2023

PA08-00-01 (\$51,376/yr.)

##### **CHILDREN & YOUTH:**

Larissa Muscarella  
Clerk Typist

6/20/2023

YCL 00-01 (\$16.01/hr.)

#### **TRANSFERS**

##### **DISTRICT ATTORNEY:**

Rebecca Bruno  
Director

8/20/2023

PA08-00-01 (\$51,376/yr.)  
Transfer from Temporary Director

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **HUMAN RESOURCES**

# **2023-271** RESOLUTION to approve the following HUMAN RESOURCES actions.

### **NAME/POSITION**

### **EFFECTIVE**

### **LEVEL/STEP/GRADE**

#### **SEPARATION FROM EMPLOYMENT**

##### **DISTRICT JUSTICE MARTWINSKI:**

Cheryl Locke  
Administrative Assistant

12/15/2023

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **APPOINTMENTS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-272	N/A	N/A	Effective 06/22/2023

Confirm the following appointments/re-appointments to the WEST CENTRAL WORKFORCE DEVELOPMENT BOARD for the term as specified:

Dr. Erin Houston	Optional Community Member (Category E)	07/01/2023–06/30/2026
John Thigpen	Small Business (Category A1)	07/01/2023–06/30/2026
Dom Vadala	Labor Organizations (Category B1)	07/01/2023–06/30/2026
John Greenwood	Business (Category A)	07/01/2023–06/30/2026
Angela Bolois	Small Business (Category A1)	07/01/2023–06/30/2026
Larry Fannie	State Employment Service under Wagner-Peyser (Category D2)	07/01/2023–06/30/2026

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **BRIDGE**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-273	Herbert, Rowland & Grubic, Inc. 220 West Kensinger Drive, Suite 100 Cranberry Township, PA 16066	N/A	07/15/2023–01/15/2024

Extend the completion date of Part 1 (PE and Environmental Clearance) related to Agreement No. L00394 for Mercer County Bridges 2107 & 2108 on Hosack Road in Jackson Twp. The extension is necessary to complete various Preliminary Engineering tasks outlined in the project scope.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **BUILDING AND GROUNDS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-274</b>	Cummins Sales and Service 7145 Masury Road Hubbard, OH 44425	\$2,788.64	06/16/2023–06/16/2026

Renew the power generation system equipment maintenance agreement at the Courthouse and the Powerhouse. The preventative maintenance full service is at a cost of \$561.08, full service and battery inspection is at a cost of \$776.08 and the inspection is at a cost of \$296.80. Cost increased 17% from 2020. Vendor is low apparent responsible quote.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **COMMUNITY FOOD WAREHOUSE OF MERCER COUNTY**

RESOLUTION	GRANTOR	AMOUNT	DATE RANGE
<b># 2023-275</b>	Commonwealth of PA Department of Agriculture Bureau of Food Assistance	N/A	07/01/2023—06/30/2024

Approve the State Food Purchase Program (SFPP) Annual Plan submitted by the designated lead agency, Community Food Warehouse of Mercer County, for the period as noted.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **JUVENILE PROBATION**

RESOLUTION # <b>2023-276</b>	VENDOR/CONTRACT N/A	AMOUNT N/A	DATE RANGE Effective 06/22/2023
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Adopt Firearms Policy in conjunction with Use of Force Policy for the benefit of Probation Officers reporting to the Court of Common Pleas.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **JUVENILE PROBATION**

RESOLUTION # <b>2023-277</b>	VENDOR/CONTRACT Dr. Albert J. Scott 609 N. Hermitage Road Hermitage, PA 16148	AMOUNT \$70.00 Per Hour	DATE RANGE Effective 06/22/2023
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Approve agreement to provide evaluation services for current Juvenile Probation Officers and new hires. Agreement is subject to a thirty (30) day notice of cancellation.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **JUVENILE PROBATION**

RESOLUTION # <b>2023-278</b>	VENDOR/CONTRACT White Oaks Shooting Club 26 Amasa Road Greenville, PA 16125	AMOUNT \$325.00	DATE RANGE 06/22/2023–11/30/2023
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Approve membership for thirteen (13) Juvenile Probation Officers at a cost of \$25.00 per person for completion of firearms training. Vendor is low apparent responsible quote.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **MH/ID**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-279</b>	Mercer County Behavioral Health Commission, Inc. 8406 Sharon-Mercer Road Mercer, PA 16137	TBD	07/01/2023–06/30/2024

Approve the County Agreement on behalf of the MH/ID Program for Fiscal Year 2023-2024. Services to be delivered as a subrecipient include MH/ID fiscal, data and program administrative support, Intake and Assessment, Crisis Intervention, Emergency Delegate, Prevention, Case Management, Supports Coordination, Blended Case Management, MH Peer Support, and Early Intervention Coordination. Scope is limited to anticipated federal and state funding and County will appropriate \$410,000.00 in general match and \$45,000.00 for Drug & Alcohol program support.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **MIS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-280</b>	GovConnection, Inc. 732 Milford Road Merrimack, NH 03054	\$64,328.21	Effective 06/22/2023

Approve purchase of 50 Microsoft Surface laptops. To be allocated:

- CYS – replace 43 units, paid from CYS IT Grant, 80% reimbursement
- Public Defender – 7 units for support of case management software, paid from Fund 322, Capital Reserve Fund

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **MIS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-281</b>	AEC Group 3000 Montour Church Road Oakdale, PA 15071	\$55,182.32	Effective 06/22/2023

Approve purchase of three (3) year maintenance for VDI infrastructure. Paid from Fund 322, Capital Reserve.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **TAX ASSESSMENT**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
<b># 2023-282</b>	Tyler Technologies, Inc. PO Box 203556 Dallas, TX 75320	\$10,685.00	08/01/2023–07/31/2024

Approve renewal of IASWorld Public Access Software Maintenance and Support.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## **VOTER REGISTRATION/ELECTION**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-283	N/A	N/A	Effective 06/23/2023

Approve advertisement for an RFP for Vote by Mail Services to be received at the Office of the Controller, 2 Courthouse, Mercer, PA 16137 by 1:00 pm on Thursday, July 20, 2023. Bids will be opened and publicly announced at the Commissioners Meeting on July 20, 2023, at 3:00 pm. Bidding documents are available on the Mercer County website, page (<https://www.mercercountypa.gov/rfp>) or from the Mercer County Election Director, 130 N. Pitt Street, Suite B, Mercer, PA 16137, during normal operating hours, 8:30 am—4:30 pm, Monday through Friday. The County Commissioners reserve the right to reject any and all bids, or parts thereof, and to waive any informality.

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Timothy M. McGonigle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Boyd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthew B. McConnell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Old Business:**

**New Business:**

**Recess to Salary Board**

**Public Comment:**

**Questions of the Media:**

**Motion to adjourn.**

**Moved:**

**Seconded:**

**Attest:**

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**Chief Clerk**

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**Mercer County Board of Commissioners**

06/22/2023