

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

July 20, 2023

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

Pledge of Allegiance: Was held.

Others Present: Jennifer Hamilton, Ann Morrison, Stephen Sherman, Amber White, Deb Sicilian, Holly Patterson, Ann Coleman, Jim McLusky

General Discussion Items: See Below.

Sealed bids were opened for the RFP for "Vote by Mail" Services. Three bidders submitted responses. One bidder was late in submitting the sealed bid. Commissioners agreed to accept all bids for consideration:

NAME	LOCATION	PRICE
Phoenix Graphics	Rochester, NY	\$29,450
Fort Orange Press	Albany, NY	\$32,100
Election IQ	Akron, OH	\$20,630

Bids will be submitted to the Solicitor for review.

Public Comment on Agenda Items: None.

2023-313 RESOLUTION to approve 7/13/2023 Commissioners' Meeting MINUTES.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

EXPENDITURES

2023-314 RESOLUTION to approve DISBURSEMENTS for the period of 05/28/2023—06/30/2023 in the amount of \$7,438,240.90. Detail as listed:

- \$6,683,685.58 County operations
- \$40,000.00 ERAP Advance
- \$87,923.67 Election Integrity Grant
- \$10,979.42 Witness Fees
- \$4,500.00 County agencies for ERAP Two administration
- \$107,597.26 CDBG Covid projects
- \$3,525.00 Veterans’ Memorial markers
- \$381,199.97 ARPA Funds: Radio Project, Neshannock Creek Watershed, and Reynolds Disposal
- \$118,830.00 Opioid Settlement Fund: Community Arts Experience & Hermitage Rotary

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

REFUNDS

2023-315 RESOLUTION to approve the following REFUNDS(s) listed effective 07/20/2023.

NAME/ADDRESS	DISTRICT	R. E.	REFUND	REASON
First Presbyterian Church of The Borough of Greenville 1 Benninghoff Way Greenville, PA 16125	Greenville Borough	X	\$111.25	Razed Dwelling
Chutz, Dennis M & Gail L 113 Old Hickory Lane Grove City, PA 16127	Pine Township	X	\$177.30	Razed Dwelling & Buildings
Chutz, Dennis M & Gail L 113 Old Hickory Lane Grove City, PA 16127	Pine Township	X	\$6.96	Razed Shed

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

HUMAN RESOURCES

2023-316 RESOLUTION to approve the following HUMAN RESOURCES actions.

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>NEW HIRES</u>		
CHILDREN & YOUTH:		
Nicole Lenhardt Temporary Caseworker I	7/24/2023	YCW 00-01 (\$19.61/hr.)
<u>TRANSFERS</u>		
CLERK OF COURTS:		
Kerry Karsonovich Cost Collections Coordinator	8/14/2023	PA06-06-01 (\$26.93/hr.) Transfer from Cost Collections Coordinator Assistant
Nichole Hallas Cost Collections Coordinator Assistant	8/14/2023	PA04-00-01 (\$18.21/hr.) Transfer from Senior Procedure Clerk
JAIL:		
Trae Brown Corrections Officer	7/23/2023	JCO 00-01 (\$18.32/hr.) Transfer from Part-Time Corrections Officer
<u>SEPARATION FROM EMPLOYMENT</u>		
CLERK OF COURTS:		
Joyce Jackal Cost Collections Coordinator	8/11/2023	
CHILDREN & YOUTH:		
William Spangler Caseworker II	7/20/2023	

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

HUMAN RESOURCES

2023-317 RESOLUTION to approve the following HUMAN RESOURCES actions.

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
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NEW HIRES

DOMESTIC RELATIONS:

Stephanie Sikora Senior Procedure Clerk	7/24/2023	TCN05-00-01 (\$17.10/hr.)
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DISTRICT JUSTICE ODEM:

Carmella Ansinger Senior Procedure Clerk	7/19/2023	TCN06-00-01 (\$17.62/hr.)
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Jordann Wilson Senior Procedure Clerk	7/24/2023	TCN06-00-01 (\$17.62/hr.)
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SEPARATION FROM EMPLOYMENT

JUDGE WALLACE:

Jeffrey Schindel, Jr. Temporary Part-Time Seasonal Intern	7/20/2023	
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JUVENILE PROBATION:

Cheryl Runge Administrative Assistant	1/16/2024	
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RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-320	Citizens Bank, N.A. One Citizens Bank Way Johnston, RI 02919	\$54,000.00 Incoming	09/01/2023–08/31/2026

Approve ATM Operating License Agreement to lease space for a remote, drive-up automated teller machine facility at 107 N. Diamond Street including the “drive thru” lane. Monthly gross rent is \$1,800.00.

RESOLUTION adopted:

	Moved	2 nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

COMMISSIONERS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-321	Common Grounds Mercer, Inc. 114 & 116 N. Pitt St. Mercer, PA 16137	\$10,000.00	Effective 07/20/2023

Approve agreement to issue funds to sponsor a motivational speaker presenting opiate prevention information to Mercer High School students and faculty and to purchase opiate addiction educational books per the Opioid Settlement Fund distribution to the County.

DISCUSSION: If the speaker is well received, the plan is to extend the program to other School Districts in the County.

RESOLUTION adopted:

	Moved	2 nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

COMMISSIONERS

RESOLUTION # 2023-322	VENDOR/CONTRACT BHC Advanced Services, Inc. 8406 Sharon-Mercer Road Mercer, PA 16137	AMOUNT \$39,020.00	DATE RANGE Effective 07/20/2023
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Approve agreement to issue funds for the purchase of medication lockboxes, medication disposal bags and brochures per the Opioid Settlement Fund distribution to the County.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

SECURITY

RESOLUTION # 2023-323	VENDOR/CONTRACT Am-Gard, Inc. 600 Main Street Pittsburgh, PA 15215	AMOUNT \$18.86 Per hour	DATE RANGE Effective 07/24/2023
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Approve renewal of agreement to provide Security Screener personnel for the Mercer County Courthouse and Domestic Relations.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

TAX ASSESSMENT

RESOLUTION # 2023-324	VENDOR/CONTRACT Uline	AMOUNT \$574.88	DATE RANGE Effective 07/14/2023
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Approve purchase of three (3) folding tables for Real Property Tax Reassessment Project. Vendor is low apparent responsible quote.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

TAX ASSESSMENT

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-325	Amazon	\$65.58	Effective 07/16/2023

Approve purchase of six (6) surge protectors for Real Property Tax Reassessment Project. Vendor is low apparent responsible quote.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

VOTER REGISTRATION/ELECTION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-326	U.S. Digital Response 490 43 rd Street, Unit #230 Oakland, CA 94609	\$6,211.00	08/01/2023–12/31/2024

Approve program participation agreement for Poll Worker Management System software and reporting. Cost includes membership payment (\$3,542.00), pass-through cost for third-party tools (\$3,377.00) including the software platform, texting and email capabilities, and a 20% membership discount of (-\$708.00) for seventeen (17) month term. Agreement may be cancelled at any time. Vendor is low apparent responsible quote. Cost to be paid from Election Integrity Grant, Fund 255.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
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"/>	<input type="checkbox"/>

Old Business: None.

New Business: None.

Public Comment: Ann Coleman announced that July 20th is “Pennsylvania Day”, and they are supporting “Feeding America.” She participated in handing out 100 meals from the Community Food Warehouse mobile food truck to residents in Mercer Borough. The Community Food Warehouse is able to serve 13 meals with a \$1.00 donation.

Ann also said the “History of Mercer County” podcasts for America250PA are delayed due to changes at the Historical Society in Mercer. She will follow up concerning the delay.

Questions of the Media: None.

Motion to adjourn.

Moved: Mr. McGonigle

Seconded: Mr. Boyd

Attest:

Chief Clerk

Mercer County Board of Commissioners