

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

August 31, 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: Nicki Biles, Thad Hall, Bill Madden, Ann Morrison, Cindy Whitman, Melissa Klaric, Caleb Stright, Jim McLusky

General Discussion Items: See Below.

Commissioners announced that the Agricultural Conservation Assistance Program (ACAP) provides financial and technical assistance for the implementation of best management practices (BMPs) on agricultural operations within the Commonwealth. The program was funded from the Clean Streams Fund to reduce non-point source (NPS) pollution in Commonwealth streams, rivers, and waterbodies. ACAP is administered by the State Conservation Commission and is delegated to participating conservation districts for local implementation of the program. Mercer County Conservation District has received two allocations of funding of \$600,000 each. Farmers and Producers are eligible to apply and are encouraged to take advantage of the program. Funding needs to be spent by 2026.

Commissioners reported that Saul Run Dam was damaged by vandals who attempted to steal a 150-pound diamond steel plate covering the well. Brass pins were removed, and the plate was dropped into the well. It took the collaborative efforts of several fire departments to retrieve and replace the plate. Thank you to the many volunteers who helped in the recovery. The Conservation District does set up cameras at the dams and they will prosecute vandals.

Voter Registration/Election Director Hall announced that today is Cindy Whitman's 30th anniversary with the Mercer County Election Office. Commissioners offered congratulations.

Hall reported that the State may change the date for the Presidential Primary Election, so Pennsylvania is considered more significant. This possible change may impact the available time for processing mail applications, as well as the availability of Poll Workers, due to the Palm Sunday, Easter, and Passover holidays.

The Statewide Uniform Registry of Electors (SURE System), built in 2004, is not scheduled for replacement until 2025. As a best practice, Mercer County downloads elector files every 48 hours, beginning October 1st through the day before the election, so they can rebuild pollbooks and voter registrations, if needed.

Public Comment on Agenda Items: None.

2023-382 RESOLUTION to approve **8/24/2023** 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"/>

REFUNDS

2023-383 RESOLUTION to approve the following REFUNDS(s) listed effective 08/31/2023.

NAME/ADDRESS	DISTRICT	R. E.	REFUND	REASON
WBR Holdings, LLC 1030 Torrey Pines St Warren, OH 44484	Greene Twp	X	\$ 1,246.34	Building Razed Due to Fire
Hoover, David M 3757 Hubbard Middlesex Rd West Middlesex, PA 16159	Shenango Twp	X	\$ 20.28	Corrected Lot Size per Deed
Wiand, Tyler P & Amber R ** 663 North Perry Highway Mercer, PA 16137	Jackson Twp	X	\$18.25	Parcels combined per Deed & Plan

** Correction of entry from 08/24/2023. Wrong refund amount was submitted. **

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

2023-384 RESOLUTION to approve the following HUMAN RESOURCES actions.

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>TRANSFERS</u>		
E-911 CENTER:		
Alicia Miller Telecommunicator Supervisor	9/17/2023	PA06-03-01 (\$21.03/hr.) Transfer from Telecommunicator

SEPARATION FROM EMPLOYMENT

JAIL:	
Shawna Hartman Corrections Officer	9/6/2023
Phillip Fusco Corrections Officer	9/7/2023

CHILDREN & YOUTH:	
Brittany Breese Caseworker Supervisor/Program Specialist	8/15/2023

BUILDING & GROUNDS:	
Jeremiah Heiser Custodian	9/8/2023

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

2023-385 RESOLUTION to approve the following HUMAN RESOURCES actions.

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>SEPARATION FROM EMPLOYMENT</u>		
DISTRICT JUSTICE ODEM:		
Carmella Ansinger Senior Procedure Clerk	8/25/2023	

08/31/2023

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"/>

BRIDGE

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-386	TranSystems and Mercer County/L00395	\$311,073.86	Effective 7/31/2021

Amend 2020-279 related to a Consultant Agreement between Mercer County and CDI-Infrastructure, LLC d/b/a L. R. Kimball for Mercer County Bridges 2707 and 2717 on East Gilmore Road in Wolf Creek Township. This project is 100% federally funded. The vendor has requested that payments to be made to TranSystems Corporation.

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"/>

COMMUNITY FOOD WAREHOUSE OF MERCER COUNTY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-387	Community Food Warehouse of Mercer County (CFWMC) 109 S. Sharpsville Ave., Ste. A Sharon, PA 16146	\$162,003.09	Effective 08/31/2023

Approve Member Agency allocations for the 2023-2024 Pennsylvania State Food Purchase Program (SFPP). Funding is received by Mercer County and amounts are commensurate with quantities of food purchased and number of people served by each agency:

Salvation Army, Sharon Food Pantry	\$40,000.00
Prince of Peace Food Pantry	\$27,000.00
Good Shepherd Food Pantry	\$12,000.00
Central Community Outreach Center	\$10,000.00
Salvation Army, Greenville	\$9,000.00
Grove City Food Pantry	\$9,000.00
St. Joseph's Food Pantry	\$8,000.00

Lakeview Area Helping Hands	\$8,000.00
Episcopal Community Services	\$8,000.00
Good Shepherd Feeding Site	\$6,000.00
MilitaryShare - CFWMC	\$5,003.09
St. John's Community Kitchen	\$3,000.00
Community Counseling Center	\$3,000.00
Saints Peter and Paul	\$3,000.00
St. Barts	\$3,000.00
Valley Baptist Church	\$2,000.00
Jamestown Food Pantry	\$1,500.00
Cedar Avenue Church of God	\$1,300.00
Commodore Perry Food Pantry	\$1,200.00
Sharpsville Gardens	\$1,000.00
Sharon First United Methodist	\$500.00

COMMENTS: Rebecca Page, Executive Director of CFWMC, was not able to attend the meeting and she asked that her comments be presented. “The need for food assistance is greater than it was during the height of the pandemic. CFWMC is experiencing 73% increase in distribution of food and need throughout Mercer County. As of June 30th, CFWMC distributed over 1.2 million pounds of food, which is the amount of food distributed in all of calendar year 2022. We anticipate distributing over 2 million pounds of food by the end of December.”

DISCUSSION: Commissioners stated that during COVID-19 SNAP benefits were increased. The extra benefits were discontinued as of 02/2023. Many families had factored the extra funds into their budgets and were unprepared for the increase in the cost of food and the loss of benefits. Commissioners requested that people consider volunteering at the Food Warehouse. There is a need for more workers to meet the increased demand.

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"/>

JAIL

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-388	Securitas Technology Corporation Dept. CH 10651 Palatine, IL 60055	\$1,588.77	Effective 08/31/2023

Approve monitoring and maintenance charges for security system components. Vendor is low apparent responsible quote.

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"/>

RECORDER OF DEEDS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-389	High Tech Accessory Items, Inc. 3661 Sunset Ave Rocky Mount, NC 27804	\$1,321.00	10/01/2023–09/30/2024

Approve annual software renewal for key fobs and DocuGate software for public users to prepay for copies from online records (DG-SW).

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"/>

DISPOSITION OF ASSETS

RESOLUTION # **2023-390** VENDOR/CONTRACT N/A AMOUNT < \$1,000.00 DATE RANGE Effective 08/31/2023

Post notice of sale for items listed below. The items are valued at less than \$1,000.00. Bids for items are due no later than 09/11/2023 at the office of the Chief Clerk. Items are being sold in “as-is”, “where-is” condition with no implied warranties or guarantees. County reserves the right to accept or reject any and all bids.

- Duplo Paper Folder – D-590 with (torn) cover. Documents need to be manually fed into machine.
- 1 - 3” black binder
- Fellowes EH310-50 Flex Arm Document Holder
- Three (unopened) HP 90A toner cartridges

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"/>

DISPOSITION OF ASSETS

RESOLUTION # **2023-391** VENDOR/CONTRACT N/A AMOUNT \$0.00 DATE RANGE Effective 08/31/2023

Approve for disposal items listed below. No bids received.

- seven binders, 1” and 2”

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"/>

GRANTS

RESOLUTION # 2023-392	GRANTOR Pennsylvania Department of Community and Economic Development (DCED)	AMOUNT \$374,859.23	DATE RANGE Effective 08/31/2023
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Accept the Election Integrity Grant Program (EIGP) award. It provides grants to Counties for the administration of elections. The grant fund was established as an amendment to the Pennsylvania Election Code per the Act of July 11, 2022. No County match required.

RESOLUTION adopted:

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

Old Business: None.

New Business: None.

Public Comment: None.

Questions of the Media: None.

Motion to adjourn.

Moved: Mr. McGonigle

Seconded: Mr. Boyd

Attest:

Chief Clerk

Mercer County Board of Commissioners