

**MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS**

**October 5, 2023**

<b>Attendance</b>	<b>Present</b>	<b>Absent</b>	<b>By Phone</b>
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, Jennifer Hamilton, Bill Madden, Ann Morrison, Lee Ann Sok, Amber White, Melissa Klaric, Caleb Stright

**General Discussion Items:** See Below.

The 10/12/2023 Commissioners' Meeting is cancelled.

Request for Use of Courthouse Grounds by Mercer Area Chamber of Commerce for Christmas on the Square on 12/01/2023 was approved.

Voter Registration/Election Director Hall provided the following updates:

- Ballots will be mailed on 10/10/2023 to the electorate on the permanent mailing list.
- Precincts are well staffed with poll workers and training is in process.
- Two precincts will be changing:
  - New Lebanon will move to the Community Church.
  - Grove City #4 will move to the USIS Building.
- The date for the PA Primary is still under discussion. No decision has been made to move it earlier to March or April by the State legislature.

**Public Comment on Agenda Items:** None.

**# 2023-443 RESOLUTION to approve 9/28/2023 Commissioners' Meeting MINUTES.**

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"/>
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"/>

**PROCLAMATIONS**

# **2023-444** RESOLUTION to approve a PROCLAMATION to recognize Mercer County Career Center’s 50th anniversary of providing Career and Technical education to secondary school students and adults, fulfilling a critical need in the community.

DISCUSSION: Commissioners commented that the enrollment at the Career Center is at an all-time high, and this is a positive trend showing that there are other opportunities for education and employment besides college or university.

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"/>
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"/>

**ADMINISTRATIVE APPROVALS**

# **2023-445** RESOLUTION to approve ADMINISTRATIVE ACTIONS executed by the Chair on behalf of the Board of Commissioners for the period of 09/01/2023–09/30/2023.

- Amendment 1 to Master Agency Agreement by and between Alcohol Monitoring Systems Inc. and Mercer County
- Wimer Public Safety Group Inc Quote – Mercer County Jail
- Securitas Technology Service Agreement for Mercer County Jail
- Gabriel/Fera – Fee Agreement/Contract Term
- Steel City Fueling Systems – Mercer County Jail – Proposal to Upgrade Aboveground Storage Tank Piping
- Johnson Controls planned service proposal
- Tyler Technologies Vetraspec License Purchase Order -VA office
- IPP Community Service Program – Grove City projects
- Keystone Acquisition Services Corp – Settlement with John Jordon @ \$1,503.75
- Keystone Acquisition Services Corp – Settlement with Edward J. Lashinsky and Sandra A. Lashinsy @ \$701.50
- Keystone Acquisition Services Corp – Settlement with Jerome Little and Marketta L. Little @ \$1,504.50
- PA DCED for ACCESS Grant @\$10,290
- Maher Duessel Management Representation letter for audit

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"/>
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**

# **2023-446** RESOLUTION to approve the following REFUNDS(s) listed effective 10/05/2023.

<b>NAME/ADDRESS</b>	<b>DISTRICT</b>	<b>R. E.</b>	<b>REFUND</b>	<b>REASON</b>
<b>**Correct Refund Amount**</b>				
Godfrey, Philip C & Viola A 28 N Water St Greenville, PA 16125	Greenville Boro	X	\$27.23	Part Land Transfer

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"/>
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"/>

### **CYS**

# **2023-447** RESOLUTION to enter into AGREEMENTS(s) with the following providers for services listed.

EFFECTIVE 07/01/2023—06/30/2024

<b>VENDOR</b>	<b>PROGRAM</b>		<b>RATE</b>	<b>TERM</b>
<b>Bethany Christian</b>	Foster Care Level 1	AW	\$ 39.29	Daily
<b>Services of Western PA</b>	Foster Care Level 2	BW	\$ 49.78	Daily
10521 Perry Highway Suite 200 Wexford, PA 15090	Foster Care Level 3	CW	\$ 70.00	Daily

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"/>
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"/>

10/05/2023

**HUMAN RESOURCES**

# 2023-448 RESOLUTION to approve the following HUMAN RESOURCES actions.

<b>NAME/POSITION</b>	<b>EFFECTIVE</b>	<b>LEVEL/STEP/GRADE</b>
<b><u>TRANSFERS</u></b>		
<b>SOIL CONSERVATION:</b>		
Megan Miller Part-Time Summer Intern	10/10/2023	ENV11-10-00 (\$13.00/hr.) Transfer from Part-Time Summer Intern Mosquito Borne Disease Control

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"/>
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**

# 2023-449 RESOLUTION to approve the following HUMAN RESOURCES actions.

<b>NAME/POSITION</b>	<b>EFFECTIVE</b>	<b>LEVEL/STEP/GRADE</b>
<b><u>SEPARATION FROM EMPLOYMENT</u></b>		
<b>JUDGE AMRHEIN:</b>		
Ashley D’Onofrio Administrative Assistant	11/1/2023	

<b>DOMESTIC RELATIONS:</b>		
Stephanie Sikora Administrative Assistant	9/29/2023	

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"/>
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"/>

**APPOINTMENTS**

RESOLUTION    VENDOR/CONTRACT    AMOUNT    DATE RANGE  
# 2023-450    N/A    N/A    Effective 10/05/2023

Confirm the following Reappointment to the MENTAL HEALTH/INTELLECTUAL DISABILITIES ADVISORY BOARD for the term as specified:

Terri Gabany                      11/01/2023—10/31/2026

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"/>
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  
# 2023-451    HRV Conformance    As Listed    Effective 10/05/2023  
Verification Associates, Inc.  
420 Rouser Road, Suite 400  
Moon Township, PA 15108

Amend 2023-376 to extend the agreement for shop inspection of fabricated structural steel related to the rehabilitation project for Bridge 2007. Rates remain the same at \$83.00 per hour and \$0.665 per mile reimbursement. These are professional services.

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"/>
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
# 2023-452	Pymatuning Property Maintenance LLC 2090 West State Street Jamestown, PA 16134	\$195.00 Per occurrence	Effective 10/05/2023

Approve agreement for snow and ice removal from the parking area and walkways at the Mercer County Bridge Department, 104 Mortenson Rd., Greenville.

RESOLUTION adopted:

	Moved	2 <sup>nd</sup>	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
# 2023-453	N/A	N/A	Effective 06/09/2022

Mercer County Board of Commissioners does hereby support the Pennsylvania Commission for the United States Semiquincentennial (AMERICA250PA) and confirms the appointment of Ann Coleman from Mercer County to the America250PA Advisory Committee.

RESOLUTION adopted:

	Moved	2 <sup>nd</sup>	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"/>

**COURTS**

RESOLUTION # <b>2023-454</b>	VENDOR/CONTRACT Pymatuning Property Maintenance LLC 2090 West State Street Jamestown, PA 16134	AMOUNT \$230.00 Per occurrence	DATE RANGE Effective 10/05/2023
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Approve agreement for snow and ice removal from the parking area and walkways at the Mercer County District Court 35-3-03, 14 N. Race Street, Greenville.

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"/>
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"/>

**MIS**

RESOLUTION # <b>2023-455</b>	VENDOR/CONTRACT B&H Photo-Video 420 Ninth Avenue New York, NY 10001	AMOUNT \$5,933.11	DATE RANGE Effective 09/28/2023
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Approve purchase of production scanner for scanning Docket Books as PDF/A, in compliance with PAHMC standards for permanent storage. Typed Dockets will be searchable. Original books will be destroyed or sent to PA State Archives. Cost to be paid from Fund 307, County Records Improvement 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"/>
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 # <b>2023-456</b>	VENDOR/CONTRACT ComDoc, Inc. PO Box 936697 Atlanta, GA 31193	AMOUNT \$2,145.00	DATE RANGE Effective 09/28/2023
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Approve purchase of printer replacing two older printers that need to be repaired. The printer has been added to the County’s copier/printer service contract through ComDoc. Cost of the printer is paid from Fund 310, Recorder’s Records Improvement 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 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"/>

**DISPOSITION OF ASSETS**

RESOLUTION # <b>2023-457</b>	VENDOR/CONTRACT N/A	AMOUNT \$0.00	DATE RANGE Effective 10/05/2023
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Approve for disposal. No bids received.

- 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

RESOLUTION adopted:

	<b>Moved</b>	<b>2<sup>nd</sup></b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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"/>

**DISPOSITION OF ASSETS**

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2023-458	N/A	< \$2,000.00	Effective 10/05/2023

Approve notice of sale. Bids for items are due no later than 10/16/2023 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.

- Two HP 9040 printers with 2,000 sheet 8-bin mailboxes

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"/>
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	GRANTOR	AMOUNT	DATE RANGE
# 2023-459	Commonwealth of PA Department of Human Services Bureau of Managed Care Operations (MATP) Box 2675 Harrisburg, PA 17105	\$862,257.00	07/01/2023–06/30/2024

Amend 2023-312 to accept Medical Assistance Transportation Program (MATP) funding. Funds to be administered per MATP Standards and Guidelines, Title 55, Pennsylvania Code, Part IV, Chapter 2070 and State and other Federal guidelines as outlined.

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"/>
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 # <b>2023-460</b>	VENDOR/CONTRACT Mercer County Area Agency on Aging 133 N. Pitt Street Mercer, PA 16137	AMOUNT \$862,257.00	DATE RANGE Effective 07/01/2023
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Engage agency as a sub-recipient under our existing Memorandum of Understanding for the administration of Medical Assistance Transportation Program (MATP) Grant Agreement awarded September 26, 2023 for FY 2023-2024. Funds to be administered per MATP Standards and Guidelines, Title 55, Pennsylvania Code, Part IV, Chapter 2070, and State and other Federal guidelines as outlined.

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"/>	✓
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 # <b>2023-461</b>	GRANTOR Department of Human Services, Office of CYF Annex, H & W Building Harrisburg, PA 17120	AMOUNT Up to \$40,000.00	DATE RANGE Effective 10/05/2023
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Approve an application pursuant to submission of a POSC grant interest form for a Plans of Safe Care Grant per The Comprehensive Addiction and Recovery Act (CARA) of the Child Abuse Prevention and Treatment Act (CAPTA). Funds will be used to address the needs of infants affected by exposure to both legal and illegal substances. These are Federal funds and there is no County match required. Grant performance period is 07/01/2023—06/30/2024.

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"/>
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 # <b>2023-462</b>	GRANTOR Pennsylvania Emergency Management Agency (PEMA) (Agent for Commonwealth of PA) 1310 Elmerton Avenue Harrisburg, PA 17110	AMOUNT \$14,004.00	DATE RANGE Effective 04/14/2023
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Approve an application for the Hazardous Material Response Fund (HMRF). Allocation is to support salaries for eligible staff and LEPC administrative operational costs. Performance period is 07/01/2023—06/30/2024.

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"/>
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:** None.

**Questions of the Media:** None.

**Motion to adjourn.**

**Moved:** Mr. McGonigle

**Seconded:** Mr. Boyd

**Attest:**

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**Chief Clerk**

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**Mercer County Board of Commissioners**