

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

January 4, 2024

Attendance	Present	Absent	By Phone
Timothy M. McGonigle	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	✓	<input type="checkbox"/>	<input type="checkbox"/>

Prayer: Pastor Chuck Schwartz

Pledge of Allegiance: was held

Others Present: Mary Jo Basilone DePreta, Thad Hall, Frank Jannetti, John Logan, William McConnell, Stephen Sherman, Roni Shilling, Amber White, Tanya Williams, Dan Micsky, Joanie Micsky, Christian McElhaney, Pastor Churck Schwartz, Ann Morrison, Melissa Klaric, Caleb Stright

General Discussion Items: Commissioner Coleman welcomed Solicitor William McConnell to his first meeting along with Christian McElhaney, new fiscal assistant.

Public Comment on Agenda Items: Commissioner Coleman said that Resolution 2024-19 will not be part of the meeting per the advice of Solicitor McConnell.

2024-008 RESOLUTION to approve **12/14/2023** Commissioners' Meeting MINUTES.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

2024-009 RESOLUTION to approve **1/2/2024** Commissioners' Meeting MINUTES.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

ADMINISTRATIVE APPROVALS

2024-010 RESOLUTION to approve ADMINISTRATIVE ACTIONS executed by the Chair on behalf of the Board of Commissioners for the period of 12/01/2023–12/31/2023.

- Emergency Solutions Grant \$126, 575.00
- CDBG – 2020 Greenville Code Enforcement - \$1548.81
- CDBG – 2022 Greenville Administration - \$933.52
- PCoRP Application
- Mercer County Reassessment - Acknowledgement of Document
- DCED - Keystone Communities Program Payment Request - \$19,516.65
- Act 14 Discharge System Permit – PA DEP
- AEC Group – Nutanix Refresh of G6 with G9s-5 year \$261,664.49
- AEC Group – Cirix Renewal – 5 years - \$139,967.59
- Final Fiscal Status Report FY 202 CDBG-CV Contract Period 7/8/22-5/31/23

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

REFUNDS

2024-011 RESOLUTION to approve the following REFUNDS(s) listed effective 01/04/2024.

NAME/ADDRESS	DISTRICT	R. E.	REFUND	REASON
Vernon, Beth & Isaiah 16 Oakview Dr Greenville, PA 16125	Greenville Borough	X	\$180.92	Sold at Tax Sale
Groce, Ronnie L 368 Mercer Rd Greenville, PA 16125	Greenville Borough	X	\$83.44	Assessment Appeal
STBR Properties, LP 260 Donation Rd Greenville, PA 16125	Hempfield Twp	X	\$10,340.42	Court Order Assessment Appeal

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

HUMAN RESOURCES

2024-012 RESOLUTION to approve the following HUMAN RESOURCES actions.

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>NEW HIRES</u>		
SOLICITOR:		
William McConnell, Jr. Solicitor	1/2/2024	SOL1-30-00 (\$51,313.31/yr.)
CHILDREN & YOUTH:		
Cassidy Murray Temporary Caseworker I	1/8/2024	YCW 00-01 (\$19.61/hr.)
E-911 CENTER:		
Aryn Ayala Telecommunicator	12/18/2023	** POSITION & RATE CORRECTION ** TCE 00-02 (\$17.97/hr.)
Kelly Snyder Telecommunicator	1/2/2024	TCE 00-02 (\$17.97/hr.)
Natasha Mikush Telecommunicator	1/4/2024	TCE 00-02 (\$17.97/hr.)
INTERMEDIATE PUNISHMENT:		
Christopher Thrasher Specialty Court Coordinator	1/2/2024	PA06-00-01 (\$22.32/hr.)
Aimee Gillispie Specialty Court Coordinator	1/9/2024	PA06-00-01 (\$22.32/hr.)
VOTER REGISTRATION:		
Laura Poole Clerical Assistant	1/16/2024	TCC05-00-01 (\$16.94/hr.)

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
PROTHONOTARY:		
Jorneyliz Sines Clerical Assistant	1/16/2024	TCN06-00-01 (\$18.32/hr.)
TRANSFERS		
SHERIFF:		
David Moyer Chief Deputy Sheriff	1/2/2024	PA07-06-01 (\$55,637/yr.) Transfer from Deputy Sheriff
Daniel Harris Deputy Sheriff	1/2/2024	SD00-01-01 (\$23.70/hr.) Transfer from Part-Time Deputy Sheriff
COMMISSIONERS:		
Roni Shilling Senior Chief Clerk	1/2/2024	PA08-09-01 (\$71,560/yr.) Transfer from Chief Deputy Sheriff (Sheriff)
CHILDREN & YOUTH:		
Nicole Lenhardt Caseworker I	12/17/2023	YCW 00-01 (\$19.61/hr.) Transfer from Temporary Caseworker I
Amanda Zeljak Temporary Caseworker I	1/22/2024	YCW 00-01 (\$20.05/hr.) Transfer from Telecommunicator (E-911 Center)
INTERMEDIATE PUNISHMENT:		
Ariel Coupland Direct IP/ARD Coordinator	1/2/2024	PA06-02-01 (\$23.44/hr.) Transfer from Specialty Court Coordinator
E-911 CENTER:		
John Guerrini Telecommunicator	12/31/2023	TCE 00-02 (\$17.97/hr.) Transfer from Part-Time Telecommunicator

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
SEPARATION FROM EMPLOYMENT		
CHILDREN & YOUTH:		
Dayna Trowbridge Fiscal Operations Officer II	1/19/2024	
JAIL:		
Trae Brown Corrections Officer	12/16/2023	** DATE CORRECTION **
Brian Gordon Corrections Officer	12/23/2023	
DISTRICT ATTORNEY:		
Robert Hartley, Jr. First Assistant District Attorney	12/29/2023	
PUBLIC DEFENDER:		
Rachel Lang Administrative Assistant	12/19/2023	
PROTHONOTARY		
Tanya Williams First Deputy	12/31/2023	
SHERIFF:		
Timothy Callahan Deputy Sheriff	12/31/2023	

RESOLUTION adopted:

	Moved	2 nd	Yes	No	Abstain
Timothy M. McGonigle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPOINTMENTS

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE
2024-015 N/A N/A Effective 01/04/2024

Confirm the following appointment to the NORTHWEST COMMISSION BOARD for the term and representation as specified:

Ann Coleman Commissioner 01/01/2024—12/31/2025

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

APPOINTMENT

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE
2024-016 N/A N/A Effective 01/04/2024

Confirm the following Appointment to the EMERGENCY FOOD AND SHELTER (EFSP)/STATE FOOD PURCHASE (SFPP) BOARD for the term as specified:

William Finley, Jr. Mercer County Representative 01/01/2024—12/31/2025

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"/>
William Finley, Jr.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BRIDGE

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE
2024-017 N/A N/A Effective 01/01/2024

Approve signing of Federal Aid Project agreements by any one of the three Commissioners after authorization by a majority thereof.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

BRIDGE

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE
2024-018 N/A N/A Effective 01/01/2024

Approve signing of Non-Federal Aid Project agreements by any one of the three Commissioners after authorization by a majority thereof.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

DISTRICT ATTORNEY

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE
2024-019 Pennsylvania District N/A 01/01/2024–12/31/2024
 Attorneys Institute
 2929 N Front Street
 Harrisburg, PA 17110

Approve renewal agreement to implement PA SAVIN system for victim information and notification, 24/7 via toll-free phone line, web access, SMS or TTD. The maintenance fee is at no cost to the County. The County shall refresh inmate population data every 30 days.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

FISCAL

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-020	N/A	Up to \$8,000,000.00	Effective 01/04/2024

Authorize the temporary cash advance to General Fund from Capital Reserve Fund and Operating Reserve Fund to provide liquidity to the General Fund for payment of expenditures authorized in the County Budget until 2024 real estate tax payments are received. Advances made will be repaid together with interest at the current earnings rate by the end of June 2024 or sooner.

Budget for advances:

From Fund 322 Capital Reserve Fund	\$1,000,000
From Fund 105 Operating Reserve Fund	\$7,000,000

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

JAIL

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-021	The Hearn Paper Company 556 N. Meridian Road Youngstown, OH 44509	\$3,424.09	Effective 12/20/2023

Approve purchase of two (2) floor buffing, stripping machines and accessories. Current equipment is end of life. Vendor is low apparent responsible quote.

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"/>
William Finley, Jr.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PUBLIC SAFETY

RESOLUTION # 2024-022	VENDOR/CONTRACT ESO Solutions, Inc. PO Box 67449 Dallas, TX 75267	AMOUNT \$1,344.98	DATE RANGE 01/08/2024—01/07/2025
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Approve renewal of online scheduling, messaging, and reporting software for 39 employees. Cost to be paid from Fund 244, E-911 Operating Fund.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

PUBLIC SAFETY

RESOLUTION # 2024-023	VENDOR/CONTRACT McCutcheon Enterprises, Inc. PO Box 74807 Cleveland, OH 44194	AMOUNT \$2,500.00	DATE RANGE Effective 12/11/2023
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Approve renewal of Emergency Response Contract for 2024, per Act 165, designating vendor as a preferred contractor for hazmat incidents. Cost to be paid from Fund 250 Hazmat Fund.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

DISPOSITION OF ASSETS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-024	N/A	\$150.00	Effective 12/15/2023

Accept bid as listed. Items are being sold in “as-is,” “where is” condition with no implied warranties or guaranties.

- Canon IPF770
- Colortrac SmartLF Ci40
- PFI-107BK (2)
- PFI-107Y
- PFI-107M
- PFI-107C

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

DISPOSITION OF ASSETS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-025	N/A	< \$2,000.00	Effective 01/04/2024

Approve notice of sale. Bids are due no later than 01/16/2024 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.

- Five (5) tabletop, 40” X 46,” plexiglass shields
- Four (4) incline file sorters, 8 slots, 3 are black, 1 is silver
- Two (2) black plastic desk trays, stackable, letter-size
- One (1) black plastic pencil drawer organizer

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

GRANTS

RESOLUTION # 2024-026	GRANTOR PCOMP Insurance Program County Commissioners Association of PA	AMOUNT \$35,000.00	DATE RANGE Effective 12/22/2023
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Approve the application for a Safety Improvement Program Grant.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

GRANTS

RESOLUTION # 2024-027	GRANTOR PCOMP Insurance Program County Commissioners Association of PA	AMOUNT \$35,000.00	DATE RANGE Effective 12/29/2023
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Accept the grant award for a Safety Improvement Program Grant. The funds will be used to offset the purchase and installation of Consoles for the 911 Center. The total cost of the 2023 project is \$329,354.10. The balance of the cost has been paid by Fund 243, E-911 Wireless.

RESOLUTION adopted:

	Moved	2nd	Yes	No	Abstain
Timothy M. McGonigle	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>
William Finley, Jr.	<input type="checkbox"/>	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
Ann Coleman	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

Old Business: None

New Business: None

Recess to Salary Board

Public Comment: None

Questions of the Media: Asked and answered

Motion to adjourn.

Moved: Commissioner Finley

Seconded: Commissioner McGonigle

Attest:

Chief Clerk

Mercer County Board of Commissioners