

MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

August 15, 2024

Members Present: Commissioner McGonigle/by phone, Commissioner Finley,
Commissioner Coleman

Prayer: Father Andrew Boyd, Immaculate Heart of Mary, Mercer

Pledge of Allegiance: Was held.

Others Present: Peter Acker, Nicki Biles, Rebecca Bruno, Jared Hoffacker, John Logan, Bill McClure, Christian McElhaney, Dave Moyer, Stephen Sherman, Amber White, Dee Dee Zickar, Jacob Scarvel, Tom Doyle, Michael Yeatts, Chris Conti, Peter Messina, Angie Urban, Jeff Feola, Joanie Micsky, Bill McConnell, Caleb Stright, Roni Shilling

General Discussion Items: None

Public Comment on Agenda Items: No comments

2024-334 RESOLUTION to approve 08/01/2024 Commissioners' Meeting MINUTES:

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

PROCLAMATIONS

2024-335 RESOLUTION to approve a PROCLAMATION to recognize the Fairfield Presbyterian Church on Deer Creek Road in New Vernon Township, celebrating the 225th anniversary of its founding on September 8, 2024. This church was founded in 1799 and was the first Presbyterian church to be established in Mercer County.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

ADMINISTRATIVE APPROVALS

2024-336 RESOLUTION to approve ADMINISTRATIVE ACTIONS executed by the Chair on behalf of the Board of Commissioners for the period of 07/01/2024 – 07/31/2024.

- Exempt Status Determination – Contract C000082754 (FY 2021) MC OBO Grove City Borough
- Exempt Status Determination – Contract C000086331 (FY 2022) MC OBO Grove City Borough
- Mitigation Measures & Conditions MCRPC
- Federal Funding Accountability & Transparency Act C000089711
- Worker Protection & Investment Certification Form
- Application for Reimbursement Mosquito Borne Disease Control Grant
- Maher Duessel Scope of Services Contract C000080532

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

REFUNDS

2024-337 RESOLUTION to approve the following REFUND(s) listed effective 08/15/2024.

NAME/ADDRESS	DISTRICT	R.E.	REFUND	REASON
FGFLP Limited Partnership Etal Pine Run Professional Ctr 315 Highland Road, Suite C Hermitage, PA 16148	Hermitage B	X	\$3,744.25	Combined Property Cards
McElhaney, Gary L & Anita 370 Pulaski Road Pulaski, PA 16143	Shenango Twp	X	\$ 440.75	Part Land / Building Transfer
Burris, David H & Franki 26 Beech Street Stoneboro, PA 16153	Stoneboro Boro	X	\$ 243.04	Veteran Exemption
Coryea, Kenneth & Cheryl 2001 Mercer New Wilmington Rd. New Wilmington, PA 16142	Wilmington Twp	X	\$ 52.05	Part Land Transfer

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

CYS

2024-338 RESOLUTION to enter into AGREEMENT with the following provider for services listed.

EFFECTIVE 07/01/2024 – 06/30/2025

VENDOR	PROGRAM	RATE	TERM
Mercer County Family Center -	Girls on the Run (GOTR)	\$22.00	Per Hour
Greenville Site Addendum	Heart and Sole (H&S)	\$22.00	Per Hour
1609 Brentwood Drive			
Greenville, PA 16125	*County will be billed by actual expenses		
	incurred monthly.		

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

HUMAN RESOURCES

2024-339 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION**EFFECTIVE****LEVEL/STEP/GRADE****NEW HIRES****JAIL**

Shane Endres
Corrections Officer

08/12/2024

JCO 00-01 (\$18.78/hr.)

COMMISSIONERS

Aliyah Hunt
Temporary Part-Time Intern

08/26/2024

ENVI1-10-00 (\$13.00/hr.)

E-911 CENTER

Machella Lamont
Part-Time Telecommunicator

07/31/2024

TCE 00-01 (\$16.89/hr.)

DISTRICT ATTORNEY

Anthony Masotto
Investigator DRS/DA

08/12/2024

PA06-05-01 (\$26.88/hr.)

Zachary Longstreth
Assistant District Attorney

08/13/2024

**** DATE CORRECTION ****
ATTY 00-01 (\$65,331/yr.)

TRANSFERS**CHILDREN & YOUTH**

Kimberly Lowers
Caseworker Supervisor
Supervisor

08/11/2024

PA07-01-01 (\$24.86/hr.)
Transfer from Temp. Caseworker

Tara Whitman Assistant Director	08/11/2024	PA08-09-01 (\$74,422.40/yr.) Transfer from Acting Assistant Director
Jodi Watt Temporary Caseworker Supervisor	08/25/2024	YCW 08-01 (\$27.14/hr.) Transfer from Caseworker II

JAIL

Hannah Tichansky Corrections Officer	07/28/2024	JCO 00-01 (\$18.78/hr.) Transfer from Part-Time Corrections Officer
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SEPARATION FROM EMPLOYMENT

JAIL

Erika Finn Corrections Officer	08/08/2024
Logan McIlroy Corrections Officer	08/10/2024

DISTRICT ATTORNEY

Phyllis Maine Part-Time Victim Witness Coordinator	08/01/2024
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Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

HUMAN RESOURCES

2024-340 RESOLUTION to approve the following HUMAN RESOURCES actions for Departments reporting to the Courts:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
<u>NEW HIRES</u>		
JUDGE NESBIT		
Madilyn Elder Tip Staff	08/12/2024	TIPCC-20-00 (\$81.80/day)
DISTRICT JUSTICE ODEM		
Terri Yesko Senior Procedure Clerk	08/12/2024	TCN06-00-01 (\$18.32/hr.)

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

APPOINTMENTS

RESOLUTION

2024-341 Confirm the following re-appointment to the MERCER COUNTY MENTAL HEALTH / INTELLECTUAL DISABILITIES ADVISORY BOARD for the term as specified:

Adam Trambley 09/01/2024 – 08/31/2027

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

BRIDGE

RESOLUTION

VENDOR

AMOUNT

DATE RANGE

2024-342

Gibson-Thomas Engineering
Company, Inc.
9951 Old Perry Highway
Wexford, PA 15090
and Mercer County / L00554

N/A

09/15/2024-03/15/2025

Resolution to extend the completion date of Part 1 (PE and Environmental Clearance) related to Agreement No. L00554 for Mercer County Bridge 2606 on Old Mercer Road in East Lackawannock Township. The extension is necessary to finalize the waterway permit and complete the final right-of-plans.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COMMUNITY FOOD WAREHOUSE OF MERCER COUNTY

RESOLUTION

VENDOR

AMOUNT

DATE RANGE

2024-343

Commonwealth of PA
Department of Agriculture
Bureau of Food Assistance

N/A

07/01/2024-06/30/2025

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

Discussion: Mercer County Food Bank Operations Director, Tom Doyle, expressed his thanks to the Commissioners for their support.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

COURTS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-344	Dagostino Electro Services 600 Mifflin Road Pittsburgh, PA 15207	\$2,126.75	Effective 08/15/2024

Resolution to approve the purchases of security cameras for use at all Magisterial District Courts. Purchases are to be reimbursed by AOPC through the 2023-2024 MDJ Essential Security Equipment Reimbursement Project.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Ye-Dr. Coleman

COURTS

RESOLUTION	VENDOR	AMOUNT	DATE RANGE
# 2024-345	Amazon Capital Services P.O. Box 035184 Seattle, WA 98124-5184	\$639.99	Effective 08/15/2024

Resolution to approve the purchase of a video decoder for use at all the Magisterial District Courts. Purchase is to be reimbursed by AOPC through the 2023-2024 MDJ Essential Security Equipment Reimbursement Project.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

FISCAL/E9-1-1

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-346	Maher Duessel 112 Hollywood Drive, Suite 204 Butler, PA 16001	N/A	Effective 08/01/2024

Resolution to accept the engagement by Pennsylvania Emergency Management Agency (PEMA) of Maher Duessel, Certified Public Accountants, to audit the Mercer County 9-1-1 Program for the years ending December 31, 2022 and December 31, 2023. There is no fee to the County.

Moved: Mr. McGonigle

Seconded: Mr. Finley

Vote: Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

LAW LIBRARY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-347	Thomas Reuters/ West Publishing Corp. 610 Opperman Drive P.O. Box 64833 Eagan, MN 55123	Up to \$27,016.17	Effective 08/15/2024

Resolution to approve a bridge renewal agreement at a cost of \$9,005.39 per month, maximum of a three-month term, for access for the Judges, Court Administration, District Attorney(s), Public Defender(s), Solicitor, Law Clerks, Law Library, and the Magisterial Judges to Westlaw Proflex.

Discussion: Solicitor McConnell explained the cost of legal research, that 34-38 employees of the Court System use this software frequently, and this software is now how research is being conducted throughout the legal system.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

LAW LIBRARY

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-348	Thomas Reuters/ West Publishing Corporation 610 Opperman Drive P.O. Box 64833 Eagan, MN 55123	\$239,487.36	01/01/2025-12/31/2026

Resolution to approve contract for a 24-month period at a cost of \$9,688.00 per month. Annual increase will be 6% for the second year of the contract. Includes access for the Judges, Court Administration, District Attorney(s), Public Defender(s), Solicitor, Law Clerks, Law Library, and the Magisterial Judges to Westlaw Clear Proflex.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	GRANTOR:	AMOUNT	DATE RANGE
# 2024-349	PA Dept. of Community and Economic Development (DCED) Commonwealth Keystone Building 400 North Street, 4 th Floor Harrisburg, PA 17120	\$300,000.00	Effective 08/01/2024

Resolution to apply for the Keystone Communities Accessible Housing Grant Program under the Pennsylvania Department of Community Developments' Keystone Communities ACCESS Program in the amount of \$300,000.00, to provide housing modification services to qualifying disabled individuals. Mercer County and Lawrence County Social Services, Inc. will equally share the grant award and provide the required match. The dollar match will be met using Community Development Block Grant Funds, HOME Rehabilitation Program Funds, and Lead Hazard Control Grant Funds.

Discussion: Senior Planner Chris Conti provided information on the Grant Program, explaining how the costs continue to rise but the grant funding is being lowered. That this grant will specifically help with the disabled and is the fourth award received.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

MERCER COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-350	N/A	N/A	Effective 08/15/2024

Resolution to approve the revised Fee Schedule for Plan Reviews according to the Mercer County Subdivision and Land Development Ordinance (SALDO), repealing all previous Fee Schedules for Plan Reviews.

Discussion: Senior Planner Chris Conti advised the revised Fee Schedule will be posted on the website for the Mercer County Regional Planning Commission and can also be posted on the Mercer County website.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

MIS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-351	Anixter, Inc. 2301 Patriot Blvd. Glenview, IL 60026	\$991.36	07/2024-07/2025

Resolution to approve the annual fee for door controllers. Cost remains the same as previous year.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

MIS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-352	Harris School Solutions P.O. Box 74007259 Chicago, IL 60674	\$9,200.56	09/01/2024-08/31/2025

Resolution to approve the annual fee for Attendance Enterprise. This software program records and documents County employee's time and attendance.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

MIS

RESOLUTION	VENDOR/CONTRACT	AMOUNT	DATE RANGE
# 2024-353	Harris School Solutions P.O. Box 74007259 Chicago, IL 60674	\$ 548.66	10/01/2024-09/30/2025

Resolution to approve the annual fee for maintenance costs for additional users that were added to Attendance Enterprise after the initial contract was signed.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

GRANTS

RESOLUTION	GRANTOR:	AMOUNT	DATE RANGE
# 2024-354	PA Dept. of Community and Economic Development (DCED) Commonwealth Keystone Building 400 North Street, 4 th Floor Harrisburg, PA 17120-0225	\$244,841.00	Effective 08/15/2024

Resolution to apply for an Emergency Solutions Grant (ESG) contracted by the County for sub-recipient AWARE, Inc. Funds will be used for essential services and operations for the emergency housing programs. AWARE, Inc. will include, in the grant application, a request for Rapid Rehousing funds, including utility assistance and administration costs for housing inspections. Rapid Rehousing funds are used to assist with permanent housing for homeless clients. AWARE, Inc. will include in the grant request, Homeless Prevention funds, including rental arrears, rental assistance, and utility assistance. AWARE, Inc. will also be requesting funds for HMIS data input. All match dollars are provided by AWARE, Inc. No County match required. Application deadline is August 30, 2024.

Discussion: Fiscal Manager Nicki Biles advised the Fiscal Department has helped with the grant for several years and the funding assists AWARE with their vision for services to the community. The grant belongs to AWARE but AWARE needs a government entity to host the application. AWARE would be responsible should anything arise from an audit.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

GRANTS

RESOLUTION	GRANTOR:	AMOUNT	DATE RANGE
# 2024-355	Pennsylvania Commission on Crime and Delinquency 3101 N. Front Street Harrisburg, PA 17110	\$89,773.00	Effective 07/01/2024

Resolution to accept a grant award in the amount of \$89,773.00, from the Intermediate Punishment Treatment Programs (State IP/DARIP). This grant is for the Mercer County Intermediate Punishment Program (IPP) to provide the Courts with alternatives to incarceration in the Mercer County Prison, in regard to Restrictive Conditions as an Order of Probation. Mercer County will utilize its House Arrest Program and Specialty Court Program to fulfill these objectives. These are State funds. The grant period will be 07/01/2024 – 06/30/2025. No County match required.

Discussion: IPP Director Bill McClure advises this is the fifth year this grant has been awarded to the IPP Program and explained how the funding is spent on equipment and supplies.

Moved: Mr. McGonigle	Seconded: Mr. Finley
Vote: Yes-Mr. McGonigle	Yes-Mr. Finley Yes-Dr. Coleman

Old Business: None

New Business: None

Commissioner's Reports:

- Commissioner Finley reported there was not a meeting last week due to all the Commissioners being at a conference. He reported they received good educational experiences and how Counties can work together to save costs to the taxpayers.
- Commissioner Coleman stated that at the conference they also received information on the election and that Voter Registration Director, Thad Hall, will be at the Commissioners Meetings to provide updates on mail-in ballots, voter registration, and new election news. She also reported on the Reassessment Project. The Project team is currently working in South Pymatuning and Pymatuning Townships. After September 1st, the team will begin reassessments in West Salem Township, Jamestown, and Greene Township. Commissioner Coleman also thanked Tom Doyle from the Mercer County Food Bank for attending the meeting and all the work he does at the Food Bank, advising the Food Bank is on track to provide 3 million pounds of food to the community. She also thanked Jacob Scarvel for his service in the Commissioners' Office during his internship.

Elected Official/Department Head Reports:

- Recorder Dee Dee Zickar memorialized Marilyn Felesky, who was the Mercer County Recorder of Deeds from 1970 to 2000, and extended her condolences to the family.
- Treasurer Amber White announced her office sold out of doe hunting licenses on Monday morning at 9:30am, and that her office can sell hunting licenses for other areas in the state.

Recess to Salary Board

Public Comment: None

Questions of the Media: None

Motion to Adjourn

Moved: Mr. McGonigle

Seconded: Mr. Finley

Attest:

Chief Clerk

Mercer County Board of Commissioners