

## MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

September 19, 2024

**Members Present:** Commissioner McGonigle, Commissioner Finley, Commissioner Coleman

**Prayer:** Pastor Liz Kendell, Faith Leader, Shiloh Ministries, Mercer

**Pledge of Allegiance:** Was held.

**Others Present:** Tim Callahan, Brian Gruber, Jennifer Hamilton, John Logan, Bill McClure, Christian McElhaney, Tammy McLaughlin, Stephen Sherman, Laura Paxton, Liz Kendell, Tracy Bornick, Jim McClusky, Melissa Klaric, Caleb Stright, Aliyah Hunt, Krystle MacLean, Bill McConnell, Roni Shilling

**General Discussion Items:** None

**Public Comment on Agenda Items:** None

**# 2024-397 RESOLUTION** to approve 09/05/2024 Commissioners' Meeting MINUTES:

**Moved:** Mr. McGonigle

**Seconded:** Mr. Finley

**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

### **PROCLAMATIONS**

**# 2024-398 RESOLUTION** to approve a PROCLAMATION to recognize September as NATIONAL RECOVERY MONTH in Mercer County, in honor of, and to highlight those in recovery from substance use disorders.

**DISCUSSION:** Behavioral Health Administrator Tracy Bornick expressed her thanks for the Commissioners support and permitting the Courthouse perimeter lighting to be purple for the month.

**Moved:** Mr. McGonigle

**Seconded:** Mr. Finley

**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

### **PROCLAMATIONS**

**# 2024-399 RESOLUTION** to approve a PROCLAMATION to recognize REYNOLDS V.F.W. POST #7599 AUXILIARY for their 60<sup>th</sup> anniversary of support and dedication to veterans and the community.

**Moved:** Mr. McGonigle

**Seconded:** Mr. Finley

**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

**REFUNDS**

# **2024-400** RESOLUTION to approve the following REFUND listed effective 09/19/2024.

| <b>NAME/ADDRESS</b>   | <b>DISTRICT</b> | <b>R.E.</b> | <b>REFUND</b> | <b>REASON</b>            |
|---|-----------------|-------------|---------------|--------------------------|
| Color Real Estate Holdings LLC<br>2826 Ridge Road<br>Cortland, OH 44410 | Hermitage C     | X           | \$177.38      | Correct<br>Building Info |

**Moved:** Mr. McGonigle  
**Vote:** Yes-Mr. McGonigle

**Seconded:** Mr. Finley  
Yes-Mr. Finley      Yes-Dr. Coleman

**CYS**

# **2024-401** RESOLUTION to enter into AGREEMENT(S) with the following provider for services listed.

EFFECTIVE 07/01/2024 – 06/30/2025

| <b>VENDOR</b>   | <b>PROGRAM</b>                            | <b>RATE</b> | <b>TERM</b> |
|---|---|-------------|-------------|
| Pathways Adolescent Center, Inc.<br>370 North Seneca Street<br>Oil City, PA 16301 | Pathways – Res. PA – #'s 402630/406990    | \$253.70    | Daily       |
|   | Pathways – Enhanced PE - #402630          | \$406.69    | Daily       |
|   | New Beginnings – Girls – NB - #416290     | \$275.24    | Daily       |
|   | New Beginnings – Enhanced – NE - #416290  | \$438.83    | Daily       |
|   | Transitional Living – TL - #435970/437370 | \$289.03    | Daily       |
|   | NB Transitional Living – NT #449370       | \$294.40    | Daily       |
|   | Transitional Living – NT #453790          | \$294.40    | Daily       |
|   | Shelter – SH - #455270                    | \$385.00    | Daily       |
|   | Shelter Enhanced – SE - #455270           | \$612.54    | Daily       |
|   | Emergency Shelter Unit 4 – ES - #456070   | \$615.00    | Daily       |
|   | Emergency Shelter Unit 5 – ES - #456080   | \$615.00    | Daily       |
|   | Complex Cases – CC - #454620              | \$1,451.35  | Daily       |

**Moved:** Mr. McGonigle  
**Vote:** Yes-Mr. McGonigle

**Seconded:** Mr. Finley  
Yes-Mr. Finley      Yes-Dr. Coleman

**HUMAN RESOURCES**

# **2024-402** RESOLUTION to approve the following HUMAN RESOURCES actions:

| <b>NAME/POSITION</b>                 | <b>EFFECTIVE</b> | <b>LEVEL/STEP/GRADE</b>      |
|--------------------------------------|------------------|------------------------------|
| <b><u>NEW HIRES</u></b>              |                  |                              |
| <b><u>JAIL</u></b>                   |                  |                              |
| K'liah Fisher<br>Corrections Officer | 09/09/2024       | JCO 00-01 (\$18.78/hr.)      |
|                                      |                  | <b>** DATE CORRECTION **</b> |
| Ryan Stoddard<br>Corrections Officer | 09/03/2024       | JCO 00-01 (\$18.78/hr.)      |
|                                      |                  | <b>** DATE CORRECTION **</b> |
| Whitney Hall<br>Corrections Officer  | 09/03/2024       | JCO 00-01 (\$18.78/hr.)      |

**CHILDREN & YOUTH**

|                                   |            |                         |
|-----------------------------------|------------|-------------------------|
| Ingrid Both-Hoesl<br>Caseworker I | 09/23/2024 | YCW 00-01 (\$20.05/hr.) |
|-----------------------------------|------------|-------------------------|

**DISTRICT ATTORNEY**

|   |            |                           |
|---|------------|---------------------------|
| Caleen Bell<br>Part-Time Victim Witness Coordinator | 09/24/2024 | PA05H-00-00 (\$18.90/hr.) |
|---|------------|---------------------------|

**SEPARATION FROM EMPLOYMENT****JAIL**

|                                    |            |
|------------------------------------|------------|
| Charles Arn<br>Corrections Officer | 09/04/2024 |
|------------------------------------|------------|

|                                     |            |
|-------------------------------------|------------|
| Caleb Quimby<br>Corrections Officer | 09/13/2024 |
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**Moved:** Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

**COMMISSIONERS**

| RESOLUTION | VENDOR   | AMOUNT      | DATE RANGE           |
|------------|--|-------------|----------------------|
| # 2024-403 | Alex Restoration<br>& Masonry Repairs<br>915 Old Youngstown Road<br>New Castle, PA 16101 | \$19,835.00 | Effective 09/19/2024 |

Resolution to approve a Change Order to the Alex Restoration & Masonry Repairs Agreement for scheduled repairs and/or upgrades to the masonry work on the outside walls of the County building at 107 N. Diamond Street, Mercer. This Change Order includes tie ins and expansion joints to be added to the repairs to the masonry on the outside walls, as recommended by an assessment report completed by Inscale Architects.

**DISCUSSION:** Commissioner Finley reported the Alex Restoration Agreement was approved last year and the recommendation by Inscale Architects for the tie ins and expansion joints will bring the masonry up to current building standards.

**Moved:** Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

**COMMISSIONERS**

|            |        |        |                      |
|------------|--------|--------|----------------------|
| RESOLUTION | VENDOR | AMOUNT | DATE RANGE           |
| # 2024-404 | N/A    | N/A    | Effective 09/19/2024 |

Resolution to authorize the County Solicitor to prepare and file a Declaration of Taking for the purpose of acquiring rights-of-way and temporary construction easements on property owned by Joyce M. Hart on Marstellar Road, Fairview Township, necessary for the reconstruction of Mercer County Bridge No. 1507.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**COMMISSIONERS**

|            |        |        |                      |
|------------|--------|--------|----------------------|
| RESOLUTION | VENDOR | AMOUNT | DATE RANGE           |
| # 2024-405 | N/A    | N/A    | Effective 09/19/2024 |

Resolution to approve a Memorandum of Understanding (MOU), with the Mercer County Deputy Sheriff's Association (MCDSA) for an update to the language under Article X, Overtime, pertaining to the Agreement between the County of Mercer and the Mercer County Deputy Sheriff's Association.

DISCUSSION: HR Director Jennifer Hamilton advised the MOU describes how overtime will be scheduled in the Sheriff's Office. Sheriff Callahan thanked Jennifer Hamilton for assistance with the MOU and advised the change will make scheduling fair for all the deputies.

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|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**COMMISSIONERS**

|            |        |        |                      |
|------------|--------|--------|----------------------|
| RESOLUTION | VENDOR | AMOUNT | DATE RANGE           |
| # 2024-406 | N/A    | N/A    | Effective 09/19/2024 |

Resolution to approve contributions to the County's General Fund to be made by Commissioners Coleman and Finley in the amount of \$2,200.00 each by post-tax voluntary payroll deduction in furtherance of fulfilling the Commissioners commitment to address Special Pay Project monies paid to employees of the Controller's Office without Salary Board approval.

DISCUSSION: Commissioner Coleman provided information on the reasons the contributions were being made to the County by her and Commissioner Finley. Commissioner Finley appreciated all the information from the fiscal experts on how to correctly make the monetary contributions to the County. Commissioner McGonigle announced this commitment speaks on the character of Commissioners Coleman and Finley and is a great service to the County.

|                                 |                                     |
|---------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle     | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes- Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**COMMISSIONERS**

| RESOLUTION | VENDOR | AMOUNT | DATE RANGE           |
|------------|--------|--------|----------------------|
| # 2024-407 | N/A    | N/A    | Effective 09/19/2024 |

Resolution to authorize the County Solicitor to enter into a Tax Assessment Appeal Settlement Agreement and Stipulation on behalf of the County with Newspaper Holdings, Inc., the City of Sharon, and the Sharon City School District, for the settlement of a 2024 commercial tax assessment appeal, filed by Newspaper Holdings in regard to two parcels of property located on S. Railroad and S. Dock Streets in the City of Sharon. The Settlement Agreement would reduce the assessed value of the two properties, owned by Newspaper Holdings, from \$181,500.00 and \$9,000.00 to \$73,950.00 and \$4,050.00, respectively.

**DISCUSSION:** Solicitor McConnell advises this is one of many commercial appeals that are occurring in the County. School Districts are also being affected by the appeals when they plan their budgets. The County Reassessment Project is expected to provide a more accurate assessment value on all properties in the County.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**COMMISSIONERS**

| RESOLUTION | VENDOR/CONTRACT  | AMOUNT      | DATE RANGE           |
|------------|--|-------------|----------------------|
| # 2024-408 | West Shenango Township<br>2179 W. Lake Road<br>Jamestown, PA 16134 | \$20,000.00 | Effective 09/19/2024 |

Resolution to amend Resolution 2024-285 to authorize payment to West Shenango Township, Crawford County for Abandoned Bridge 0199, on West County Line Road, in the amount of \$20,000.00. These monies were previously disbursed to Mercer County from the State for the bridge's maintenance and will be paid from Act 13 Impact Fund 262, Z01.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**BRIDGE**

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE           |
|------------|-----------------|--------|----------------------|
| # 2024-409 | N/A             | N/A    | Effective 09/19/2024 |

Resolution to approve a bidding advertisement for reconstruction of Bridge 1507 on Marstellar Road in Fairview Township. Text of the advertisement for this project can be obtained via PENNBID or by contacting the Bridge Department, 104 Mortensen Road, Greenville, PA 16125 during normal operating hours, 8:00 am – 4:00 pm, Monday through Friday.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**CYS**

| RESOLUTION | VENDOR   | AMOUNT     | DATE RANGE           |
|------------|--|------------|----------------------|
| # 2024-410 | Staples<br>P.O. Box 70242<br>Philadelphia, PA 19176-0242 | \$1,524.97 | Effective 09/19/2024 |

Resolution to approve the purchase of office furniture for the Second Assistant position, and to replace broken furniture in the Solicitor's Office at Children and Youth Services. County match for the total cost is 20%.

- Rectangular Desk \$182.89
- Desk Extension \$784.16
- Hanging File Cabinet \$337.92
- Delivery Fee \$220.00

**Moved:** Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

**CYS**

| RESOLUTION | VENDOR   | AMOUNT   | DATE RANGE           |
|------------|--|----------|----------------------|
| # 2024-411 | ODP Business Solutions LLC<br>P.O. Box 633204<br>Cincinnati, OH 45263-3204 | \$450.86 | Effective 09/19/2024 |

Resolution to approve the purchase of office furniture for the Second Assistant position, and to replace broken furniture in the Solicitor's Office at Children and Youth Services. County match for the total cost is 20%.

- Five Shelf Bookcase \$170.71
- Lateral Two Drawer File Cabinet \$280.15

**Moved:** Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

**FISCAL**

| RESOLUTION | VENDOR/CONTRACT | AMOUNT | DATE RANGE           |
|------------|-----------------|--------|----------------------|
| # 2024-412 | N/A             | N/A    | Effective 09/19/2024 |

Resolution to adopt a formal resolution under U.S Treasury Regulation Section 1.150-2 to provide for the use of debt proceeds to reimburse other County funds for eligible capital expenditures made after July 22, 2024.

**DISCUSSION:** John Logan provided information on four major projects in the County; Oracle, Radio System Project, County Reassessment, and rehabilitation of bridges. This resolution will ensure the projects can be continued and payments are made to the vendors of the projects.

**Moved:** Mr. McGonigle**Seconded:** Mr. Finley**Vote:** Yes-Mr. McGonigle

Yes-Mr. Finley

Yes-Dr. Coleman

**MIS**

| RESOLUTION | VENDOR   | AMOUNT      | DATE RANGE            |
|------------|--|-------------|-----------------------|
| # 2024-413 | AEC Group, LLC<br>3000 Montour Church Road<br>Oakdale, PA 15071-9487 | \$32,315.82 | March 2024-March 2027 |

Resolution to approve a three year agreement for software to back-up County computer systems. This is a renewal of the current back-up software since the current contract ran out.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**MIS**

| RESOLUTION | VENDOR/CONTRACT  | AMOUNT      | DATE RANGE            |
|------------|--|-------------|-----------------------|
| # 2024-414 | AEC Group, LLC<br>3000 Montour Church Road<br>Oakdale, PA 15071-9487 | \$44,913.00 | April 2024-April 2027 |

Resolution to approve a three year agreement for MFA software. This is a requirement for Cyber Security Insurance. Annual fees during the three year agreement will be:

- Year 1      \$19,951.00
- Year 2      \$12,481.00
- Year 3      \$12,481.00

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**DISPOSITION OF ASSETS**

| RESOLUTION | VENDOR/CONTRACT | AMOUNT       | DATE RANGE          |
|------------|-----------------|--------------|---------------------|
| # 2024-415 | N/A             | < \$1,000.00 | Effective 09/9/2024 |

Resolution to post a notice of sale for items listed. The items are valued at less than \$1,000.00. Bids for items are due no later the 09/30/2024 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.

- QTY 1 – Kensington Under-desk Basic Keyboard Drawer – K60009US
- QTY 1 – Brother TN-460 high yield toner cartridge
- QTY 2 – P81M Monroe calculator ribbons
- QTY 1 – Unison 56F0Z00 toner

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**GRANTS**

| RESOLUTION | GRANTOR:   | AMOUNT      | DATE RANGE            |
|------------|--|-------------|-----------------------|
| # 2024-416 | Pennsylvania Department<br>Environmental Protection<br>Rachel Carson Building<br>400 Market Street<br>Harrisburg, PA 17101 | \$44,474.25 | 01/01/2023-12/31/2023 |

Resolution to accept an award for the Act 101, Section 903 Grant, for a fifty (50%) reimbursement of the DEP approved County Recycling Coordinator salary and eligible expenses during the 2023 calendar year.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**GRANTS**

| RESOLUTION | GRANTOR:   | AMOUNT | DATE RANGE           |
|------------|--|--------|----------------------|
| # 2024-417 | PA Dept of Community<br>& Economic Development<br>400 North Street, 4 <sup>th</sup> Floor<br>Harrisburg, PA 17120-0225 | N/A    | Effective 09/19/2024 |

Resolution to approve application to the Pennsylvania Department of Community and Economic Development (DCED) through the Strategic Management Planning Program for a Phase I Project to evaluate Mercer County operations.

**DISCUSSION:** Commissioner Coleman advised this grant will provide funding to evaluate County operations including compensation, building usage, operations, and staffing levels. This is a good preventative strategy.

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Moved:</b> Mr. McGonigle    | <b>Seconded:</b> Mr. Finley         |
| <b>Vote:</b> Yes-Mr. McGonigle | Yes-Mr. Finley      Yes-Dr. Coleman |

**Old Business:** None

**New Business:** None

**Commissioner's Reports:**

- Commissioner McGonigle spoke about the Budget Meetings being held with the Department Heads and Commissioners. He advised these meetings have been informational.
- Commissioner Finley reported he was in Chicago last week, meeting with the agency's involved with the radio system project. He advised the next phase will include the equipment being shipped to the Mercer County area.



- Commissioner Coleman reported the Commissioners attended the Township Supervisors' Meeting earlier that morning. There will be a America250 meeting on Monday, September 23<sup>rd</sup>, 9:00am, at the Common Grounds Coffee Shop. The next Town Hall Meeting will be held on Monday, September 23<sup>rd</sup> at Thiel College. On October 8<sup>th</sup>, the Commissioners will be participating in the Shenango Valley Chamber of Commerce Lunch Forum.

**Elected Official/Department Head Reports:**

- Maintenance Director Brian Gruber reports the Adjuster for the PCoRP claim on the damage to the tower's clock is scheduled to look at the damaged clock next Tuesday, September 24<sup>th</sup>. The Civil War Statue is scheduled to be returned to the County at the end of this fall season.
- Veteran's Affairs Director Tammy McLaughlin advised Friday, September 20<sup>th</sup>, is National POW/MIA Day. The Reynolds V.F.W. is hosting an event for National POW/MIA Day. She asked that everyone keep in mind that there are still thousands of soldiers are still missing. She advised Mercer County has one MIA soldier listed, **XXXX Captain Royce Garrett Jr.** from the Viet Nam Conflict, and POW WWII Veteran, Army Sergeant **Mr. Durisko**. Commissioner McGonigle recalled his father's emotional story of when Mercer County's first casualty of the Viet Nam war arrived by train in Sharon.
- IPP Director Bill McClure reported he has filled the Specialty Courts Coordinator Position. The new hire will start on September 30<sup>th</sup> and will be working with Veteran's Court.
- John Logan advised on Saturday, September 21<sup>st</sup>, there will be a recycling event at the Jefferson Township Fairgrounds. There are fees involved with the event and more information can be found on the County website.

**Public Comment:** None

**Questions of the Media:** None

**Motion to Adjourn**

**Moved:** Mr. Finley

**Seconded:** Mr. McGonigle

**Attest:**

\_\_\_\_\_  
**Chief Clerk**

\_\_\_\_\_  
**Mercer County Board of Commissioners**