#### MEETING OF THE MERCER COUNTY BOARD OF COMMISSIONERS

## April 11, 2024

Members Present: Ann Coleman, William Finley Jr., Timothy M. McGonigle

**Prayer:** Pastor Theresa Robison, New Hope Fellowship, Greenville, PA

Pledge of Allegiance: Was held.

**Others Present:** Peter Acker, Kate Aiken, Nicki Biles, Tim Callahan, Bernard Grenier, Thad Hall, Christian McElhaney, Tammy McLaughlin, Tracy Romesburg, Stephen Sherman, Amber White, Dave Moyer, Cindy Whitman, Melissa Klaric, Bill McConnell, Joanie Micsky, Roni Shilling

**General Discussion Items:** Commissioner McGonigle read a statement regarding allegations of misappropriated funds to staff in the Controller's Office. Controller Sherman responded by saying the Controller's Office would fully comply with any investigation and misunderstanding that has been brought forward, that he would stipulate that everything was done correctly and based on past practice.

Public Comment on Agenda Items: None

# 2024-151 RESOLUTION to approve 04/04/2024 Commissioners' Meeting MINUTES:

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

#### **REFUNDS**

# 2024-152 RESOLUTION to approve the following REFUNDS listed, effective 04/11/2024:

NAME/ADDRESS	DISTRICT	R.E.	REFUND	REASON
Hall, Ryan J. P.O. Box 363 Emlenton, PA 16373	Pine Twp	X	\$20.86	Part Land Transfer
Cindy Smith 1900 Harrisville Road Stoneboro, PA 16153	Worth Twp	X	\$56.78	Overpayment

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

#### **HUMAN RESOURCES**

# 2024-153 RESOLUTION to approve the following HUMAN RESOURCES actions:

NAME/POSITION TRANSFERS CHILDREN & YOUTH	EFFECTIVE	LEVEL/STEP/GRADE
Cassidy Murray	4/14/2024	YCW 00-01 (\$20.05/hr.)
Caseworker I		Transfer from Temporary
		Caseworker I
SOIL CONSERVATION		
Timothy Davis	4/14/2024	PA06-00-01 (\$23.21/hr.)
Nutrient Management Specialist		Transfer from Temporary Agriculture Resource Conservationist
Rebecca Smith	4/14/2024	PA05-00-01 (\$21.00/hr.)
	4/14/2024	
Resource Conservation Specialist		Transfer from Part-Time Intern
Megan Miller	4/14/2024	ENVI1-20-00 (\$15.00/hr.)
Part-Time Summer Intern Mosquito Borne		Part-Time Summer Intern
Disease Control		

## **SEPARATION FROM EMPLOYMENT**

**BRIDGE** 

Todd Palmer 4/12/2024

Bridge Engineer Assistant

**SHERIFF** 

Patty Napolitan 7/5/2024

Administrative Assistant

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

# **HUMAN RESOURCES**

**# 2024-154** RESOLUTION to approve the following HUMAN RESOURCES actions for Departments reporting to the Courts:

NAME/POSITION	EFFECTIVE	LEVEL/STEP/GRADE
SEPARATION FROM EMPLOYMENT		
DISTRICT JUSTICE ODEM		
Marcie Kehler	5/24/2024	
Administrative Assistant		

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

**COURTS** 

RESOLUTION VENDOR AMOUNT DATE RANGE

# **2024-155** Stenograph \$5,004.00 05/27/2024 – 05/26/2025

2626 Warrenville Road Downers Grove, IL 60515

Resolution to approve renewal of Endurance Plan for Stenograph machines. Renewal covers software updates, tech support, cloud back-up, and Real Team features.

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

**DOMESTIC RELATIONS** 

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

# **2024-156** ComDoc, Inc. \$3,800.00 Effective 04/11/2024

P.O. Box 936697

Atlanta, GA 31193-6697

Resolution to purchase four (4) Xerox B620DN VerSlink printers to replace obsolete, non-functioning printers. Cost is \$950.00 per unit. To be paid from Fund 220.

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

**FISCAL** 

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

**# 2024-157** N/A Up to Effective 01/04/2024

\$12,000,000.00

Amend resolution #2024-021 to authorize the temporary cash advance to add Fund 295 COVID State Local Fiscal Recovery-ARPA Fund as a source to provide liquidity, in addition to Fund 105 and Fund 322, 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 295 COVID State Local Fiscal Recovery-ARPA Fund - \$4,000,000.00

From Fund 322 Capital Reserve Fund - \$1,000,00.00

From Fund 105 Operating Reserve Fund - \$7,000,000.00

**Discussion:** Commissioner McGonigle questioned the amount of money being advanced. Fiscal Director, Nicki Biles advised this is the total amount with extra funds included so another resolution would not need to occur if necessary. Commissioner Finley advised that the County is borrowing from our own funds and not a borrowing/financial institution.

Moved: Mr. Finley Seconded: Dr. Coleman

**Vote:** No-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

**PUBLIC SAFETY** 

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

# **2024-158** Vertiv Corporation \$23,655.92 Effective 04/11/2024

P.O. Box 70474 Chicago, IL 60673

Resolution to approve agreement for replacement and verification of batteries at E9-1-1 Center. Cost includes battery replacement at a cost of \$16,277.25 and installation during normal business hours at a cost of \$7,378.67. Vendor is sole OEM service provider for Vertiv products. Estimated replacement of batteries is 5 years.

**Discussion:** Commissioner Finley advised the batteries are used with the uninterrupted power supply generator at the E-911 Building so there are no power outages to the 911 Center, equipment, and components that are necessary for emergency communications.

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

**SHERIFF** 

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

**# 2024-159** SpyPoint \$240.00 05/08/2024-05/07/2025

330 Rue de la Jacques Cartier Victoriaville, Quebec G6T1Y3

Resolution to approve renewal of software subscription service. Vendor is low apparent responsible quote.

**Discussion:** Chief Deputy Moyer advised this service is used in the warrant department of the Sheriff's Office and has been proven to be successful.

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

TAX ASSESSMENT

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

# 2024-160 Richard G. English & Assoc. Not to Effective 01/01/2024

191 East Connelly Blvd. exceed Sharon, PA 16146 \$3,600.00

Resolution to approve Appraisal Review Services, as required, for pending commercial appeals presented to the Mercer County Board of Assessment Appeals. This resolution is not to exceed \$3,600.00 and will cover multiple reviews until limit is reached.

**Discussion:** Solicitor McConnell advises these appraisal reviews are used during litigation or reviews when a tax assessment appeal has been filed.

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Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

#### **VOTER REGISTRATION/ELECTION**

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

# **2024-161** Dagostino Electronic \$9,089.96 Effective 04/11/2024

Services, Inc. (DES) 600 Mifflin Road Pittsburgh, PA 15207

Resolution to approve the purchase of security cameras, pendant kits, and wall mounts for use in the Voter Registration/Elections Office. Equipment and vendor are qualified under rules and regulations required for security camera use in a government setting. Cost to be paid from the Elections Office Integrity Grant.

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

## **DISPOSITION OF ASSETS**

RESOLUTION VENDOR/CONTRACT AMOUNT DATE RANGE

# **2024-162** N/A \$0.00 Effective 04/11/2024

Resolution to approve disposal of items listed below. Printers are no longer operational and were purchased by BCSE for use in Domestic Relations. Per BCSE/PACSES the printers are approved to be disposed of.

- 3 Kyocera FS-3920DN Printers. Serial numbers XVJ1317569, XVJ0812775, XVJ1317543
- 1 Kyocera FS-3140MFP Printer. Serial number Q8K0802290

Moved: Mr. McGonigle Seconded: Mr. Finley

**Vote:** Yes-Mr. McGonigle Yes-Mr. Finley Yes-Dr. Coleman

**Old Business:** Commissioner Coleman advised the first Live/Online Commissioner's Meeting is expected to be the first Commissioners Meeting in May. Joanie Micsky will assist Roni Shilling in the weekly monitoring of online equipment per Commissioner Coleman.

New Business: None

**Public Comment:** None

Questions of the Media: Melissa Klaric of the Sharon Herald asked about how the alleged misappropriated funds to the Controller's Office could pass without going through the correct channels and the response was that there would be full cooperation by the Commissioner's and Controllers Office for any investigation that may occur. The Commissioners also discussed the Oracle project occurring in the Controller's Office.

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Moved: Mr. McGonigle	Seconded: Mr. Finley			
Attest:				
Chief Clerk	Mercer County Board of Commissioners			