

The Crawford County Board of Commissioners met on Wednesday, December 13, 2017, for a regular meeting, with the following present:

John Christopher Soff	Commissioner
John Amato	Commissioner
Christine Krzysiak	Treasurer
Gina Chatfield	Chief Clerk
Keith Button	County Solicitor
Brian Connolly	Chief Financial Officer
Heidi Shiderly	Court Administrator
Mark Peaster	Assistant to the Commissioners
Gail Kelly	Human Services Director
Zach Norwood	Planning Director
Tim Kelley	ITS Director
Carla Szalewicz	Domestic Relations IV-D/PACSES Coordinator
Melissa Gould	Domestic Relations Confidential Secretary
Mark Phelan	Assistant Maintenance Director
Shayne Long	Care Center Environmental Services Director
Mary Lynne Peters	Meadville Lions Club
Scott Ladner	Meadville Lions Club
Seth Jones	Point Security
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune
Mark Heim	The Stream

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on November 29, 2017. Mr. Amato seconded and the motion carried.

By consensus the minutes from the work session on December 6, 2017 and the payment of bills in the amount of \$2,400.560.22 for the period ending December 12, 2017 were approved.

Mr. Amato announced there were no executive sessions held.

#### Public Comment:

Two members from the Lions Club told the Board they would like to put wreaths on the Mead Ave Bridge for the Toyota Giveback Program.

#### Official Business:

Mr. Soff made a motion to approve the 24/7 maintenance plan renewal with Nationwide Power for the Liebert UPS in the old 911 center, which is still used for network communications to the new site and the Zito SIP trunk, in the amount of \$2,274.00 per year for a three year maintenance program which includes 2 on site visits for preventive maintenance and parts are included with the plan, but not batteries, for a total of \$6,822.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Sophos End User Protection annual renewal to 500 users in the amount of \$37.15 per user and a discount of \$4,645.00 for a total amount of \$13,930.00; same cost as prior year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion approve the three year maintenance renewal for Dell Oracle Database primary and backup servers in the amount of \$5,944.00 per server and a discount of \$2,377.94 for a total amount of \$9,511.74. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Microsoft Enterprise Software agreement year 2 true-up for 2017 and 2018 from CDWG for a total amount of \$77,150.85. This procurement is part of the CCAP Microsoft Enterprise Agreement.

- Skype for Business Plus CAL for 4156 phones in the amount of \$127.19each; total \$52,783.85
- Exchange Enterprise CAL for 350 voicemails in the amount of \$69.92 each; total \$24,367.00

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a Microsoft Surface Pro keyboard and mobile printer from CDWG in the amount of \$1,595.35 for a work search program at Domestic Relations. The cost to the County will be \$542.00 with the remainder reimbursed by the State. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Resolutions to reappoint Dick Astor and Maria Anderson Dreese to the Planning Commission for four-year terms beginning January 1, 2018 to December 31, 2021 Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the new Human Services Advisory Board and all renewed terms of board members – Mary Ann Hewston, Peggy Johnson, Darlene Reynolds and Leah Shongo. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase for Crawford Central School District – October Transportation for Human Services in the amount of \$64.87; county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of two 2018 Ford Escapes SE 4WD from Tri-Star Motors for Human Services in the amount of \$6,134.91; county portion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 16/17 CYS contract amendment for Auberle. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 CYS contract with Alternate Living Solutions. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 CYS contract with Meadville Medical Center Mind Body Wellness Center. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 CYS contract with The Bair Foundation of Pennsylvania. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 CYS contract with Wagner Behavioral Health Services, LLC. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 CYS contract amendment for Parkside Psychological Associates, LLC. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 MH/ID/EI contract with Meadville Medical Center Mind Body Wellness Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 Professional contract with Sign Language Interpreting Professionals, LLC. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Courthouse and Fairgrounds refuse/recyclables collection contract award to Waste Management for two years in the amount of \$57,741.84. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the payment to First National Insurance for Tax Collector Bond renewal for 2018 – 2022 in the amount of \$1,464.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the elimination of Care Center CFO position effective January 1, 2018. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payment to A&MP Electric, Inc. for one flag pole light and 14 LED street lights for the Care Center parking lot in the amount of \$6,928.00; paid from funded depreciation funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Care Center's payment to McKesson for two Hoyer lifts with one scale and six air mattresses with pumps in the amount of \$19,378.70; paid from nursing minor equipment funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Care Center's payment to PointClickCare for integration with Smartlinx for new employee time and attendance for patient per day cost in the amount of \$650.00; paid from maintenance agreement funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Care Center's payment to CDWG for network enclosure in the amount of \$770.14; paid from minor equipment funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Care Center's payment to Ideal Sound and Vision for completion of installing eight security cameras in the amount of \$2,817.00; paid from PComp Grant funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Care Center's payment to Ideal Sound and Vision for an 8TB surveillance hard drive in the amount of \$2,727.00; paid from minor equipment funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Care Center's Tri-County compactor and removal service for refuse in the amount of \$475.00 per month for three years. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Care Center's payment to DES for 48 PoE Alcatel Lucent Switch with mountable rack in the amount of \$1,622.50. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Beusch Plumbing for the installation of new valves and waterline in the Courthouse for the amount of \$1,947.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the payment to The EADS Group for engineering cost associated with a change order for additional repairs to Bridge #25, Jordan Drive, for the amount of \$3,186.00; paid from Liquid Fuel funds. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Landowner Grantee Agreement with the Conservation District for Craig Road tree planting to help with erosion by the Care Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following payment for the Judicial Center in the total amount of \$56.37:

- Ace Contractors for Materials for Gun Racks ~ \$56.37

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for General Operations in the total amount of \$12,271.53:

- Meadville Tribune for Invitation for Bids/Fireman's Beach/2014-16 CDBG Project ~ \$759.00 – Planning
- Meadville Tribune for Invitation for Bids/Water St./2014-6 CDBG Project/CDBG Modification Notice/Fair Housing Notice ~ \$1,269.80 – Planning
- LexisNexis for US Supreme Ct Reporting, Collier on Bankruptcy ~ \$6,251.91 – Courts
- Porter Consulting Engineers for Demolition of former county jail ~ \$3,070.07 – Planning
- Porter Consulting Engineers for Demolition of Chancery Lane Bldgs. ~ \$178.75 – Planning
- Ace Contractors for 1 skid of calcium pallets ~ \$742.00 – Jud. Ctr. Bldg.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the following payments for General Operations in the total amount of \$282,398.42:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 11/17/17 – Various ~ \$100,513.16

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 11/24/17 – Various ~ \$150,216.74
- IRS for Form 941 late deposit penalty ~ \$3,701.89 – Human Resources
- Business Automation Services for BAS Licensing System Annual Maintenance 2018 ~ \$3,910.00 – Treasurer
- Stantec for Design construction documents ~ \$22,950.00 – Commissioners
- Amazon.com for HP Scanjet Enterprise Flow 7500 Flatbed Scanner ~ \$1,106.63

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the creation for a part-time Accountant position the Finance Department effective January 1, 2018. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Intergovernmental Transfer Agreement for the Care Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the Judicial Center loan extension with Erie Bank. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the addendum to the commercial lease for parking space at the Meadville Tribune, to remove unused spaces. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the renewal of 17 GIS licenses from ESRI in the amount of \$21,850.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to The EADS Group for FBIP #18 – EST #12 in the amount of \$12,907.57; paid from Liquid Fuel funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Urban Engineers proposal to perform testing and inspection services for the upcoming parking lot projects. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the sale of the 2008 Dodge Mini Van to the Meadville Airport Authority in the amount of \$400.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the New Hires/ Transfers detailed in the attached list from Human Resources/ Payroll. Mr. Amato seconded and the motion carried.

The Courthouse will be closed at Noon on December 22<sup>nd</sup> and closed all day for Christmas on December 25<sup>th</sup> and 26<sup>th</sup>.

There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Amato seconded and the meeting was adjourned.

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Francis F. Weiderspahn, Jr., Chairman

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John Christopher Soff, Commissioner

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John Amato, Commissioner