

The Crawford County Board of Commissioners met on Wednesday, August 15, 2019, for a regular meeting with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John Amato	Commissioner
John Christopher Soff	Commissioner
Keith Button	Solicitor
Christine Krzysiak	Treasurer
Anne Hall	Secretary
Denise Mason	Finance Clerk
Kim Shay	Assistant Court Administrator
Gail Kelly	Human Services Director
Zach Norwood	Planning Director
Mark Phelan	Assistant Maintenance Director
Leighann Steck	Care Center Controller
Kevin Nicholson	Public Safety
Kathi Roae	Auditor
Eric Henry	Public
Stephen Wilson	Point Security
Kevin Tommaney	Armstrong
Keith Gushard	Tribune

The meeting was opened at 9:30 AM with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on July 24, 2019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on August 7, 2019. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$3,981,038.75 for the period ending August 14, 2019. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions.

Public Comment:

Mr. Weiderspahn announced no one from the public requested to speak.

Official Business:

Mr. Soff made a motion to ratify the request from the Care Center, the purchase of a hot water heater from Grainger at a cost of \$4,000. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the request from Public Safety, the purchase of two replacement UHF 100 Watt Repeaters for Jamestown and Centerville from MobilCom at a cost of \$18,464 on the PA Motorola Contract, paid from Act 17 funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the request from Public Safety, the Homeland Security Grant Program Application in the amount of \$399,154. This covers Crawford, Erie, Warren and Forest Counties. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the request from Assessment, to refund two (2) homeowners, Susan J. Luty and Mary C. Merchbaker, taxes overcharged due to an error in assessing the incorrect value resulting in a reduction in assessed value of \$7,450 for the years 2014 to 2019. Refunded amount of \$707.76 each year to each homeowner. 2019 taxes have already been refunded. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the request of Juvenile Probation, for the creation of an emergency hire of a per diem bookkeeper position for the period 7/25/19 to 9/13/19. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify for Human Services, the CWIS (Child Welfare Information Solution) Data Sharing Agreement establishes the terms in which CWIS will disclose and exchange information with the County Children & Youth Agencies (CCYA) effective 10/1/19 to 9/30/20. This is an electronic database system used by the State to collect reports of child abuse and children in need of general protective services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Service, the Human Services Block Grant Plan FY 19/20. Priorities include mental health, implementation of the County forensic plan, keeping families together, increasing evidence-based programing availability. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to Ratify for Human Services, the Needs Based Plan & Budget FY 20/21 – Narrative Summary Successes and Challenges, overtime rule effect, minimum wage increase effect, medical professional consultation, Family First Act, Title IV-E reimbursement, County fiscal background, child welfare trends, criminal clearances, and program improvement strategies. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the Northwest Behavioral Health Partnership, Inc. amendment to the Administrative Services Agreement – Amendment Effective 7/1/18. This is for FY 18/19 and 19/20. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the PCCD Grant – MDIT/CAC Child & Family Advocate for 2020 Grant application to be used to fund a Family Advocate position in our Child Advocacy Center and related expenses. Requested amount \$45,728. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the Purchase Requisition to CDW for five (5) Microsoft Office Standard 2018 Licenses at a total cost of \$1,678.75, and cost to the County of \$248.61. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the Purchase Requisition to Dell, Inc for replacements of two (2) tablets due to screens separating and not able to be repaired. Total cost \$1,678.75, cost to the County \$670.23. And a replacement laptop for S. Watkins, total cost of \$975, cost of the County \$116.65. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, a Travel Request for Brian Setta to go to the 2019 Children's Bureau Grantee Meetings & Evaluation Summit in Washington, DC on 8/21/19 to 8/23/19. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the SOC Contracts for FY 18/19 to Creating Landscapes Learning Center, Inc. for a modification ending 6/30/19. Contract maximum \$5,000, no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the CYS Contract for FY 18/19 with Children's Center for Treatment & Education, Inc. DBA Beacon Light Behavioral Health System – same rate for services as last year. This is an emergency shelter for youth 16-18 who are in crisis, with an average length of stay 30-60 days. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the CYS Contract for FY 18/19 with Merakey Pennsylvania for foster care, respite, and therapeutic foster care. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the CYS Contract for FY 18/19 with White Deer Run, LLC, used by Juvenile Probation for males with a least one sexual offense. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the MH/ID/EI Contract for FY 18/19 with The ARC of Crawford County, Inc., Amendment C-1, to increase the respite maximum by \$800 and decrease Dom Care by \$800. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the SOC Contract FY 19/20 with Joseph H. Markiewicz – to conduct school staff and student leadership presentations on September 26 and 27, 2019. The all-inclusive cost is \$3,000, there is no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the SOC Contract FY 19/20 with Life Transitions International (MOU) speaker fee and travel for the October Trauma Conference in Edinboro, with a cost of \$3,150, with no cost to the County. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the SOC Contract FY 19/20 with the ARC of Crawford County, Inc. – this extends the contract until the end of the Federal contract year

of 9/30/19, instead of previous contract with the MARC. This contract is for \$4,000 and is moved from the MARC to the ARC, with no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the CYS Contract FY 19/20 with Meadville Family YMCA, for the cost of daycare for the occasional childcare services for a short time for children in foster care at the same rate as the general public. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, the MH/ID/EI Contract FY 19/20 with Mercer County Behavioral Health Commission, Inc., for the delivery of Mental Health Crisis services beginning May, 2019. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the MH/ID/EI Contract FY 19/20 with Youth Advocate Programs, Inc. for the same services as last year; in home community support, supports in medical environment, respite, habilitation and homemaker services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services, for Professional Contract FY 19/20, with Crawford County Consumer Satisfaction Team rates and maximums for the Focus Groups, Focus Group Incentives and CHIPP Surveys remain the same as prior year. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services, the MH/ID/EI Contract FY 19/20 with Therapy House, LLC. Ronna Hochbein is a new provider of occupational therapy evaluations for our early intervention population as needed. The rate is set by the State. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for ITS, to place the Eaton Unity Uninterruptable Power Supply Battery Cabinet and batteries up for auction on the Public Surplus site, since it is no longer supported by the manufacturer. The expected sales value is \$500. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Planning, the 2018 ESG May 2019 expenses for the Rapid Rehousing program in the amount of \$548.46, to be reimbursed to CHAPS. And the 2018 ESG June 2019 expenses for the Rapid Rehousing program in the amount of \$1,549.60, to be reimbursed to CHAPS. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to **postpone** approval for Planning, of the Capp Road Bridge Invoice reimbursement to Venango Township through Crawford County's Act 13 At-Risk Bridge Program in the amount of \$115,000 because details were not ready. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Planning, authorization of PA Geospatial Coordinating Board Data Share Agreement. The GeoBoard focuses on creating a more effective coordination of activities that utilize geospatial data and technologies to respond to challenges around public safety, planning, natural resource and critical infrastructure. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve payments for General Operations totaling \$42,284.00:

- Maher Duessel – final billing single audit ~ Finance ~ \$40,284
- US Postal Service – postage for MDJ 30-2-1 MDJ Meadville ~ \$2,000

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify payments for General Operations totaling \$635,787.48:

- PCHIPC – Premiums & estimated claims August 2019 ~ Various ~ \$635,787.48

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Finance, the 2018 Single Audit. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for the Treasurer, the payment to the City of Meadville for the County share of the City Treasurer's Office for the collection of current taxes for the period 01/01/2019 to 06/30/2019 in the amount of \$16,814.11. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for the Treasurer, the payment to the City of Meadville for the County share of the City Treasurer's Office postage and mailing supplies for the period 01/01/2019 to 06/30/2019 in the amount of \$2,019.33. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for the Project Manager, the payment of invoices and services related to the relocation of the Public Defender's Office totaling \$49,863:

- F. Lenz July invoice for design services in the amount of \$4,000.
- Award and ratify the HVAC contract to Deeter Plumbing and Heating in the amount of \$45,863.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for the Project Manager, the payment invoices related to the Personal Care Boarding Home totaling \$40,128.50:

- Stantec's July invoice for design services in the amount of \$752.50
- Perry Construction Group July invoice in the amount of \$36,201.

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for the Project Manager, the Perry Construction Group Change Order request to build masonry walls in lieu of drywall partitions in the electrical room at a cost of \$3,175. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Maintenance, the invoices for the Courthouse Renovations in the Public Defender's office for a total amount of \$2,492.22

- Meadville Ace Contractor Center \$865.31
- Home Depot \$773.53
- Sherwin Williams \$359.94
- Weber Electric \$493.44

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Maintenance, an invoice for the advertisement for Bridge #19, Finney Road, Oil Creek Township in the Meadville Tribune, in the amount of \$1,030, to be paid with Liquid Fuel funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Maintenance, an invoice for the advertisement for Bridge #19, Finney Road, Oil Creek Township in the Meadville Tribune, in the amount of \$1,205, to be paid with Liquid Fuel funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify for Maintenance, the approval of Roy C. Deeter Plumbing & Heating to replace the condensate tank in the boiler room, as well as the purchase of a spare tank, in the amount of \$12,372.29. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify for Maintenance, the approval of Wentworth Auto for repairs to a 2007 Ford pickup, including a catalytic converter, intake gaskets and possibly a manifold. The cost to run between \$2,500 and \$3,600. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Maintenance, Telliho Tree Service for the annual tree trimming at the fairgrounds at a cost of \$1,000. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify for Maintenance, payment to Shingledecker Construction for work on Bridge 29 in Conneautville in the amount of \$127,125, to be paid with Liquid Fuel funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Maintenance, the payment of invoices from the EADS Group for engineering services on rehabilitation of County bridges:

- #41, Craig Road in Woodcock Township. \$19,535.35, paid from Liquid Fuels.
- # 19, Finney Road in Oil Creek Township. \$18,920.41, paid from Liquid Fuels.
- # 29, Depot Road in Conneautville. \$24,560.96, paid from Liquid Fuels.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Maintenance, the payment of the invoice from EADS Group for Federal Bridge Inspection Program, Estimated Progress Report #19, from 3/1/2019 to 6/30/2019, in the amount of \$43,563.43 to be paid from Liquid Fuels funds. This is 80% reimbursable from PENNDOT. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Elections, to postpone approval on the Dominion Voting for freight on voting machine until the details have been confirmed. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for the Commissioner's, the invoices payable to the Meadville Tribune for the total amount of \$738.60:

- HVAC bids for Public Defenders Office \$592.00
- County Auction \$146.60

Mr. Soff seconded and the motion carried.

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

There being no further items to address, Mr. Amato made a motion to adjourn at 9:57 AM. Mr. Soff seconded and the motion carried.

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Francis F. Weiderspahn, Jr., Chairman

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John M. Amato, Commissioner

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John Christopher Soff, Commissioner