

The Crawford County Board of Commissioners met on Wednesday, December 23, 2020, for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis Weiderspahn	Commissioner
Theresa Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Keith Button	Solicitor
Tim Brown	IT
Scott Hatton	IT
Stephanie Franz -phone	Chief Financial Officer
Tonya Moyer -phone	CCCC Administrator
Gail Kelly -phone	Human Services
Carla Smith -phone	Domestic Relations
Heidi Shiderly -phone	Court Admin
Greg Beveridge -phone	Public Safety
Mark Phelan -phone	Maintenance
Zack Norwood -phone	Planning
Jack Greenfield -phone	CCCCF
Emmy Arnett -phone	Prothonotary
Holly Varndell -phone	JPO
Joe Galbo -phone	Assessment
Brenda Schmidt -phone	County Recycling
Christopher Junker -phone	CCR Airport Authority
Sean Ray	Meadville Tribune

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on December 9, 2020.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on December 16, 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,067,231.54 for the period ending December 8, 2020. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Soff made a motion to approve the re-appointment of the following board members to renewed terms of office as Crawford County Regional Airport Authority Board Members. The Board requests the re-appointment of John Alexander, Christopher Junker and Robert Sheets to renewed 2- year terms of office as the Board of Directors. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to apply for a 901 Planning Grant from DEP to cover the expenses of the project. The estimated cost of the plan is \$85-\$90,000. The grant covers 80% of approved expenses. Mr. Soff seconded and the motion carried.

A correction was presented by Brenda Schmidt that Emil Spadafore is not Retiring as previously reported on 12/16/2020. He has Resigned from the position as the Authority Solicitor effective 12/31/2020. *For Information Only*

Mr. Soff made a motion to ratify the lease agreement with North Star Rentals LLC. Cost to the county is \$0.00 as this expense is paid with Incentive Funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice for the Board of Assessment Revision used the firm of Sammartino, Stout & Lo Presti for appraisal consulting services for the period of September 1, 2020 to August 31, 2021 amounting to 17 Appraisal Reviews \$6,250.00 for consulting on 10/23/2020. Less \$3,000.00 retainer previously applied, this invoice # RCC 20-21b is for the remaining amount owed amounting to \$3,250.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Annual Solicitor Fee for 2020 \$4,500 Emil M. Spadafore Jr. Esq. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Juvenile Probation Services Grant Award (Grant in Aid) for July 1, 2020 – June 30, 2021, in the amount of \$118,070.00 – Budgeted item. This covers all or part of our training, salary and operation expenses. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 5 replacement TVs for broken and malfunctioning TVs located in the inmate dayrooms. At the cost of \$1015.97. Funding to be from the Commissary Fund at no cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of safety glass to replace window broken by an inmate. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the rate contract with the VA from 12/1/2020-11/30/2021. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the lease agreement with Pitney Bowes for a term of 63 months at the rate of \$166.35 billed quarterly. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 3-year lease agreement with City of Meadville for the MDJ Meadville office beginning immediately and ending Dec. 31, 2023. Lease provides for a 4% increase in rent year 1, followed by 2% per year in subsequent years. Additional rent (utilities and maintenance) calculated at a pro rata share, based on square footage, of actual costs. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 5-year contract with Thompson Reuters for library print materials at a cost of \$69.76/month with 3% annual increases. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 5-year contract with Thompson Reuters for library print materials at a cost of \$2,713.36/month with 3% annual increases. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion ratify the purchase of Oracle Services from USIT for \$11,550.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of the Core Technology Program from CCAP for \$1,500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of VMWare update services from Candoris for \$6,720.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of VMWare Host Server from Dell EMC for \$15,082.32. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of Microphone and Volume Controller for Assembly Room from Smart Solution for \$1,555.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the renewal of a maintenance agreement with In-Synch Systems for the CADLINK for Records Management at a cost of \$1199.00. Paid for with funds from the 911 wireless funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase/installation of a NUC CAD Display terminal for projection of the AVL components on the monitors in the 911 center at a cost of \$815.00. 2020 Interconnectivity funds will pay for this project. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the one-time purchase of a Veriato Cerebral License for the DPS CAD Terminals payable to Elk County in the amount of \$789.17. Interconnectivity monies will fund this project. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of two Command Post PSAPs from Century Link/Lumen Technology at a cost of \$39,494.52. This will be paid for with funds from the 2020 Interconnectivity account and 911 Legacy funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual maintenance agreement for the command posts with Century Link/Lumen Technology at a cost of \$6,613.15 annually for three years. Paid for with wireless legacy funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice for – Scobell Company Inc. – this is for installation of a thermostat in old Quality Living Center - \$ 1,860.00 – THIS IS NOT A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice for- Tower Engineering, Inc. – this is for Professional Fees for Study Only of Courthouse – \$ 5,580.00 – THIS IS NOT A BUDGETED ITEM. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice for – Tower Engineering, Inc. – this is for Professional Fees for Structural Engineering Review - \$ 2,400.00 - THIS IS NOT A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice for – Telliho Tree Service - this is for removal of a tree on Bridge # 6 – Center St - \$ 2,400.00 – this will be paid for by Liquid Fuels Monies– THIS IS NOT A BUDGETED ITEM. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the repairs on Center St - Bridge # 6 – Shingledecker Welding Inc. – repairs needed due to a storm - \$ 5,427.10 – this will be paid for by Liquid Fuels monies - THIS IS NOT A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase materials to remodel First Aid Building at the Fairgrounds, so it can be used as a backup site for the 911 center – \$ 10,633.91

a. Ace Contractor Center - \$ 7,138.91

b. Carl Maillard - \$ 3,495.00

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the 2021 license renewal invoice from Eagleview Pictometry in the amount of \$3,300.00. This is a budgeted expense and is covered by multiple departments. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the 2021 license renewal invoice from ESRI for Arc GIS services in the amount of \$26,281.00. This is a budgeted expense and is covered by multiple departments. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the resolutions appointing Katherine Wickert and Daniel Arnett to the Crawford County Planning Commission to serve a four-year term starting January 1, 2021 and ending December 31, 2024. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a proclamation acknowledging Mark Nickerson of Blooming Valley for his years of service on the Crawford County Planning Commission. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a Cooperation Agreement with Vernon Township to assist in managing their Small Business Assistance grant program made available through their Community Development Block Grant funding. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a Cooperation Agreement with the City of Titusville to assist in managing their Small Business Assistance grant program made available through their Community Development Block Grant funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify an invoice from the Meadville Tribune for \$328.50 for a public advertisement for the Linesville CDBG Waterline Replacement Project. This invoice is covered with CDBG funding. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a payment to Fairfield Township for Lauderbaugh Road Culvert Project in the amount of \$17,670.34 paid with Act 13 funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Northwest Behavioral Health Partnership, Inc. – Administrative Services Agreement for 1/1/21 – 12/31/23. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Bethesda Lutheran Services (Therapeutic Summer Program Transportation). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Crawford Central School District (2nd Step Social Emotional Curriculum). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc. (Laptop for R. Clark). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JPO 20/21 Contract with Bethesda Lutheran Services – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 20/21 MH Contract with Mercer County Behavioral Health Commission, Inc. – Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 20/21 Professional Contract with Titusville Area Hospital. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following Retained Revenue Contract Amendments:

- Purchase Requisition – AT&T Mobility (2 iPads and 6 Hot Spots for ID)
- Purchase Requisition – CDW-G, LLC for 16 Printers for ID
- Child to Family Connections, Inc. – Amendment C-1
- Crawford County Mental Health Awareness Program, Inc. – Amendment C-1
- Erie Homes for Children and Adults, Inc. – Amendment C-1
- Supports, Inc. – Amendment C-1
- The Arc of Crawford County, Inc. – Amendment C-1
- Touch-Stone Solutions, Inc. – Amendment C-1
- United Community Independence Programs, Inc. – Amendment C-1
- Vallonia Industries, Inc. – Amendment C-1
- Crawford County Drug & Alcohol Executive Commission, Inc.– Amendment C-1
- Center for Family Services, Inc.

- Hand In Hand Christian Counseling, LLC – Amendment C-1
- YWCA Titusville

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion for the following Purchase Requisitions for approval:

• Tyler Technologies	\$ 56,864.83
• Svetz Consulting Services	\$ 1,714.00
• Human Services	<u>\$123,067.34</u>
Total	\$181,646.34

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for the following Purchase Requisition for ratification:

- PTS of America \$ 1,725.00

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for the approval to eliminate the Chief Deputy Passport Manager position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to eliminate the Passport Application Acceptance Program Manager position. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for the approval of the 2021 Tax Resolution:

20.25 - General Fund
0.90 – Debt Tax
<u>0.70</u> – Library Tax
21.85 - Total
* \$5.00 Per Capita Tax Re-enacted

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval of the New Hires/Transfers on the attached sheet from Human Resources/Payroll (list attached to the minutes). Mr. Soff seconded and the motion carried.

The next Meeting will be held on December 31, 2020 at 2:30 pm to reconvene on the 2021 Budget approval. There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Weiderspahn seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner