

The Crawford County Board of Commissioners met on Wednesday, September 22, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
Francis Weiderspahn- Phone	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacomo	Voters Services/IT
Greg Beveridge	Public Safety
Zach Norwood	Planning
Bettie Waite	Court Admin
Holly Varndell	JPO Chief
Tim Brown	IT Director
Mark Phelan	Maintenance
Gail Kelly	Human Services
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Lura Potts	Care Center DON
Brian Cagle	PYY (on behalf of CCIDA)
Kevin Tommaney	Armstrong Cable
Keith Gushard	Tribune

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the full meeting held on September 1, 2021.  
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on September 15, 2021.  
Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,363,548.04 for the period ending September 21, 2021. 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 incumbent director Paul Huber for a new five-year term beginning January 1, 2022 through December 31, 2026. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the appointments of the following individuals to fill current vacant positions on the Board of Directors. The recommendation is being made for Christopher Seeley to fill the opening left by the resignation of William Douglass for the remainder of his term of one year through 2022. The next recommendation is being made for Ross Feltz to fill the opening left by the resignation of Steve Jackson for the remainder of his term of three-years through 2024. The final recommendation is being made for Zachary Fannin to fill the opening left by the death of Francis Payne for the remainder of his term of four-years through 2025. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the work and approve the payment of \$603.00 to Mark Johnson Electrical Contracting for installation of two 30 AMP twist lock outlets in the DPS data room. The work was required by PEMA in order for Crawford County to prepare for transition to NG911. This expense will be reimbursed by PEMA at some point. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Juvenile Probation Services Grant Award (Grant In Aid) for July 1, 2021 – June 30, 2022, in the amount of \$118,070.00 – Budgeted item. This covers all or part of our training, salary and operation expenses. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 2022 filing system supplies for the Titusville MDJ office from Avail Business Systems Inc. at a cost of \$2,320.20. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve payment to Meadville Tribune for advertisement of the 2021 Tax Upset Sale in the amount of \$5,160.25. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of new carpet and installation for the ITS Network Administration room from Foulk's Flooring America for \$1000.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the lodging and transportation cost for the DON's travel to and from Harrisburg, PA from October 31, 2021 to November 5, 2021. Hotel cost to be approx. \$470.00, mileage reimbursement to be \$301.28 and meals at \$165.30 for a total reimbursement of \$936.58. \*Meals were not included initially on the work session agenda. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the memorial stone from Sunset Memorials in the amount of \$945.00 to be paid from the Memorial Fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the appointment of the following three individuals to the County's Broadband Technical Advisory Committee (BTAC). Mr. Weiderspahn seconded and the motion carried.

- James Becker
- Angela Annibale
- Marc Gibbs

Mr. Soff made a motion to approve to pay an invoice from the Meadville Tribune in the amount of \$426.75 for an advertisement for a CDBG public hearing. This will be paid for by the County's 2018 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from the Meadville Tribune in the amount \$1,394.50 for a bid advertisement for the Vernon Township ADA project. This will be paid for by the Vernon Township's 2018 and 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve to pay three invoices from Stiffler McGraw & Associates, Inc. for the following projects. Mr. Weiderspahn seconded and the motion carried.

- Richmond Township ADA project - \$420.78, paid for by the County's 2018 CDBG program.
- Beaver Township ADA project - \$668.93, paid for by the County's 2018 CDBG program.
- Steuben Township ADA project - \$399.50, paid for by the County's 2019 CDBG program.

Mr. Soff made a motion to ratify the award contract to replace Courthouse windows to United Contractors for \$559,000.00 – Courthouse Remodeling Project – Window Replacement Project. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify to pay invoice to install new modular aluminum ramp to the back of the Courthouse – Amramp - \$ 5,746.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve 2 invoices for Professional Engineering Services – Rehab Projects – The EADS Group – This is paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

- Bridge # 3 – Jerusalem Rd - \$ 2,732.83
- Bridge # 36 – Tobin Rd - \$ 11,071.41

Mr. Soff made a motion to approve the purchase of a 2017 Ford F-250 Truck from the Crawford County Care Center - \$ 28,227.00 – this will be paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify to repair the boilers at Renewed Life Haven – Johnson Controls - \$1,080.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice for 4 drinking fountains at the Courthouse – Winter’s Plumbing & Heating - \$4,131.40. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to purchase a new skid-steer and attachments from Bobcat of Erie - \$42,414.15 – this includes trade-in. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the Payment to Center for Family Services, Inc. (ERAP Services Provided 8/10/21 – 8/26/21 and Admin Reimbursement 4/1/21 – 8/25/21). Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 21/22 with C.H.I.L.D., Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the following Contracts Same Rates as Prior Year. Mr. Weiderspahn seconded and the motion carried.

- CYS/JP Contracts FY 21/22 with - A Place for Hope, Healing and Transformation, LLC
- MH/ID/EI Contracts FY 21/22 with - Vallonia Industries
- Professional Contracts FY 21/22 with - Crawford Central School District

Mr. Soff made a motion to approve Purchase Requisitions for the following in the amount of \$541,762.43. Mr. Weiderspahn seconded and the motion carried.

- Crawford County CYS 389,339.43
- CC Convention & Visitor Bureau 125,000.00
- CC Convention & Visitor Bureau 2,000.00
- Community Health Services 25,423.00

Mr. Weiderspahn made a motion to ratify the renewal of the AEP Energy Electric pricing summary Contract effective to start on 10/26/2021 for 37 Month term. Mr. Soff seconded and the motion carried

Mr. Soff made a motion to ratify the payment of Invoice 32929 in the amount of \$1,764.78 from Leonard's Auto Service & Towing for the repairs made to the 2010 Dodge Caravan SE.

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify payment in the amount of \$12,960.00 to AT&T for the iPads for first responders and their training. Mr. Weiderspahn seconded and the motion carried.

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

The next Meeting will be held on meeting will be held on Wednesday October 6, 2021. There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Weiderspahn seconded and the motion carried.

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Eric Henry, Chairman

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Francis F. Weiderspahn, Jr., Commissioner

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John Christopher Soff, Commissioner