

The Crawford County Board of Commissioners met on Wednesday, February 24, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis Weiderspahn	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matthew Digiacommo	Voting Systems Specialist
Mark Peaster	Procurement
Keith Gushard	Meadville Tribune
Kevin Tommaney	Armstrong Cable
Anthony Digiacommo -phone	Veterans Services
Gail Kelly -phone	Human Services
Greg Beveridge	Public Safety
Mark Phelan -phone	Maintenance
Scott Schell -phone	Coroner
Tonya Moyer -phone	CCCC
Zach Norwood -phone	Planning
Heidi Shiderly -phone	Court Admin
Sue Watkins -phone	Human Services
Jim Becker -phone	Economic Progress Alliance

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on February 10, 2021.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on February 17, 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,994,412.59 for the period ending February 23, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve RACP Cooperation Agreement - PROJECT NAME: Vernon Place – Job Generator Rt. 322 & Rt. 19 Corridor (1724-00) – Crawford County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion approve RACP Cooperation Agreement - PROJECT NAME: French Creek District Initiative (Meadville) (2074-00) – Crawford County. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase computer to replace and out of date laptop in the amount of \$1,163.90. This is a budgeted item, Working with IT to procure through Dell Marketing. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the vendor pool for vehicle maintenance. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of the annual Pathologist Retainer Fee to the Erie County Coroner's office for calendar year 2021 in the amount of \$7,000.00. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a three-year Support/Subscription of VMWare 7 from Dell for \$22,061.78. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve invoices from Courthouse Remodeling Project– new Finance office in the amount of \$85.79. Mr. Weiderspahn seconded and the motion carried.

- The Home Depot - \$72.52
- Meadville Ace Contractor Center - \$13.27

Mr. Weiderspahn made a motion to approve invoices from Courthouse Remodeling Project – new 3rd Floor Conference Room in the amount of \$100.71. Mr. Soff seconded and the motion carried.

- The Home Depot - \$100.71

Mr. Soff made a motion to approve the Investment Management Agreement with Erie Bank for the Crawford County IMA account. This is an update that is required by the bank. It has been reviewed by the solicitor. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the transfer of Crawford County Self Insurance Trust account into a newly set up Insurance Reserve savings account. This trust account was recently released by PA Department of Labor and Industry. This new account is in response to a requirement by PCHIP. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the transfer of Crawford County Workers Comp Claims account into a newly set up Insurance Reserve savings account. This new account is in response to a requirement by PCHIP. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the additional payment of \$5,999.34 to Kolaja Fire Equipment for the upfitting of the MPV primarily due to the installation of the light-tower. This is in addition to the original combined quotes of \$41,734.47. Total cost paid to Kolaja was \$47,733.81. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of a 2021 RAM 1500 from Apple Automotive at a cost of \$24,364.00. Vehicle will be purchased out of Haz-Mat funds at no additional cost to the County. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the one-time purchase of Asure Express ID Badge Software for DPS at a cost of \$692.00. Wireless funds will be used for this purchase at no additional expense to the County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to Crawford County Commissioners (Pension ARC Payment for CYS and MH/ID/EI). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the following Purchase Requisitions from – Dell, Inc. Mr. Soff seconded and the motion carried.

- Laptop for D. Gabriel
- Laptop for C. Jenkins-Lawrence
- Tablet for T. Campbell

Mr. Soff made a motion to ratify Purchase Requisition – Shred IT/Stericycle – for the extra shredding of 2 pallets (80 boxes) of files that have reached their expiration and can be shredded. Total cost - \$240.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 20/21 for The Bair Foundation of Pennsylvania – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to Professional Contracts FY 20/21 for United Way of Western Crawford County, Inc. – Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the application and contract for a COVID-19 Hospitality Industry Recovery Program (CHIRP) grant in the amount of \$958,539 from the Department of Community and Economic Development (DCED). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Meadville Tribune Invoice in the amount of \$458.25 for advertisements with the Linesville Waterline project. Paid for with Community Development Block Grant (CDBG) funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a cooperation agreement with Pennsylvania Environmental Council (PEC) for project management services associated with the County's \$1.5 million Appalachian Regional Commission (ARC) grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with CHC Solutions for Medicare Part B Supplies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Access Agreement with Meadville Medical Center for computer access. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the creation of the Clinical Case Manager position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify eliminating the Admissions and Marketing position. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to eliminate the Co-Activity Director position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to eliminate the restorative coordinator position. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisitions for the following in the amount of \$189,929.00. Mr. Weiderspahn seconded and the motion carried.

- Community Health Services \$184,417.00
- Northwest Commission \$ 5,512.00

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$214,200.00. Mr. Soff seconded and the motion carried.

- Dominion Voting \$ 214,200.00

Mr. Soff made a motion to the contract with Maher Duessel for auditing services provided to the county from 2020-2024. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify and adopt the 2021 Assessment and Per Capita rolls. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Catastrophic loss refunds Albaugh Realty, LLC (\$307.56 Dwelling destroyed by fire on 3/21/2020 and Carol E. Brooks (\$251.28 Dwelling destroyed by fire 5/16/2020.) Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a refund due to a clerical error for Joshua McKinney & Stephanie Yatzor in Saegertown Borough (\$187.43) for an error on garage addition measurements. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the credit memos due to clerical errors for Steven Petruolo and Vicky Braden in Meadville (\$239.70) for an incorrect assessment of rear dwelling addition and David Crawford and Roberta Bowers in Titusville (\$281.67) for lack of deduction due to grade. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify COVID-19 pandemic assistance payments to the following non-profit organizations, as determined by the CARES Act Committee. Mr. Soff seconded and the motion carried.

- GFWC Meadville Women's Club \$ 4,000.00
- Local EAA Chapter 1194 \$ 2,500.00
- Conneaut Lake HS Alumni Association \$ 2,500.00
- Unsigned Santa \$ 5,000.00
- Crawford Central Comm. Found. \$ 7,500.00
- Maplewood Tigers Football Booster \$ 7,500.00
- Meadville Area Band Boosters \$ 7,500.00
- Cardinal Music Boosters \$ 7,500.00
- Titusville Council on the Arts \$ 1,000.00
- Post 2006 VFW \$20,000.00
- American Legion Post #111, Home Asn. \$20,000.00
- VFW Post 169, James D. Bowers \$20,000.00

Mr. Soff made a motion to ratify awards made by the Bar and Restaurant Assistance (BARA) Program. Mr. Weiderspahn seconded and the motion carried.

• Riverside Brewing	\$75,920.96
• Cannon's Chophouse	\$71,837.48
• Voodoo Brewing, Co	\$63,827.08
• Pampered Palate	\$35,228.61
• Ranz, Inc.	\$30,559.04
• Meadville Valenza Restaurant	\$25,988.00
• Pale Horse Industries, Inc. DBA Julian's Bar & Grill	\$25,518.64
• Leo Enterprises	\$24,619.15
• Sprague Farm & Brew Works	\$24,569.00
• The Crooked Paddle	\$19,478.56
• J.I's Place	\$19,442.04
• Mortal Keys Brewing Company	\$18,126.00
• Willy G's	\$15,419.32
• Safari Bar	\$14,954.40
• Russell's BBQ	\$13,482.00
• Chipper's Pub	\$12,581.32
• Aces Bar & Grill	\$12,504.00
• Vacavi Café	\$12,221.40
• Chandie Inc. DBA Playmakers Pub	\$11,991.39
• The Other Place	\$11,886.28
• L&M Eatery	\$11,753.86
• Roff School Tavern	\$11,636.14
• The Hotel Conneaut	\$11,621.00
• Smokin' J's	\$11,287.56
• Tarot Bean Roasting Co.	\$ 9,068.00
• Forestview Restaurant	\$ 8,654.00
• Mad Hatter Southwest Grill	\$ 7,664.24
• BoRocks	\$ 7,520.00
• The Java Tree Café	\$ 7,419.44
• Double D's Venango Hotel, Inc.	\$ 6,731.04
• Market House Grill	\$ 6,394.26
• Jacobs, Inc.	\$ 6,193.36
• Making Memories Catering	\$ 5,789.43
• Kay's Cardinal Country Restaurant	\$ 5,105.00
• Round the Lake Kitchen	\$ 3,815.00
• Veronica's Café	\$ 3,026.29

Mr. Weiderspahn made a motion to approve the “Resolution terminating Resolution No. 13 of 2012 Relating to Courthouse Security”. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the New Hires/Transfers on the attached sheet from Human Resources/Payroll (list attached to the minutes). Mr. Soff seconded with the request to table the Judicial Center Buildings & Grounds emergency new hire for further discussion. The request and motion carried.

The next Meeting will be held on meeting will be held on March 3, 2021. 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