

The Crawford County Board of Commissioners met on Wednesday, June 23, 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
Matt Digiacommo	Voters services
Tim Brown	IT
Greg Beveridge	Public Safety
Heidi Shiderly	Court Admin
Zach Norwood	Planning
Mark Phelan	Maintenance
Jack Greenfield	CCCCF
Dave Powers	Sheriff
Sue Watkins	Human Services
Wes Rowden	Public Defender
Leighann Steck	Care Center
Holly Varndell	JPO
Chris Seeley	Auditor
Francis Schultz	District Attorney
Paula Digiacommo	Assistant DA
Brittany Johnston	HR Director
Ellie Donnell	HR/Payroll
Evey Neville	Teachers in the Workforce
Nova Dinsmore	Teachers in the Workforce
Marissa Pallerino	Teachers in the Workforce
Bradley J. King	Guest Citizen
Sean P. Ray	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 June 9, 2021.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on June 16, 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,223,346.27 for the period ending June 22, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the updated service agreement with Pennsylvania Department of General Services-DGS COSTARS, BI Incorporated and Crawford County Juvenile Probation. This annual service contract is for the electronic monitoring program and specifies equipment rental costs, repairs and monitoring service charges for the house arrest electronic monitoring program with Juvenile Probation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a contact management system from LegalEdge. Cost is projected to be total of \$18,700 for set-up fee and annual maintenance. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of two Soft Codec Conferencing Systems (QSC Video Conferencing) from Horizon Information Services for Courtrooms 2 & 3, each system for \$15,021 for a total cost of \$30,042.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of (2) -Vests and Carriers for County Security Officers and (1) -Vest and Carrier for the Sheriff. Total purchase amount is \$2,633.92. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion ratify the transfer of the ARPA Funds in the amount of \$8,219,095.50 to the new MMA account at Mercer County State Bank. A portion of the funds will be moved to short term investments after more direction on how the funds will be used here in the County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a SureGuard Correctional Chair. The SureGuard Safety Restraint Chair is intended to help control combative, self-destructive, or potentially violent detainees. If used properly it can reduce the risk of physical harm to both the detainee and staff. Violent behavior may mask dangerous medical conditions; therefore, detainees must be monitored for and provided with medical treatment if needed. The restraint chairs currently used are not conducive for medical treatment. Nor are they as humane as the SureGuard Safety Restraint Chair. Cost per chair is \$2,334.37 purchased from Bob Barker. To be paid thru Commissary funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of new roof top heating and air condition units. (16 RTUs) The new RTUs will be equipped with UVC lighting that is 99% effective in killing bacteria, viruses and germs. All RTUs, needed parts and equipment will be purchased from RE Michaels. Total purchase price is \$123,942.80. Approximately \$13,500 cheaper than the next nearest quote. To be paid thru the COVID-19 funding. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the annual Hazardous Materials Response Fund grant application submitted to PEMA in the amount of \$17,271.00. Will purchase calibration cylinders, docking stations and cylinder holders to enhance the twenty multi-gas detectors purchased last year and disbursed to numerous Crawford County based Fire Departments. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase and installation of additional ambient light fixtures and remote operation switches above six 911 consoles at a cost of \$1,788.00. Work to be completed by Mark Johnson Electrical Contracting. This expense is paid for with wireless funds at no additional expense to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the updated Hazardous Materials Incident Cost Recovery Policy. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the contract with Livanta, an agreement required by Medicare. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Miller Brothers Staffing for Temp to Hire. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of 2 air mattresses with pumps from Medline in the amount of \$1,890.00 from Nursing Minor Equipment. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay a second reimbursement to two businesses through the City of Titusville's CDBG-CV program. Mr. Weiderspahn seconded and the motion carried.

- Beatty's Switchblade 347 - \$6,877.78
- Jody Burt Hairstyling - \$963.86

Mr. Weiderspahn made a motion to approve to pay a rent and utility program invoice from CHAPs for the City of Meadville's CDBG-CV program in the amount of \$18,670.49. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay a rent and utility program invoice from Center for Family Services (CFS) for the City of Meadville's CDBG-CV program in the amount of \$7,439.49. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay a Titusville Herald invoice for the City of Titusville's Day Park ERR advertisement in the amount of \$374.95. This is paid for out of the City of Titusville's 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to create an American Rescue Plan Act Project Manager position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify to accept proposal from Tower Engineering for Design Services for the HVAC system upgrades in the Courthouse. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Courthouse Remodeling Project - Approval to purchase a fabricated metal base for high density storage unit from Lubiniecki Welding & Equipment – this is to be reimbursed by the record retention fund - \$1,481.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify to purchase and install a new 2-way valve at Renewed Life Haven – paying \$ 6,305.40 now, which is 90 % of quoted price of \$7,006.00. Remaining balance of \$ 700.60 will be paid at completion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of portable pump and hose from Kolaja Fire Equipment - \$ 1,821.60- pd by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve for Penelec to design work to relocate utility pole – this is part of the parking lot project behind the Courthouse - \$ 1,500.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Courthouse Remodeling Project - for floor analysis and design of frame for the high-density storage in old Assessment Office – Young Structural LLC - \$1,875.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment for Federal Bridge Inspection Program # 20 – Estimate # 13 - \$12,810.86 – pd by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify to purchase and install of (2) 48-inch exhaust fans in Exhibit #1 building in the Fairgrounds - \$ 11,443.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the form for Vehicle Transfer (2014 Dodge Grand Caravan to Voters Services). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Horizon Information Systems, Inc.'s Maintenance, End User License, and Backup Agreements for FY 21/22. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MATP Assurance of Compliance for FY 21/22. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Bethesda Lutheran Services (Ukeru Shields). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Dell, Inc. (Tablet for D. Stallard) – revised. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Meadville-Western Crawford County Chamber of Commerce (Heather Frentz’s Leadership Meadville Tuition Fee).

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following CYS/JP Contracts FY 20/21: Children’s Aid Society of Mercer County – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following MH/ID/EI Contracts FY 20/21: The Arc of Crawford County, Inc. – Amendment C-2. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following CYS/JP Contracts FY 21/22: Auberle – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following CYS/JP Contracts FY 21/22: Children’s Aid Society of Mercer County – Amendment F-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following CYS/JP Contracts FY 21/22: George Junior Republic in Pennsylvania. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following CYS/JP Contracts FY 21/22: The Children's Institute of Pittsburgh. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following MH/ID/EI Contracts FY 21/22: The Arc of Crawford County, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following MH/ID/EI Contracts FY 21/22: Youth Advocate Programs, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following at the Same Rates as Prior Year Professional Contracts FY 21/22: Bliss Nutrition Services, LLC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following at the Same Rates as Prior Year Professional Contracts FY 21/22: Melvin J. Strathen, Jr. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following at the Same Rates as Prior Year Professional Contracts FY 21/22: United Way of Western Crawford County, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisitions for the following in the amount of \$46,714.00. Mr. Weiderspahn seconded and the motion carried.

- MaherDuessel 45,000.00
- Svetz Energy Services 1,714.00

Mr. Weiderspahn made a motion to approve the Contract for Corporate Credit Card Services – Erie Bank No fees. We are currently paying fees through our program. (\$100/mo.) Cash back: 1% \$1-\$999,999; 1.25% \$1M - \$9,999,999; 1.5% \$10M+Current program doesn't reward until charges reach \$1M. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to appoint Victoria Soff as Crawford County's private sector representative for the Northwest Regional Planning Commission. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to rename East Main and Main Streets at the Fairgrounds "Steve Scott Way". Mr. Soff 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 July 7, 2021. There being no further items to address, Mr. Weiderspahn made a motion to adjourn. Mr. Soff seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner