

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

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis Weiderspahn	Commissioner
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matthew Digiacommo	Voting Systems Specialist
Kevin Tommaney	Armstrong Cable
Kenny Johnston	Vantage
John Leffingwell	Pine Twp - Citizen
Beth Forbes	Register & Recorder
Trevor Oates	APO
Mark Phelan	Maintenance
Jack Greenfield	CCCF
Heidi Shiderly	Court Admin
Gail Kelly -phone	Human Services
Greg Beveridge -phone	Public Safety
Zach Norwood -phone	Planning
Holly Varndell -phone	JPO
Tim Brown -phone	IT
Tonya Moyer -phone	CCCC
Garrett Dvorkin -phone	Titusville Herald

The meeting was opened with the Pledge of Allegiance.

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

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

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,945,518.25 for the period ending March 23, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the Commercial Landscaping Management Service Agreement from Trace Lawn & Landscaping Inc. for the Hardscaping Project to be completed at the Historical Building at the Fairgrounds. Total cost for the project is \$3,122.00. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of the Infocon Corp. invoice in the amount of \$3,499.11 for the microfilming of ROW Estates years 1987 through 1988, ROD & ROW documents for year 2019 and ROD instruments 201606773 through 201607984. \$2500 of this invoice will be paid from the ROD Records Improvement fund. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the agreement between Crawford County Conservation District and JPO for providing mowing, trimming and basic yard clean up service, and service will be provided by youth working within the Community Service Program of JPO. The contract will be effective April 6, 2021-October 15, 2021. The Conservation District will agree to pay a one-time fee to JPO in the amount of \$4500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an upgrade to the video conferencing system in MDJ Vernon office. Upgrade project includes 2 micro-PCs; 2 web cams; 3 tv screens; wall mounts; keyboard/mouse combo totaling \$2160.76. An additional not to exceed \$400 for necessary shelving; electrical receptacles, wiring, conduit, etc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the year 3 payment of the 3-year Microsoft EA Agreement from CDWG for \$98,554.40. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Amendment No.1 with Value Payment Systems, LLC. This change reduces the fee to 2.5% on credit cards and adds AmEx as an accepted payment type. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve and sign the Grant in Aid for Adult Probation/Parole in the amount of \$97,180.00. This amount is used to supplement the Adult Probation/Parole officer's salaries. This year the Grant in Aid has been moved from being overseen by the Board of Probation and Parole to the PCCD. The Grant in Aid is for the same amount as last year, but next year the grant will become a competitive grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of \$1,597.00 to Line X of Crawford County for upfitting (undercoating, running boards, bedliner, floor mats) of the recently purchased RAM 3500. Haz-Mat monies will be used to cover this expense at no additional cost to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution adopting the FEMA/PEMA approved County-wide Hazard Mitigation Plan. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve invoices from Courthouse Remodeling Project – new Finance Office in the amount of \$510.79. Mr. Soff seconded and the motion carried.

- The Home Depot \$29.30
- Sherwin Williams \$481.49

Mr. Soff made a motion to approve payment of an invoice to EADS Group – this is for Federal Bridge Inspection Program #20 – Estimate # 11 - \$6,342.50. THIS IS A BUDGETED ITEM. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of \$916.00 to The Wilkins Company for replacement of an outside security camera. This is not a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of \$8625.00 to The Wilkins Company for annual fire alarm inspection fee. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a 14-locker key storage system to be used to improve key control. The purchase price is \$917.62. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of N95 masks from The Shamrock Co. in the amount of \$2,440.00 to be paid from COVID funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a Spectralink phone and battery from CDW Government in the amount of \$827.23 to be paid from Admin. Minor Equipment. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Pennsylvania Healthcare Association Mutual Aid Agreement- Annual review and authorization to participate. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the cooperation agreement between Crawford County, Clarion County, and McKean County for administration of Appalachian Regional Commission (ARC) grant funding. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from the Meadville Tribune in the amount of \$316.00 for 2021 CDBG advertising expenses. Paid for through the CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to reimburse the Center for Family Services for staff wages associated with the food bank in the amount of \$7,000.00. Paid for through the City of Meadville's CDBG-CV program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the EI I&E Report for FY 19/20. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Dell, Inc. (Tablet for A. Painter and J. Stewart). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition for Word Systems, LLC (5/1/21 – 4/30/22 Maintenance Renewal for Children's Interview Center's iRecords - Universe Equipment). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify Professional Contracts FY 20/21 for Center for Family Services, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisitions for the following in the amount of \$142,587.00. Mr. Weiderspahn seconded and the motion carried.

- Women's Services \$10,000.00
- CATA \$50,000.00
- Community Health Services \$39,558.00
- Community Health Services \$43,029.00

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$1,011.68

Mr. Soff seconded and the motion carried.

- Culligan Water Conditioning \$1,011.68

Mr. Soff made a motion to approve the appointment of Robert Muth to the Investment Advisory Group. 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 April 7, 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