

The Crawford County Board of Commissioners met on Wednesday, September 8, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacomo	Voters Services/IT
Jessalyn McFarland	Voters Services
Greg Beveridge	Public Safety
Zach Norwood	Planning
Heidi Shiderly	Court Admin
Mark Phelan	Maintenance
Jack Greenfield	CCCF
Gail Kelly	Human Services
Dave Powers	Sheriff
Brittany Johnston	HR Director
Ellie Donnell	HR Payroll
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 August 25, 2021.
Mr. Weiderspahn seconded and the motion carried.

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

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,120,638.59 for the period ending September 7, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify the purchase of 15 Cases of Cougar Paper from Fine Print for Ballots with the total price of \$1275.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the contract with B&A Cleaning Services for cleaning of Titusville MDJ office effective Aug. 28, 2021, cleaning twice a week for \$140 a week, billed monthly. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a new contract with Keefe Commissary. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 16 trays of batteries for the 911 Center UPS from the Eaton Corporation at a cost of 11,027.05. Act 12 monies will cover this expense with no additional cost to the county. Batteries were identified as needing replacement during last technician service visit due to life expectancy. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion approve to renew the annual service agreement with Eaton for the UPS at a cost of \$4079.25. Act 12 monies will cover this expense with no additional cost to the county. Mr. Soff seconded and the motion carried.

Mr. Henry made a motion to ratify the cost of Schedule Optimizer Training with Smartlinx, for a total amount of \$600.00 This was not budgeted, a budget transfer will be completed for this cost to be paid from Admin. Training & Meetings. Mr. Soff seconded and the motion carried.

Mr. Henry made a motion to approve the cost of Nurse Aide Training for (1) staff member in the total amount of \$1,425.00. This was not budgeted. A budget transfer will be completed for this cost to be paid from Nursing Training and Meetings. Mr. Weiderspahn seconded and the motion carried

Mr. Henry made a motion to approve the changing of positions 3610-069 and 3610-070 from Nurse Aide IC 100% to Nurse Aide 60% (to allow 2- 12-hour shifts, 11a-11p Sat/Sun) These positions already addressed in the SEIU contract. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Palmetto Posting for posting of the 2021 Tax Upset Sale and the 2020 Notice of Claim properties. The total due is \$43,315.00. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to Crawford County Legal Journal for advertisement of the 2021 Tax Upset Sale in the amount of \$4,362.50. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Titusville Herald for advertisement of the 2021 Tax Upset Sale in the amount of \$5,522.25. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice for Courthouse Remodeling Project – new HVAC system – Tower Engineering - in the amount of \$ 6,300.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice for Federal Bridge Inspection Program – Estimate # 14 – The EADS Group - \$ 24,674.84 – this is paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve 2 invoices for Professional Engineering Services - Bridge # 3 – Jerusalem Rd – Rehab Project – The EADS Group – total of \$ 6,444.90. Mr. Weiderspahn seconded and the motion carried.

- Invoice #326615 - \$ 5,378.25
- Invoice #326902 - \$ 1,066.65

Mr. Weiderspahn made a motion to approve the invoice for advertisement of Bridge # 3 - Jerusalem Rd – Rehab Project – The Meadville Tribune - \$ 1,226.00 – this will be paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the removal/demolition of South Perry St Bridge by PennDot Contract. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following required plans to be included in Crawford County's 2021 Community Development Block Grant (CDBG) application to the Department of Community and Economic Development (DCED). Mr. Soff seconded and the motion carried.

- Crawford County's Minority and Women's Business Enterprise Plan
- Crawford County's Section 3 Plan

- Crawford County's Residential Anti-Displacement and Relocation Assistance Plan

Mr. Soff made a motion to approve a Statement of Assurances resolution to be included in Crawford County's 2021 CDBG application to the DCED. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to pay an invoice from the Titusville Herald in the amount of \$314.15 for Crawford County's FY 2021 application public hearing notice. This is paid for out of Crawford County's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from the Meadville Tribune in the amount of \$466.50 for a public notice associated with the Conneautville Stormwater project's environmental assessment. This is paid for out of Crawford County's CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from CHAPS in the amount of \$4,064.25 for their June 2021 Rent and Utility program. This is paid for out of City of Meadville's CDBG-CV program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from Lindy Paving and Sealcoating Inc. in the amount of \$61,365.49 for completion of the City of Meadville's 2019 milling and paving project. This is paid for out of City of Meadville's FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from the Titusville Herald in the amount of \$346.60 for publication of the final 8-step process notice for the Ed Myer complex project. This is paid for out of the City Titusville's FY 2020 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MATP Report for FY 20/21. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify – Payment to Center for Family Services, Inc. (ERAP Services Provided 7/2/21 – 7/14/21). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify – Payment to Center for Family Services, Inc. (ERAP Services Provided 8/2/21 – 8/16/21). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Sale of Four Vehicles (2007 Dodge Caravan SE, 2009 Ford Fusion SE AWD, 2010 Ford Fusion S, and 2009 Dodge Charger SXT AWD). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 21/22 for MHY Family Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contracts FY 21/22 for Perseus House, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Professional Contracts FY 21/22 for Sign Language Interpreting Professionals, LLC. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion approve the following MH/ID/EI and Professional Contracts FY 21/22 Same Rates as Prior Year. Mr. Soff seconded and the motion carried.

- Erie Homes for Children and Adults, Inc.
- Interim HealthCare of Pittsburgh, Inc. DBA Interim HealthCare of Meadville
- Merakey Pennsylvania
- Supports Inc.

- Touch-Stone Solutions, Inc
- Bonnie Guffey
- Watts and Pepicelli, PC

Mr. Soff made a motion to approve Purchase Requisitions for the following in the amount of \$114,019.73. Mr. Weiderspahn seconded and the motion carried.

- | | |
|----------------------------------|------------|
| • Crawford County Drug & Alcohol | 5,949.73 |
| • PCORP | 108,070.00 |

Mr. Weiderspahn made a motion to ratify Purchase Requisitions for the following in the amount of \$677,627.43. Mr. Soff seconded and the motion carried.

- | | |
|--------------------------------|------------|
| • PA Counties Health Insurance | 677,627.43 |
|--------------------------------|------------|

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, September 15, 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