

The Crawford County Board of Commissioners met on Wednesday, January 26, 2022 for a regular meeting, with the following present or by phone:

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| Eric Henry | Chairman |
| Francis Weiderspahn | 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 |
| Zach Norwood | Planning |
| Paula DiGiacomo | District Attorney |
| Jack Greenfield | CCCF |
| Holly Varndell | JPO |
| Joe Galbo | Assessment |
| Trevor Oates | APO |
| Scott Hatton | IT |
| Chris Seeley | Auditor |
| Heidi Shiderly | Court Admin |
| Mark Phelan | Maintenance |
| Sue Watkins | Human Services |
| Dave Powers | Sheriff |
| Tonya Moyer | Care Center Director |
| Greg Beveridge | Public Safety |
| Chris Seeley | Auditor |
| Brittany Johnston | HR |
| 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 reconvene meeting held on December 30, 2021.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the full session on January 12, 2022.
Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on January 19, 2022.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of bills in the amount of \$2,817,087.84 for the period ending January 25, 2022. Mr. Soff seconded and the motion carried.

Executive Sessions: Meeting was held on January 24, 2022 to discuss personnel – Care Center.

Public Comments: None

Official Business:

Mr. Soff made a motion to approve the purchase of a new laptop in the amount of \$1,018.24.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of 14,832 Flags to be placed on Veteran's Graves – Cost: \$9,999.76. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of an Ammunition order for 2023 totaling \$8,413.22. Prices are going to go up substantially in February. This order will lock us in for 2023 order at today's prices. Mr. Weiderspahn seconded and the motion carried.

- 3 cases of Federal .40cal 165 gr. HST \$1,047.42
- 11 cases of Federal .40cal 165gr FMJ \$2,883.32
- 24 cases of Federal 5.56 XM193 FMJ \$4,482.48

Mr. Weiderspahn made a motion to approve to pass the resolution for the sale of a Diamante steno writer by Stenograph, Serial No. Z07571. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pass the resolution for the sale of a Diamante steno writer by Stenograph, Serial No. Z07659. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the renewal of the license with Veriato for CAD keyboard and screen capture software. This is a Northern Tier Coalition with the cost split between all participating agencies. Our cost of \$542.87 is payable to Elk County, the Fiduciary. This is a budgeted expense. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the grant from PEMA in the amount of \$603.00 for work related to preparation for the transition to NG-911. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Invoice # IN008568 From VISION Government Solutions in the amount of \$10,326.00 for CAMA Maintenance: 1/1/2022 - 12/31/2022. This was in the 2022 budget approved by the Commissioners. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Acquisition of extra - Full LANDEX Licenses @ \$3,200.00 each = \$3,200.00. 1- 1st Year Support for above @ \$640.00 each/yr. = \$640.00 for a Total of \$3,840.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice in the amount of \$14,370.00 for the annual fees for our AP Management System license, mobile licenses, collection reminders, tech support, text reminders, CPCMS-MDJS Data Service for the Court Data. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of maintenance and battery replacement of the Courthouse UPS from Nationwide Power for \$4,472.04. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the following Register and Recorder/Assessment office move invoices totaling \$3,294.87. Mr. Soff seconded and the motion carried.

- Data Cable 9000 feet from Hite Mayer Electric for \$2,506.14
- Network Patch Cables from ShowMeCables for \$160.67
- Data Cable, Network Ports, Connections and Wall Places from Amazon for \$603.82
- 15 Foot Switch Power Cable from Amazon for \$24.24

Mr. Soff made a motion to approve to purchase and the installation of 16 Southern Folger cell door food passes, commonly known as wickets. Wickets will be purchased from CRAFTMASTER HARDWARE. Cost for the wickets is \$19,782.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve for installation of 16 cell door food passes, commonly known as wickets. Installation will be done by Rademacher Industrial at a cost of \$5,104.00. Requesting both Item A and B be funded with the PCOMP grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase Electrostatic Disinfectant sprayer from DeSantis Solutions at the cost of \$864.50. Requesting funding from the ARPA fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to repair a 15' field seam on the rubber roof that is leaking. This needs repaired correctly in order to alleviate continued leaks on the roof at JPO. Wet weather has been an annual problem. The price for repair is \$1,294.00 and the quote includes details of the repair and is provided by Northwestern Roofing Company, Inc. Erie, PA, specializing in rubber roofs. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 5 new BI Incorporated Home Guard 20/20 RF cellular house arrest units to replace existing outdated electronic monitoring/ house arrest equipment. The current equipment being utilized is obsolete in 2022. The purchase price for each unit is \$2,100.00 and includes ankle transmitter, 12- month warranty, first year Telco fees, transmitter straps and security clips. Total purchase price is \$10,500.00 for all 5 units and has been approved through the CYS/JPO Needs Based budget to cover the purchase cost. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of two (2) Point Blank BII-I Level II Concealable bullet proof vests for \$572.11 each, totaling \$1,144.22. Half of the cost will be refunded by the Bullet Proof Vest Program through the Department of Justice. The cost of JPO will be \$572.11 after refund. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Nurse Aide Training Clinical Agreement with HVA. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of a room divider from Builder's Hardware, to be paid from County ARPA funds. Mr. Weiderspahn seconded and the motion carried.

Ms. Moyer requested to remove the agenda item to create one (1) Per Diem Chaplin position, at the same rate as the Per Diem Activity Aides of \$10.50.

Mr. Soff made a motion to ratify payment of an invoice to Pictometry Connect for renewal online licenses in the amount of \$3,300. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from Crawford Area Transportation Authority (CATA) in the amount of \$283.50 for their December travel expenses for the Rural Family and Workforce Transit Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a subrecipient agreement with Economic Progress Alliance of Crawford County for the Former Race Street Lumber Property Environmental Phase 2 project. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the approval to pay Brian Noah – reimbursement of printing fees from Starr Image Products - \$87.93. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to purchase sidewalk salt – DeSantis - \$1,421.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay Scobell Company, Inc. – to repair pump at Old QLC – \$1,088.75. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay Scobell Company, Inc. – to repair boilers at Courthouse – \$589.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to hire Rabe Environmental Systems Inc. – to replace 2 relief valves at the Renewed Life Haven - \$1,178.00 paid by Human Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify Approval of invoices from Courthouse Remodeling Project-Register & Recorder Remodel – in the amount of \$1,771.36. Mr. Weiderspahn seconded and the motion carried.

- Ace Contractor Center - \$993.50
- Mark A. Johnson Electrical Contracting - \$441.50
- The Home Depot - \$33.46
- Weber Electric Supply - \$302.90

Mr. Weiderspahn made a motion to ratify Approval of invoice from Courthouse Remodeling Project-New Commissioners Conference Room – in the amount of \$69.94 from The Hite Company. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify - Payment to Center for Family Services, Inc. (ERAP Services Provided 12/6/21 – 1/4/22). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Personnel – 1/1/22 – 12/31/24 CCHS Advisory Board Member Terms for Steve Bridger, Gary DeSantis, Dr. Humberto Dorta and Bill Lilley. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve - Personnel – Recommendation of Amber Geiger to CCHS Advisory Board. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve MH/ID/EI Contracts FY 21/22 from Community Counseling Center of Mercer County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following Purchase Requisitions in the amount of \$272,340.36. Mr. Weiderspahn seconded and the motion carried.

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|----------------------------|-----------|
| • City of Meadville | 4,000.00 |
| • City of Meadville | 2,000.00 |
| • City of Meadville | 2,000.00 |
| • Northwest Commission | 5,512.00 |
| • CCAP | 14,990.00 |
| • Active Aging | 8,000.00 |
| • Port Meadville Airport | 40,000.00 |
| • Meadville Medical Center | 46,811.22 |
| • HSBG/EI | 54,602.44 |
| • HSBG | 92,552.64 |
| • Retirement Home TV | 1,272.06 |
| • ABCO Fire Protection | 600.00 |

Mr. Weiderspahn made a motion to approve the payment of the Dominion invoice in the amount of \$6,500.00 for 2021 election day support. 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 Wednesday, February 2, 2022. 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