

The Crawford County Board of Commissioners met on Wednesday, June 28, 2023 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Keith Button	Solicitor
Courtney Stirling	Recording Secretary
Stephanie Franz	Chief Financial Officer
Dave Powers	Sheriff
Heidi Shiderly	Court Administrator
Greg Beveridge	Public Safety Director
Zach Norwood	Planning Director
Mark Phelan	Maintenance Director
Sue Watkins	Human Services Director
Tonya Moyer	CCCC Administrator
Jack Greenfield	CCCCF Warden
Brittany Johnston	HR Director
Ellie Donnell	HR/Payroll
Matt Digiacommo	IT/Voters Services
Scott Schell	Coroner
Denise Mason	Deputy CFO
Bob Sheets	Airport Authority
Jacob Walter	Airport Authority
Jill Haemer	Fair Board
Mike Crowley	Tribune

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the full session meeting held on June 14, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on June 21, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,819,442.26 for the period ending June 27, 2023. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to re-appoint John Molke as a Regional Airport Authority Board Member for a 4-year term from 1/1/2023-12/21/2026. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to re-appoint Stephen Carman as a Regional Airport Authority Board Member for a 4-year term from 1/1/2023-12/21/2026. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the renewal of the maintenance agreement with SBM Electronics for the 911 voice recorder in the amount of \$6,495.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to create two Part-time 911 telecommunicator positions to work a maximum of 32 hours per week each. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of a watercooler/bottle filler from COLT Plumbing for the correctional facility in the amount of \$1,383.30. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoices with McCandless Ford to repair and inspect the transit van in the amount of 1,366.54. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the invoice for Pennsylvania Nursing Facility Assessment – CHC for the assessment quarter ending in 3/31/2023, in the amount of \$73,264.52. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice for Pennsylvania Nursing Facility Assessment – CHC for the assessment quarter ending 6/30/2023, in the amount of \$68,707.04. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Rapiscan for Judicial Center X-Ray machines, in the amount of \$9,979.20. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of invoice from Pashek+MTR for engineering services in May 2023 for the Ed Myer Complex in Titusville, in the amount of \$5,442.54. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the partial payment of application #1 from Klinginsmith Enterprises, Inc. for NSSJMA 1st Sewer Extension Project, in the amount of \$86,626.70. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the partial payment of application #1 from Klinginsmith Enterprises, Inc. for NSSJMA 1st Sewer Extension Project, in the amount of \$20,648.80. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Letter of Understanding between Crawford County ARC Power Grant and Clear Lake Authority for two segments of rails-to-trails conversion to shared use trails for the East Branch Trail Project, in the amount of \$381,283.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of invoice from K.C. Transportation, Inc., for removal of blighted properties in Venango, Pa, in the amount of \$16,500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of invoice from Courthouse Remodeling Project, for the HVAC Project from Meadville Redi-Mix Concrete, in the amount of \$440.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment for application #1, to A&MP Electric, Inc, to relocate electric to the Courthouse, in the amount of, \$89,766.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment to McCandless Ford for repairs on 2017 Ford F-250, in the amount of \$3,713.08. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to KSG Concrete, for concrete floor work in the Liquid Fuels Building, in the amount of \$10,600.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the approval of invoices from Courthouse Remodeling Project for Voter Services, in the amount of \$268.63. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval of invoice from Courthouse Remodeling Project for Treasurer's Office, in the amount of \$30.11. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of application #2 to A.W. Farrell & Sons, to replace flat roof at the Crawford County Care Center, in the amount of \$62,906.40. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment application #2 to A.W. Farrell & Sons, to replace gable siding on the roof of the Crawford County Care Center, in the amount of \$8,727.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment to Clearwater Systems for installing a water softener at the Renewed Life Haven, in the amount of \$11,387.40. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Canadohta Security, to replace security camera and equipment at Fairgrounds Gate #2, in the amount of \$1,640.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the hire of Gutter's Choice to install gutters on the south side off the Livestock Complex at the Fairgrounds, in the amount of \$8,800.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the creation of Fiscal Technician Position and deletion of Clerk Typist 2 Position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase requisition for CDW Government for a color printer. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase requisition from Leonard's Auto for repairs on #19. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI contract FY 22/23 for BAYADA Home Health Care, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following Grant Contracts FY 23/24. Mr. Weiderspahn seconded and the motion carried.

1. Center for Family Services, Inc. (Case Management)
2. Center for Family Services, Inc. (Rental Assistance)
3. Center for Family Services, Inc. (Food Pantry)
4. Crawford County CASA, Inc.
5. Crawford County Drug & Alcohol Executive Commission, Inc.
6. Crawford County Mental Health Awareness Program, Inc. (Emergency Shelter)
7. Crawford County Mental Health Awareness Program, Inc. (Housing Case Management)
8. Crawford County School for Adult Education
9. Meadville Martin Luther King Jr. Scholarship Fund, Inc.
10. Titusville Regional Literacy Council
11. Titusville YMCA
12. United Way of the Titusville Region
13. Women's Services, Inc. (The Greenhouse)
14. Women's Services, Inc. (Child Abuse Awareness Program)
15. YWCA Titusville (Case Management)
16. YWCA Titusville (Rental Assistance)
17. YWCA Titusville (St. James House Shelter)

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contract FY 23/24 for Achievement Center of LECOM Health. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contract FY 23/24 for Corry Counseling of LECOM Health. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contract FY 23/24 for Crawford County Mental Health Awareness Program, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contract FY 23/24 for Family Services of NW PA. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contract FY 23/24 for Mercer County Behavioral Health Commission, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contract FY 23/24 for Regional Counseling Center, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the professional contract FY 23/24 for Karrail Phillips. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the follow contracts with the same rates as prior year. Mr. Weiderspahn seconded and the motion carried.

1. CYS/JP Contracts FY 23/24
 - Bethesda Lutheran Services
2. Professional Contracts FY 23/24
 - Family Service & Children’s Aid Society of Venango County, Inc.
 - Woodbridge Counseling, LLC

Mr. Weiderspahn made a motion to ratify the payment of the invoice from Campbell, Durrant & Beatty, for special labor counsel in the amount of \$10,098.62. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following invoices/purchase requisitions. Mr. Weiderspahn seconded and the motion carried.

- Fame RV Center \$3,760.06
- Community Health Services \$59,674.00
- CCAP PCORP \$10,000.00
- Community Health Services \$64,123.00
- CYS \$489,989.97
\$627,547.03

Mr. Weiderspahn made a motion to ratify the in invoice/purchase requisition for PCHIPC, in the amount of \$746,030.67. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Engagement letter from MaherDuessel for providing assistance with the adoption of GASB No 87, the new lease accounting standard. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the agreement with the Meadville Housing Authority for parking during the 2023 Fair, in the amount of \$2,700.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with West Mead Township for security assistance during the 2023 Fair, in the amount of \$5,993.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Powell’s Sanitation for 2023 Fair, in the amount of \$9,500.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Chris Higbee for Monday evening in the Youth Show Arena paid by the Fair board, in the amount of \$7,000.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the new hires/transfers. Mr. Soff seconded and the motion carried.

After all requests were made Mr. Weiderspahn gave a reminder that the County Fair was only 2 months away, the Fair's Weekly Pass Buttons were for sale at \$30 each and the Fair book are out.

Mr. Soff made a motion to adjourn the meeting at 9:50AM. Mr. Weiderspahn seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner