

The Crawford County Board of Commissioners met on Wednesday, June 14, 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
Paula Digiacomo	District Attorney
Tim Brown	IT Director
Heidi Shiderly	Court Administrator
Greg Beveridge	Public Safety Director
Zach Norwood	Planning Director
Mark Phelan	Maintenance Director
Sue Watkins	Human Services Director
Brittany Johnston	HR Director
Ellie Donnell	HR/Payroll
Matt Digiacomo	IT/Voters Services
Wes Rowden	Public Defender
Kevin Tommaney	Armstrong
Keith Gushard	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 May 24, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on June 5, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$6,086,435.52 for the period ending June 13, 2023. 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 a desk from A&G Office Furniture, Inc, in the amount of \$1,047.33. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 25 batteries to replace current backup power supply at various tower sites (@279.43), in the amount of \$8,323.75 for the final portion. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the release of retainage to Gildea Construction in the amount \$9,528.27. The contracted work is now complete by project engineers. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of invoice to Ohio Desk for office design, in the amount of \$600.00. Mr. Weiderspahn seconded and the motion carried 2-1 with Mr. Henry voting against.

Mr. Weiderspahn made a motion to ratify the purchase of (2) 5 drawer Haworth file cabinets and 1 bookcase, from A&G Office Furniture in the amount of \$1,095.03. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to Alliance of Therapy Dogs for adding the Crawford County Commissioners as a named insured on a one-year policy with Wyoming Farmers Union Services Assn. Inc., in the amount of \$250.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of invoice for Absolute Fire Protection, to protect the sprinkler system and repair back flow preventers, in the amount of \$936.29. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the revised contract with Post Acute Analytics, Inc. (ANNA), for proprietary care transition payor management software, adding Highmark. There are no fees associated with the contract. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of invoice from Rabe Environmental Systems to repair/replace heat exchanger #1, as part of the roof replacement project, in the amount of \$2,129.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of invoice from Rabe Environmental Systems to repair/replace heat exchanger #2, as part of the roof replacement project, in the amount of \$2,643.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with HVA Senior Living Alliance, for admission to membership in the Corporation for access to pricing on products and services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of an invoice from HRG, Inc., for April 2023 engineering and design services for the East Branch & Knox, and Kane Trails. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of an invoice from Pashek+MTR, for April 2023 engineering services for the ED Myer Complex in Titusville, in the amount of \$8,155.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of an invoice from Stiffler McGraw & Associates, Inc., for April 2023 engineering services for Church Run Flood Mitigation Plan, in the amount of \$7,156.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve application #02 from Dynasty Construction, Inc., for Huidekoper Park restrooms, in the amount of \$10,494.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Application #03 (final) from Dynasty Construction, Inc., for Huidekoper Park Phase 1, in the amount of \$2,465.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice from designLAB Architects, for April 2023 services for the Meadville Market House Plan, in the amount of \$560.08. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the partial invoice #1(final) from Fuller Home Building, Inc., for the CCCHN Roof, in the amount of \$40,948.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the partial invoice #1(final) from Fuller Home Building, Inc., for the CCCHN Roof, in the amount of \$81,132.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve invoice #1(final) from Fuller Home Building, Inc., for the Huidekoper Park restrooms, in the amount of \$26,560.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice from Porter Consulting Engineers, P.C., for May 2023 design and engineering at Huidekoper Park in the amount of \$19,875.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of application #1(final) from LP Electric, LLC for Huidekoper Park restroom renovations in the amount of \$6,000.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment to Starlink for Standard Starlink subscription for 6 months for 81 units in the amount of \$53,460.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Godaddy.com LLC, for a website domain for a two-year period for public engagement for the 2024 Comprehensive Plan Project in the amount of \$42.34. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of two Dell monitors and a computer for incoming staff members, in the amount of \$2,021.04. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the use of the Fiscal Year 2022 State and Local Cybersecurity Grant Program to pay for the county's Albert Sensor (intrusion and detection service) and CoFense (security awareness training) until 11/20/2026 at no cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Electronic Monitoring Extended Warranty and Support Service Agreement in the amount of \$2,298.33. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice from Powell's Portable Toilets for Courthouse Remodeling Project - HVAC project in the amount of \$160.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Accessibility Advantage LLC, DBA Ameriglride NEPA for the installation of a new wheelchair lift in the Assembly Room at the Courthouse in the amount of \$16,345.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Brian J. Noah, Project Manager for professional services from May 1, 2023 through May 30, 2023 in the amount of \$1,368.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the approval of invoices from Courthouse Remodeling Project for Voters Services in the amount of \$349.49. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval of the invoice from Fine Print for Courthouse Remodeling Project for the Treasurer's Office Remodel in the amount of \$32.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approval to pay Canadohta Security to install 2 cameras at the Courthouse for the ADA ramp in the amount of \$930.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a pallet jack from Grainger for the Renewed Life Haven in the amount of \$662.72. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve they payment of application #1 to A.W. Farrell & Sons, to replace fla roof at the Crawford County Care Center in the amount of \$184,919.04. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Stantec for professional services of the Crawford County Care Center Roof Replacement in the amount of \$6,393.93. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment to Mark A. Johnson to replace pole and lights at the Fairgrounds in the amount \$3,585.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of the final 50% to Canadohta Security to install 5 cameras at the Fairgrounds in the amount of \$2,330.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the EI I&E report for FY 21/22. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the HSBG I&E report for FY 21/22. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve MOU's and transportation plans between area School Districts and CYS for transportation procedures. Mr. Soff seconded and the motion carried.

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

Mr. Weiderspahn made a motion to approve a purchase requisition for Crawford Central School District for April Transportation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a purchase requisition for Howick's to repair #23. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase requisition for Keymark IMR for maintenance renewal from July 1, 2023 through June 30, 2024. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase requisition for LB Smith Ford for Vehicle for Forensic Boundary Scanner. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a purchase requisition to Leonard's Auto for repairs to #32. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a purchase requisition to McCandless Ford for repairs to #28. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a purchase requisition to Meadville-Western Crawford County Chamber of Commerce for a leadership program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for a purchase requisition to Redwood Toxicology Laboratory for drug testing supplies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP for FY 23/24 contract for Jefferson County Juvenile Detention Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP for FY 23/24 contract for Parkside Psychological Associates, LLC. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Professional contract for FY 23/24 for Parkside Psychological Associates, LLC. Mr. Soff seconded and the motion carried.

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

- CYS/JP Contract for BDM Sisters Group Home, LLC
- Professional Contract for Sign Language Interpreting Professionals, LLC
- Professional Contract for Titusville Area Hospital
- Professional Contract for Watts and Pepicelli, PC

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

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|------------------------------|-------------------|
| • Community Health Services  | \$52,083.00       |
| • Community Health Services  | \$63,019.00       |
| • HSBG/EI                    | \$63,447.91       |
| • EI                         | \$14,526.36       |
| • Crawford County Scuba Team | \$6,000.00        |
| • PA Friends of Agriculture  | <u>\$2,200.00</u> |
|                              | \$201,276.27      |

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

- PCHIPC \$734,143.41
- A&G Office Furniture \$1,098.33  
\$735,241.74

Mr. Weiderspahn made a motion to ratify the creation of the position – Accountant/Software Specialist. 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. Mr. Weiderspahn seconded and the motion carried.

After all requests were presented Mr. Soff announced that the election results were certified and thanked everyone.

Mr. Weiderspahn made a motion to adjourn the meeting at 9:54AM. Mr. Soff seconded and the motion carried.

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Eric Henry, Chairman

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Francis F. Weiderspahn, Jr., Commissioner

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John Christopher Soff, Commissioner