

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING
May 8, 2024 ~ 9:30 am
Please Turn Cell Phone Ringers to Silent

1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE FULL SESSION MEETING ON APRIL 25, 2024.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON MAY 1, 2024.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF **TBD** FOR THE PERIOD ENDING MAY 7, 2024.
5. EXECUTIVE SESSIONS: None
6. PUBLIC COMMENT: (Reminder the time limit for individual comment is 3 minutes; total comment period is 30 minutes. Anyone requesting to be placed on the Regular Meeting AGENDA must specifically state their topic and restrict their comments to the County matter that is on the published agenda items or that can be reasonably expected to be a future actionable item by the Board of Commissioners.)
 - Proclamation for Motorcycle Awareness Month – Rita Preston
7. CCCF: **Jack Greenfield**
 - A. **RATIFY** the payment of \$1,237.69 to HRI commercial food service for parts to repair the mixer. This is a budget item.
 - B. Request approval for an amendment to the Keefe contract to include ICS solution for inmate's phone and tablet services.
8. JPO: **Holly Varndell**
 - A. To purchase one Point Blank BII-I Level II Concealable bullet proof vest for \$671.50 for JPO Brok Skiba. Half of the cost will be refunded by the Bullet Proof Vest Program through the Department of Justice. The cost to JPO will be \$335.75 after refund.
9. ITS: **Tim Brown**
 - A. Request purchase of Network Support from DES for \$1,015.00. This is a budgeted item.
10. PUBLIC SAFETY: **Greg Beveridge**
 - A. Approve the payment of \$3,750.00 to RYNO Public Safety Solutions for the second and final payment for work on the SAFER grant.

11. PLANNING: Zach Norwood

- A. Request approval of payment to Vogt Heating and Cooling for reimbursement totaling \$1,152.00 for training wages associated with the Construction Workforce Industry Program. This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- B. Request approval of payment to Zehr Building LLC for reimbursement totaling \$1,256.48 for training wages associated with the Construction Workforce Industry Program. This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- C. Request approval of payment to Ferguson Construction Company for reimbursement totaling \$640.00 for training wages associated with the Construction Workforce Industry Program. This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- D. Request approval of payment to R.E. Johnson Electric Inc. for reimbursement totaling \$3,424.00 for training wages associated with the Construction Workforce Industry Program. This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- E. Request approval of partial payment of invoice #3989 from The City of Meadville in the amount of \$11,725.26 for reimbursement of 2023 Code Enforcement Wages. This is a non-budgeted item. This is to be paid for out of the City of Meadville FY 2021 CDBG.
- F. Request approval to pay invoice #4042 from The City of Meadville in the amount of \$8,579.84 for reimbursement of 2024 Q1 Code Enforcement Wages. This is a non-budgeted item. This is to be paid for out of the City of Meadville FY 2021 CDBG.
- G. Request approval to pay invoice #202403855 from LSSE Civil Engineers and Surveyors in the amount of \$10,620.00 for engineering services completed for the Conneautville Stormwater Management Project. This is a non-budgeted item. This item is to be paid for out of the County FY 2020 CDBG.
- H. Request approval to pay invoice #03-24-30 from Deiss & Halmi Engineering, Inc. in the amount of \$3,033.05 for engineering services completed for the Venango Borough Karl Gerdon Park Project. This is a non-budgeted item. This item is to be paid for out of the County FY 2021 CDBG.
- I. Request approval to pay Application for Payment No. 3 from XL Excavating, Inc. in the amount of \$33,750.00 for work completed at Huidekoper Park. This is a non-budgeted item. This item is to be is paid for out of the County CDBG-CV3.

- J. Request approval to pay invoice #7 from Michael Baker International in the amount of \$10,304.64 for contracted services for the 2024 Crawford County Comprehensive Plan. This is a non-budgeted item. This item is to be paid for out of the State Facilities Transition Closure Program (SFTCP).
- K. Request approval to pay Reimbursement to Bloomfield Township Sewage Authority in the amount of \$46,250.00 for reimbursement for new generators at Bloomfield Township Sewage Authority. This is a non-budgeted item. This is to be paid for out of the Act 13 Environmental Initiative Grant.
- L. Request approval of awards of the following Act 13 Environment Initiative Fund Grant contracts, contingent upon receipt of signed awardee agreements:
 - City of Meadville Shade Tree Commission – Shading our Street Initiative - \$20,000.00
 - Foundation for Sustainable Forests – Healthy Forests, Healthy Communities in Northwest Pennsylvania - \$21,400.00
- M. Request approval of a contract amendment with HRG to revise the scope and fee to remove Phase 5 from the East Branch and Knox & Kane Trail Development Engineering and Construction Services Contract.
- N. Request approval to pay partial invoice #PJI-0215835 to Game Time in the amount of \$207,066.96 for playground equipment at Vernon Township's Roche Park. This is a non-budgeted item.
 - \$104,290.18 is to be paid for out of Vernon FY 2021 CDBG
 - \$102,776.78 is to be paid for out of Vernon FY 2022 CDBG
- O. **RATIFY** approval of partial payment of invoice #3989 from The City of Meadville in the amount of \$23,527.29 for reimbursement of 2023 Code Enforcement Wages. This is a non-budgeted item. This is to be paid for out of the City of Meadville FY 2020 CDBG.

12. MAINTENANCE: Mark Phelan

- A. **RATIFY** - Approval of Invoices from Courthouse Remodeling Project – New 2nd Floor Finance Office - \$91.99
 - Home Depot - \$91.99
- B. Approval to pay Otis Elevator – for a 1-year service contract on elevator at the Courthouse - \$12,424.08
- C. Approval to pay Schindler Elevator Corporation – for a yearly preventative maintenance agreement on the elevators at the Judicial Center - \$22,938.12
- D. **RATIFY** - Approval to pay Rabe Environmental Systems, Inc. to relocate and reinstall compressor unit behind Courthouse for brick wall project - \$2,769.00
- E. Approval to hire CPS Construction Group, Inc. – to rehab Parking Deck - \$293,979.00

13. HUMAN SERVICES: Sue Watkins

A. Other

1. Avanco International, Inc. AFCARS Upgrade and Maintenance for FY 24/25
2. Avanco International, Inc. CWIS Agreement for FY 24/25
3. Avanco International, Inc. ICAMS Provider Agreement for FY 24/25
4. MOU and Transportation Plan between General McLane School District and CYS for Transportation Procedures
5. Personnel – Appointment of Kim Schell to CCHS Advisory Board
6. Purchase Requisition – Amazon (Plans of Safe Care Items)

B. CYS/JP Contracts FY 23/24

- Appalachian Youth Services, Inc. – Amendment F-1

14. FINANCE: Denise Mason

A. Approve the following:

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| 1. Community Health Services | 6.2023 MATP Reconciliation | \$201,309.00 |
| 2. Flaherty, Fardo, Rogel & Amick | Civil Claim Settlement | \$75,000.00 |

B. **RATIFY** the following:

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| 1. PCHIPC | 170108-0 | May 2024 Insurance | \$662,185.49 |
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15. HUMAN RESOURCES: Nicole Graham

- A. **RATIFY** the payment of the Campbell, Durrant & Beatty invoice #74618 in the amount of \$7,870.23 for special labor counsel. This is a budgeted item.

16. TREASURER: Christine Krzysiak

- A. Approve 4-year contract with Palmetto Posting, Inc. The only change is the cost of the postings. The cost will increase by \$2.50 per year per parcel. This cost is a budgeted item and will be passed on to the delinquent property owner as assessed. Attorney Keith Button has reviewed this contract.

17. COMMISSIONERS: Gina Chatfield

- A. Approve the contract with Chris Higbee to play at the County Fair on Monday August 19th, in the amount of \$7,000.00.
- B. Approve the Performance Agreement between Garret Owens and the Crawford County Fair Association for a fundraiser event on July 5, 2024 and to open for Chris Higbee on August 19, 2024, in the amount not to exceed \$4,500 for both performances.

18. NEW HIRES/TRANSFERS:

19. COMMISSIONERS INFORMATION AND UPDATES:

Work Sessions will be held on the 1st and 3rd Wednesdays of each month at 9:30 am in the Assembly Room and Full Meetings will be held on the 2nd and 4th Wednesdays of each month at 9:30 am in the Assembly Room. Any adjustments to the schedule will be advertised in advance in the Meadville Tribune along with notification on the preceding agenda with the exception of emergency changes.

2024 Upcoming Events:

May 15, 2024 – Work Session

May 22, 2024 – Full Session

CLOSED – May 27, 2024 – Memorial Day

June 5, 2024 – Work Session

COMMISSIONER COMMENTS:

ADJOURN: