The Crawford County Commissioners met on Thursday, September 5, 2013, for a regular meeting with the following present:

Francis F. Weiderspahn, Jr. Chairman

Jack P. Lynch Commissioner

C. Sherman Allen Commissioner

Cheri Porter-Jackson Chief Clerk

Jody Marley CFO

Ted Watts, Esq Solicitor

Christine Krzysiak Treasurer

Mark Weindorf Human Services Director

Kevin Nicholson 911 Director

Nick Loiacona Chief Probation/Parole Officer

Cheryl Nelson Drug & Alcohol

Don Bovard Emergency Services Operations Officer

Tim Kelley Information Technology Director

Jane Giblin Crawford County Care Center Director

Chris Seeley Auditor

John Shuttleworth Court Administrator

Samantha Staab Citizen

Sam Byrd Citizen

Gary Richardson Citizen

Keith Gushard Meadville Tribune

Andy Alm Forever Broadcasting

Megan Hays Recording Secretary

The meeting was opened with the Pledge of Allegiance.

Mr. Allen made a motion to approve the minutes of the August 15, 2013 meeting. Mr. Lynch seconded the motion and it carried.

Mr. Allen made a motion to approve the minutes of the August 20 and 27, 2013 work session. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the payment of bills in the amount of $4,484,738.78 for the period ending September 4, 2013. Mr. Allen seconded the motion and it carried.

Mr. Weiderspahn announced that there were executive sessions on August 20th for personnel and real estate, on August 27th for personnel and September 3rd for personnel.

Mr. Allen made a motion to approve the Proclamation declaring September National Recovery month. Mr. Lynch seconded the motion and it carried.

Ms. Nelson announced that there would be a Recovery Ceremony held in Diamond Park on September 20, 2013 at 11:00 am.

Mr. Allen made a motion to approve the Travel Request for 3 Crawford County Care Center staff to attend the Pennsylvania County Association of Homes (PACAH) Fall Conference from September 30 to October 3, 2013 in the amount of $1,815.00. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the County Commissioners Association of Pennsylvania (CCAP) Inter Governmental Transfer (IGT) Grant in the amount of $72,000.00 for upgrades to resident bathroom facilities at the Crawford County Care Center; with grant to terminate on June 30, 2014 (this has been reviewed by the County Solicitor). Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to ratify the authorization to proceed with Palmetto Postings for Posting the Tax Claim Bureau Properties to be sold at the September 2013 Tax Claim Sale. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to eliminate a Case Worker 1 position at Domestic Relations. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to create a Case Worker 2 position at Domestic Relations. Mr. Lynch seconded the motion and it carried.

Mr. Allen made a motion to approve the Proposal to Renew the Consulting Services Agreement with Sammartino & Stout, Inc. for the Crawford County Board of Assessment Appeals in the amount of $3,000.00, (same rate as last year). Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the refund due to Clifford and Sandra Manross for an over assessment of taxes for the years 2003-2008 in the amount of $1,677.80. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to approve the Court Ordered Refund due to Solar Hospitality, LLC for property located in Vernon Township for the years 2011-2013 in the amount of $9,339.72. Mr. Allen seconded the motion and it carried.

Mr. Lynch made the motion to ratify the approval of the Excessive Force Policy for Crawford County. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to ratify the approval of the Minority and Women’s Business Enterprise Plan for Crawford County. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to ratify the approval of the Section 3 Plan for Crawford County. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to approve the Resolution Authorizing the appointment of the Grant Administrator as the Section 3 Compliance Officer. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve submitting the 2013 Community Development Block Grant (CDBG). Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to ratify the Duplication of Benefits Information and Acknowledgement Forms as it relates to the Hazard Mitigation Grant Program. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to approve the creation of a Temporary Full Time Administrative Assistant Position in the Office of Emergency Services that would run from September 23, 2013 to November 1, 2013. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the purchase of a Winch, Mount Kit, Connectors and Wires for installation on a West Mead 1 Pick Up that is available for use by the county and all costs will be reimbursed by the Local Emergency Planning Commissioner (LEPC), purchase will be in the amount of $1,915.00 from Nolf’s Truck Accessories. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to ratify the Bond Payments to PNC Bank in the amount of $853,459.00. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the Purchase Request for Excess Worker’s Compensation Policy from Babb P&C, Ltd. For the period September 1, 2013 to September 1, 2014 in the amount of $60,946.00. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to approve the Letter of Confirmation and Fee Agreement with Campbell Durarant Beatty Palombo & Miller P.C. for legal services, should they be needed. Mr. Lynch seconded the motion and it carried.

Mr. Allen made a motion to approve the Human Services Contract Amendments for Fiscal Year (FY) 2013/2014. (see attached spreadsheet) Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the Human Services Contracts for FY 2013/2014. (see attached spreadsheet) Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to approve the Human Services Professional Service Contracts Amendments for FY 2013/2014. (see attached spreadsheet) Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to approve the Human ServicesProfessional Service Contracts for FY 2013/2014. (see attached spreadsheet) Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to approve the 4th Quarter Medical Assistance Transportation Program (MATP) Report. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to approve the Purchase Order for 5 Access Points in the amount of $2,075.00 from Candoris Technologies for the Human Services Department. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to approve the Purchase Order for 6 Surface Pro Tablets, Keyboard Covers, VGA Adapters, USB Hubs, and Ethernet Adapters from Staples.com in the amount of $6,179.76. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to ratify the purchase of 4 Ford Fusions to update the fleet at Human Service at a cost of $70,343.00 from Apple Ford under State Contract Pricing. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to ratify the Crown Benefits Payment for the week ending August 9, 2013 in the amount of $180,415.83. Mr. Allen seconded the motion and it carried.

Mr. Allen made a motion to ratify the Crown Benefits Payment for the week ending August 16, 2013 in the amount of $101,123.15. Mr. Lynch seconded the motion and it carried.

Mr. Lynch made a motion to ratify the Crown Benefits Payment for the week ending August 23, 2013 in the amount of $161,898.75. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to approve the Bridge & Roadway Lighting Agreement with the City of Meadville for the Mead Avenue Bridge. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to approve the EADS Invoice for their retainer fee of $3,000.00 for the period of April to June 2013. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to accept the recommendation to award the project for the Electrical Upgrades at the Crawford County Fairgrounds to Cox & Kanyuck Electric, LLC in the amount of $36,900.00. Mr. Allen seconded the motion and it carried.

Mr. Lynch made a motion to approve the Authorization to advertise the Crawford County Care Center Parking Lot Paving project. Mr. Allen seconded the motion and it carried.

Mr. Weiderspahn announced that the Jury Commissioners would be on the November ballot.

Mr. Allen made a motion to approve the hires and/or transfers in the attached packet. Mr. Lynch seconded the motion and it carried.

Public Comments:

Mr. Byrd stated that Meadville was represented at the March on Washington on August 24, 2013.

There being no further business Mr. Lynch made a motion to adjourn the meeting. Mr. Allen seconded the motion and it carried.

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Francis F. Weiderspahn, Jr., Chairman

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Jack P. Lynch, Commissioner

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C. Sherman Allen, Commissioner