The Crawford County Board of Commissioners met on Wednesday, July 13, 2016, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr. Chairman

John Amato Commissioner

John Christopher Soff Commissioner

Keith Button, Esq. Solicitor

Christine Krzysiak Treasurer

Gina Chatfield Chief Clerk

Brigid Winsor Deputy Chief Clerk

Brian Connolly Chief Financial Officer

Gail Kelly Human Service Director

Kim Shay Assistant Court Administrator

Rich Krankota Veteran Services Director

Kevin Nicholson 911 Director

Diana Perry Auditor

Chris Seeley Auditor

Kathie Roae Auditor

Jane Giblin Outgoing Care Center Administrator

Marjo Webster Care Center Administrator

Joe Galbo Chief Assessor

Zach Norwood Assistant Planning Director

Mark Peaster Commissioners Assistant

Neil Fratus Deputy Sheriff

Corey Tomko Deputy

Jeff Cory Armstrong

Keith Gushard The Meadville Tribune

Gary Richardson Citizen

Sam Byrd Citizen

Jennifer Hancuff Citizen

Paul Stuyvesant Citizen

Jim Temple Citizen

Chuck Rio? Citizen

The meeting was opened with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on June 22, 2016. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on July 6, 2016. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of $4,683,533.70 for the period ending July 12, 2016. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions.

Public Comment:

Mr. Byrd spoke about the cost of the Judicial Center.

Official Business:

Mr. Soff made a motion to approve the lease agreement with Meadville Housing Corporation for parking during the fair in the amount of $2,100.00, with an increase of $100.00 from prior years. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the upgrade for DJ Titusville security camera system to a larger NVR with 16 ports and dome in the amount of $1,350.00, to be reimbursed by the state, and $49.99 monthly for the equipment and labor warranty. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the creation of the temporary Assessor Trainee position. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the one year renewal of service and support from Rapiscan Systems for x-ray scanner at Courthouse security checkpoint from August 1, 2016 through July 31, 2017 in the amount of $4,880.16. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the one year renewal of maintenance and supplies from Hagen Business Machines of Meadville for existing Toshiba e3500c copier in Adult Probation/Parole Annex in the amount of $0.0106 per black and white printed pages and $0.0848 per color printed page. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the one year renewal of rental supply and industrial laundering of floor mats and janitorial towels for the Courthouse and Juvenile Probation Office from ITU AbsorbTech in the combined estimated amount of $8,174.00. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the purchase request for Woodcock Lake Playground Revisions in the amount of $600.00. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Letter of Agreement for Diversified Family Services, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase request to allow six people attend Advancing School Mental Health Conference in San Diego, California in the amount of $12,000.00 paid from the Systems of Care Grant.

Mr. Amato made a motion to approve the FY 16/17 MH/ID/EI Contract for Conneaut Valley Health Center, Inc. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 MH/ID/EI Contracts for Erie Homes for Children and Adults, Inc., Supports, Inc. and Touch-Stone Solutions, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 MH/ID/EI Contracts for Vallonia Industries, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 Professional Contracts with Constable Walter J. Miller, Constable Eric J. Nikolaison and Constable Melvin J. Strathen, Jr. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 Professional Contract amendment for Crawford County Consumer Satisfaction Team. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 15/16 MH/ID/EI Contract amendment for Human Services Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 15/16 MD/ID/EI Contract amendment for Stairways Behavioral Health. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 15/16 MH/ID/EI Contract amendment for Supports, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 15/16 Professional Contract with Jodi Raymer from Mercer County. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the new contract with OnHealthCare to provide the all residents at the Care Center with Audiology, Dental, Optometry and Podiatry services. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the new contract with Direct Supply – Tels for an online program for the maintenance department at the Care Center and allows for management of necessary federal and state requirements in Life Safety in the amount of $97.00 per month and a onetime payment of $150.00 to merge with PointClickCare program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the new contract with Life North West PA to have the Care Center be the primary contact for skilled services when the Meadville facility opens. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the private room rate of $265.00 per day per room for individuals seeking a single room with private bath and no renovations needed to the facility. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the non-union new hire wage grid for the Care Center. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the purchase request for ten cellphones to allow maintenance department to utilize the Tels program as well as providing DON, Admissions and Administration to receive after hour calls in the amount of $499.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase request for new mattresses and beds for the 157 bed facility in the amount of $61,978.26 for the mattresses and $309,955.57 for the bedframes and equipment. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase request for new computer equipment; six computers, one surface pro tablet, three desktops and one monitor, in the amount of $11,684.06. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the use of online auction for two buses, multiple fax machines, copiers, and printers with no minimum bid. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the agreement with Crawford County Career and Technical Center for Group Nurse Aid Training Program from July 1, 2016 through June 30, 2018. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payments to Chubb & Son, Inc. for Builders Risk Insurance in the amount of $3,942.00, Powell’s Portable Toilets for Temporary Toilet in the amount of $75.00, MCM Consulting Group, Inc. for Professional Services in the amount of $1,318.22, Verizon for phone usage in the amount of $50.35, and ratify payment to Birkmire Transportation Solutions in the amount of $630.70; all for the Public Safety Building. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion ratify payment to Penelec for Installation of Underground facility in the amount of $10,897.51 and approve payment to Penelec for Temporary Meter in the amount of $16.69; both for the Judicial Center. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve all the bills detailed in the attached list from Finance totaling $662,470.46. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract addendum with Securus Technologies at the Correctional Facility. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Resolution for the Deed to Terrance J Murphy’s parcel of land in Steuben Township in the amount of $300.00 and Quit-Claim Deed to William R. and Robin L. Deeter for parcel of land in Steuben Township in the amount of $1.00. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Resolution for reimbursement of penalties and interest as of June 30, 2016 for Parcel Control No. 40-0-026225 owned by Mark and Cynthia Begley in Randolph Township in the amount of $126.84. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Underground Electrical Services Agreement with the City of Meadville for Chancery Lane for the period of July 2016 to December 2016 in the amount of $50.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution authorizing funds for the utility relocation at Mead Avenue Bridge. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Mead Avenue Bridge federal aid bridge project agreement for supplement of utility costs. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Ordinance for Hotel Bed Tax increase to 5% effective August 1, 2016. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Commissioning Agreement with Foreman Building Commission, LP for Commissioning Services in connection with the Judicial Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the New Hires/ Transfers detailed in the attached list from Human Resources/ Payroll. Mr. Amato seconded and the motion carried.

Public Comment:

Mr. Byrd spoke about a newspaper article in the Meadville Tribune.

Mr. Stuyvesant, six year Navy Veteran, spoke about three stolen checks while incarcerated.

Mr. Weiderspahn stated the Crawford County Fair will be open next month.

There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded and the meeting was adjourned.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Francis F. Weiderspahn, Jr., Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Christopher Soff, Commissioner

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Amato, Commissioner

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Board of Commissioners Meeting July 13, 2016** | |  |  |  |
|  |  |  |  |  |
| Scobell Co. | Repair AC Unit | $ 3,517.20 | Building & Grounds | |
|  |  |  |  |  |
| Penn State Extension | Third Qtr. Budget Appropriation and Rent | $ 96,859.88 | Cooperative Extension | |
|  |  |  |  |  |
| East Fairfield Township | Shafer Road Project - Act 13 | $ 8,000.00 | Planning |  |
|  |  |  |  |  |
| Maher Duessel | Audit Services for Year Ending Dec. 31, 2015 - 2nd progress billing | $ 35,000.00 | Finance |  |
|  |  |  |  |  |
| Svetz Energy Services | Energy Procurement Services - 3rd Qtr. 2016 | $ 1,714.00 | Building & Grounds | |
|  |  |  |  |  |
| Quality Living Center | 3rd Qtr. 2016 Budget Allocation | $ 62,107.50 | Multi-HS QLC | |
|  |  |  |  |  |
| CHAPS | Rental Assistance & administration cost for 2014 Shelter+ Care grant | $ 15,522.72 | Planning |  |
|  |  |  |  |  |
| CHAPS | Essential Services Support - April 2016 form 2015 Emergency Solutions Grant | $ 3,133.29 | Planning |  |
|  |  |  |  |  |
| CHAPS | Essential Services Support - May 2016 from 2015 Emergency Solutions Grant | $ 5,812.73 | Planning |  |
|  |  |  |  |  |
| United States Treasury | 2015 Patient-centered Outcomes Research (PCORI) Fees due on self-funded Healthcare | $ 2,647.40 | HR |  |
|  |  |  |  |  |
| Crown Benefits Administration | Weekly Claims Remittance, Week Ending June 10, 2016 | $ 94,513.67 | Various |  |
|  |  |  |  |  |
| Crown Benefits Administration | Weekly Claims Remittance, Week Ending June 17, 2016 | $ 122,138.83 | Various |  |
|  |  |  |  |  |
| Crown Benefits Administration | Weekly Claims Remittance, Week Ending June 24, 2016 | $ 211,503.24 | Various |  |
|  |  |  |  |  |
|  | ***total*** | ***$ 662,470.46*** |  |  |