The Crawford County Board of Commissioners met on Wednesday, October 12, 2016, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr. Chairman (by phone)

John Amato Commissioner

John Christopher Soff Commissioner

Christine Krzysiak Treasurer

Gina Chatfield Chief Clerk

Brigid Winsor Deputy Chief Clerk

Keith Button, Esq. Solicitor

Brian Connolly Chief Financial Officer

Heidi Shiderly Court Administrator

Nick Loiacona Chief Probation/Parole Officer

Joe Galbo Chief Assessor

Gail Kelly Human Services Director

Zach Norwood Assistant Planning Director

Zach Pyle Assistant Planning Director of Community Development

Allen Clark EMA Director

Kevin Nicholson 911 Director

Tim Kelley IT Director

Nick Hoke Sheriff

Chris Seeley Auditor

Kathie Roae Auditor

Keith Gushard the Meadville Tribune

Jeff Cory Armstrong

Denis Alexatos Citizen

John Leguard Citizen

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on September 28, 2016. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on October 5, 2016. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of $3,961,425.72 for the period ending October 11, 2016. Mr. Weiderspahn seconded and the motion carried.

Mr. Amato announced there were two executive sessions held on September 28, 2016 and October 6, 2016 for potential litigation.

Public Comment:

Mr. Byrd did not attend this meeting to speak about his item.

Official Business:

Mr. Soff made a motion to ratify the copier maintenance and supply agreement with Hagan Business Machines for Clerk of Courts Toshiba in the amount of $0.0094 per page, billed monthly. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 2016/2017 Intermediate Punishment/Drug & Alcohol RIP Grant in the amount of $2,229.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase request for Landex Software Configuration License for the Assessment Office in the amount of $3,520.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase request for two Dell monitors for the Landex Software in the amount of $296.38. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the travel request for Bonnie Tingly to attend AAP Fall Conference in State College, PA in the amount of $554.41. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FFY 2016 Emergency Management Performance Grant (MPG) agreement in the amount of $104,014.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the annual renewal of Meeting Room Manager software for SharePoint from Acar GmbH, Sweden in the amount of $2,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the recommendation of Zito Media for the Communication Trunk for the new VolP phone system in the amount of $2,125.00 per month and not to exceed $2,347.00 per month. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 2016 Fair Housing Resolution for the Planning Department. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the adoption of the 2016 Fair Housing Resolution, Notices and Action Steps Plan. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve 2016 Section 3 Compliance Officer Resolution for the Planning Department. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the adoption of the 2016 Section 3 Plan. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Allegheny College professional contract for their landscaping program, paid by the Systems of Care grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the LINSTAR, Inc. Service Agreement, for Human Services door security during the period of October 14, 2016 to October 13, 2017. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 15/16 MATP Report for medical assistance transportation. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase request for Melanie G. Snyder for the Edinboro Trauma Conference Speaker in the amount of $750.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 Grant Contracts for Crawford County Coalition on Housing Needs, Inc. HAP and Crawford County Coalition on Housing Needs, Inc. HSDF – Amendment 1. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 CYS Contract for Vocational & Psychological Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the FY 16/17 CYS Contract for Youth Educational Services of PA, LLC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 15/16 CYS Contract for Children’s Center for Treatment & Education, Inc. D/B/A Beacon Light Behavioral Health Systems; same rate as prior year. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 MH/ID/EI Contracts for Human Services Center, NHS Pennsylvania, and The CARE Center, Inc. D/B/A SPHS CARE; same rates as prior year. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 MH/ID/EI Contract for Youth Advocate Programs, Inc.; same rate as prior year. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 Professional Contracts for Crawford Central School District and Julie M. Brooks, for Penncrest and Titusville School Districts; same rates as prior year. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for the Public Safety Building in the total amount of $10,601.05.

* Powell’s Portable Toilets for Rental of Porta Johns - $75.00
* PJ Dick Inc. for Construction Management Fee - $10,526.05

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for the Judicial Center in the total amount of $11,653.05.

* Lloyd’s Rentals for Equipment Rental - $617.00
* Birkmire Transportation Services for Roll off rental - $210.00
* Powell’s Portable Toilets for Rental of Porta Johns - $300.00
* PJ Dick Inc. for Clerk of the Works Fee - $10,526.05

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the following payments for the Judicial Center in the total amount of $4,214.05.

* Access Control Systems for Sheriff’s Department - $4,214.05

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the following payments in the total amount of $184,414.13.

* Crown Benefits Administration for week ending September 16, 2016 - $97,217.71
* Crown Benefits Administration for week ending September 23, 2016 - $87,196.42

Mr. Soff seconded and the motion carried.

Mr. Connolly stated for information only the payment for Offender Supervision Fee Account for Payroll Reimbursement to General Fund 3rd Quarter for 2016 in the amount of $36,221.63.

Mr. Soff made a motion to approve all the bills detailed in the attached list from Finance totaling $182,177.47. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the installation of carbon monoxide detectors and remote monitoring at the Care Center, due to new PA Senate Bill 607, by the Wilkins Co. Inc. in the amount of $3,962.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the installation of 32 cameras throughout the common areas of the building, inside and out of the Care Center, by Ideal Sound and Vision in the amount of $15,883.63. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of Ethernet standalone chassis, to allow Care Center's new surveillance equipment to have its own switch, by Dagostino Electronic Services in the amount of $1,622.50. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve LW Consulting to assist, develop and implement a facility-specific DON orientation and mentoring program for the Care Center in the amount of $14,750.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MCM Consulting quarterly invoice for the Public Safety Building in the amount of $8,770.09. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the remaining pages of the Employee Policy Handbook. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the amendment to the Public Comment Policy, effective next public meeting. Mr. Weiderspahn 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. Weiderspahn seconded and the motion carried.

Public Comment:

Mr. Alexatos spoke about his old property parcels.

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

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Francis F. Weiderspahn, Jr., Chairman

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John Christopher Soff, Commissioner

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John Amato, Commissioner