

The Crawford County Board of Commissioners met on Wednesday, November 15, 2017, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John Christopher Soff	Commissioner
John Amato	Commissioner
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Keith Button	County Solicitor
Brian Connolly	Chief Financial Officer
Emmy Arnett	Prothonotary
Patti Wetherbee	Clerk of Courts
Joe Galbo	Chief Assessor
Betty Waite	Deputy Court Administrator
Gail Kelly	Human Services Director
MarJo Webster	Care Center Administrator
Shayne Long	Care Center Environmental Services Director
Scott Hatton	ITS Network Administrator
Kevin Nicholson	Public Safety Director
Trevor Oates	Assistant Adult Probation Chief
Brian Cagle	French Creek Conservancy Solicitor
Brenda Schmidt	Solid Waste Director
Wendi Hochstetter	Point Security
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune
Sean P. Ray	The Titusville Herald
Mark Heim	The Stream

The meeting was opened with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on October 25, 2017. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on November 8, 2017. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$5,451,767.77 for the period ending November 14, 2017. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there was one executive session held on November 13, 2017 regarding Talon A real estate.

Public Comment:

Mr. Weiderspahn announced there was no one from the public that requested to speak.

Official Business:

Mr. Soff made a motion to approve the donation of 17.7 acres of Avtex property to the French Creek Valley Conservancy by the Economic Progress Alliance and get a partial release so no liens will be against the property with county mortgage. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of three Dell Optiplex 5050 Small Form Factors Computers for Adult Probation in the amount of \$3,311.76 total. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion approve the purchase of a new Dell desktop and monitor with an Adobe package included for the Clerk of Courts in the amount of \$285.27; paid from Conference Expense fund, funds were saved by not attending conference. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the annual payment to Emil Spadafore, Prothonotary Solicitor, in the amount of \$4,500.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the adoption of revised language for the assessment of sheds for property assessment. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the five year renewal of Armstrong Dark Fiber Network to Juvenile Probation, Domestic Relations, Correction Facility, and Human Services in the amount of \$1,668.00 per month and reflects a \$292.00 reduction for the elimination of the IT SAN fiber line at the Correction Facility. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the five year renewal of the Armstrong Direct Internet Access (DIA) fiber line at 40 mbps in the amount of \$549.00 per month; same as current agreement. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of three new Sophos AP55c firewalls to replace wireless main system access points at District Justice offices in the amount of \$295.00 each; total of \$885.00, however the vendor Candoris extended a discount of \$159.30 and reduced the total to \$725.70. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the US Foods Letter of Responsibility to allow the Care Center to maintain one account and accept responsibility for the Quality Living Center as the Care Center begins to provide meals to all residents. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of a 2017 Ford F250 Super Duty 4x4 with a plow and spreader to allow the Care Center to maintain parking lots snow removal operations as well as allow CCCC to provide services to the Quality Living Center in the amount of \$40,094.00; COSTARS price paid from Funded Depreciation account. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a commercial 8-quart kitchen mixer from Direct Supply in the amount of \$871.34; paid from Dietary Minor Equipment account. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of the Smart Linx Project Change, with revised contract due to removing payroll services, in the amount of \$13,750.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the 2018 Maintenance Agreement with CALIBER for CAD (Computer Aided Dispatch) in the amount of \$3,525.36; paid from Act 12 funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the final payment to Keystone Consultants of Carnegie, PA in the amount of \$11,800.00 for their construction drawings, tower design, and construction stakeout for the PSB tower; paid from Act 12 funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Hazardous Materials Response Fund Grant Agreement in the amount of \$19,318.81 received; an increase from prior year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Crawford County Emergency Operations Plan – 2017 Promulgation. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the 2018 Air Trailer Maintenance Agreement with Breathing Qir Resources of White Oak, PA in the amount of \$1,369.95; paid from Tier II funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution to transfer the Zumro Decontamination Tent, purchased in 2004 but never used, to MMC; paid from Homeland Security funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve replacement of the scene lights on passenger side of Mobile Command Vehicle in the amount of \$948.60 from MOBILCOM; paid from Tier II funds. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approved the Human Services purchase for August and September's transportation cost for Crawford Area School District in the amount of \$64.94; county portion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 CYS contract with Apples of Gold Childcare, newly added contract. Mr. Amato seconded and the motion carried

Mr. Soff made a motion to approve the Human Services FY 17/18 CYS contracts with Craig Psychological Associates, Inc. and Tradewinds Counseling Services, LLC. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 MH/ID/EI contract with Dr. Gertrude A. Barber Center, Inc. DBA Barber National Institute. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 MH/ID/EI contract with NHS Pennsylvania. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 MH/ID/EI contract amendments with Achievement Center, Inc. and Family Services of NW PA. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 Professional contract with Crawford Central School District. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 Professional contracts with Linda Wagner, LLC and Marianne McCreight. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to Scobell in the amount of \$2,277.50 for the service and repairs to Courthouse boilers. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the disencumbering of money from the Mead Avenue Bridge project in the amount of \$120,961.37. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Ordinance approving intergovernmental cooperation with PennDot for the Dotyville Road Bridge Replacement Project and agreement in Oil Creek Township. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve Act 101 Section 901 planning grant for the Solid Waste Study for Crawford County in the amount of \$79,622.00 received. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the appointment for Penny Monahan to the Solid Waste Authority Board for a five year term beginning January 1, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the reappointment for Lizbet Searle-White, CCSWA Chair, to the Solid Waste Authority Board for a five year term beginning January 1, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for the Judicial Center in the total amount of \$2,240.56:

- Porter Consulting Engineers, PC for Demolition of former jail ~ \$1,028.38
- Porter Consulting Engineers, PC for Demolition of Chancery Lane houses ~ \$950.65
- Ace Contractor Center for Shelving ~ \$55.15
- Ace Contractor Center for Shelving ~ \$206.38

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the following payments for the Judicial Center in the total amount of \$38,346.00:

- Stantec for Parking Project-Design, Construction Documentation, Bid Phase Services ~ \$38,346.00

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for General Operations in the total amount of \$290,196.57:

- R&B Contracting & Excavation for 2014-2016 CDBG Final Payment – Beaver St. Stormwater Project – Phase 1 - Planning ~ \$16,266.75
- Pitney Bowes Reserve Account for Replenish postage meter – DJ Titusville ~ \$3,000.00
- Adobe Systems, Inc. for Adobe Creative Suite Software License – Planning ~ \$599.88
- Titusville Redevelopment Authority for 2016 Act 13 Grant – Queen Trail Feasibility Study – Planning ~ \$5,000.00
- CHAPS for Shelter+ Care – Sept 2017-2016 Shelter+ Care Program – Planning ~ \$14,628.99
- Community Health Services for MATP Trips reimbursement – July & August 2017 – MATP ~ \$171,931.00
- Social Security Administration for Reimburse overpayments – CYS ~ \$3,409.50
- Crawford County General Fund for Reimbursement for Social Security expenses 7/01 thru 9/30/17 – CYS ~ \$11,642.85
- PA Unemployment Comp Fund for 2018 Solvency Fee – Insurance ~ \$61,547.80
- Laurel Highlands Structural Consulting for 2013 CDBG Firth Rd Bridge Replacement Project in Sparta Twp. – Planning ~ \$2,169.80

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the following payments for General Operations in the total amount of \$485,490.53:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 10/20/17 – Various ~ \$87,988.66
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 10/27/17 – Various ~ \$175,260.44
- Trimble Inc. for Purchase of 3 SketchUp Pro software – Planning ~ \$2,085.00
- Crawford County Retirement Fund for 2017 ARC Contribution ~ \$2,544,392.00
- Svetz Energy Services for 4th Qtr 2017 Energy Procurement Services ~ \$1,714.00
- Erie Bank for Interest on 2015 \$10M loan – Debt Service ~ \$113,466.67
- Erie Bank for Interest on 2016 loan – Debt Service ~ \$45,329.77

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the financial agreement with Washburn Center for Children as guarantor for Human Services MH dependent client awaiting adoption in Minnesota. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Svetz Energy natural gas agreement to lock in winter pricing for January – March 2018 for the Judicial Center and Public Safety Building. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Svetz Energy natural gas agreement to lock in winter pricing for January – March 2018 for the other county facilities: Courthouse, Care Center, Correction Center, Juvenile Probation Building and Talon Office Building. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to The EADS Group for FBIP #18 – Est #11 in the amount of \$41,280.71; paid from Liquid Fuel funds. Mr. Amato seconded and the motion carried.

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

Mr. Weiderspahn announced the Courthouse will be closed for Thanksgiving on November 23 and 24, 2017.

Mr. Soff announced that the County is taking a different approach from the past year to sell the Talon A property.

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