

The Crawford County Board of Commissioners met on Wednesday, November 29, 2017, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John Christopher Soff	Commissioner
John Amato	Commissioner
Christine Krzysiak	Treasurer
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Keith Button	County Solicitor
Brian Connolly	Chief Financial Officer
Heidi Shiderly	Court Administrator
Ken Saulsbery	Warden
Susan Lotarski	Human Resources Director
Gail Kelly	Human Services Director
Kevin Nicholson	Public Safety Director
Zach Norwood	Planning Director
Tracey Crawford	Conservation District's District Manager
Carla Szalewicz	Domestic Relations IV-D/PACSES Coordinator
Melissa Gould	Domestic Relations Confidential Secretary
Doug Ferguson	CATA Solicitor
Chris Junker	CCRAA Secretary
Wendi Hochstetter	Point Security
Jeff Cory	Armstrong
Lorri Drumm	The Meadville Tribune
Sean P. Ray	The Titusville Herald
Mark Heim	The Stream

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on November 15, 2017. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the minutes from the work session on November 22, 2017. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,381,427.83 for the period ending November 28, 2017. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there was one executive session held on November 15, 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 Resolution allowing Venango County to join CATA. Mr. Amato seconded and the motion carried. This Resolution will be sent to the Department of State for notification.

Mr. Soff made a motion to approve the reappointment for Jill Withey to the CATA Board for a four year term beginning January 1, 2018 and expiring December 31, 2021. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion approve the reappointments for both Kevin Schlosser and Jack Walter to the CCRAA Board for a four year term beginning January 1, 2018 and expiring December 31, 2021. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the appointment for Wendy Kedzierski to the CCCD Board for a four year term beginning January 1, 2018 and expiring December 31, 2021. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the reappointments for John Tautin, Richard Ferguson and Bob Hopkins to the CCAGLP Board for three year terms beginning January 1, 2018 and expiring December 31, 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Pennsylvania County Health Insurance Purchasing (PCHIP) Cooperative Intergovernmental Cooperation Agreement and Ordinance for three years. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Intergovernmental Agreement for 3rd Party Reporting of (PREA) between the PA Department of Corrections and the Crawford County Correctional Facility. Mr. Soff seconded and the motion carried. This is for confidential reporting of inmate violations.

Mr. Soff made a motion to approve the Resolution authorizing Public Safety to transfer the Motorola Transmitter/Receiver to Warren County. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve 2018 RMS maintenance agreement from IN SYNCH of Zelienople, PA in the amount of \$1,199.00; paid from Act 12 funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution authorizing the 2017 Community Block Grant application for the Planning Department. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Resolution for Zach Pyle to be the 504 Officer for the CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 2015 CDBG modification to move funds to a different project. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services MATP Report for FY 16/17. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services purchase request for Legal Suite Furniture from Ad Specialty Solutions, LLC. in the amount of \$414.45; county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services purchase request for four surface computers from CDW Government in the amount of \$1,940.14; county portion, and two laptops and ten desktop computers from Dell in the amount of \$3,193.37; county portion. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services purchase request for Parkside Psychological DVD and public presentation license for the screening of two films at the Downtown Movies; paid from SOC grant funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 MH/ID/EI contract amendment with Crawford County Mental Health Awareness Program, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 MH/ID/EI contract amendment with The ARC of Crawford County, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 Professional contract with Kara Smith. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 Professional contract amendment with United Way of Western Crawford County, Inc. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for the Judicial Center in the total amount of \$56,919.10:

- Weber Murphy Fox for Construction Mgmt Fee & Reimbursable Expenses ~ \$3,534.10
- Renick Bros Construction for HVAC ~ \$48,000.00
- Horizon Information for Technology – Final Payment ~ \$5,385.00

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for General Operations in the total amount of \$548,932.59:

- CHAPS for Shelter + Care Admin Expenses Oct 2017 – Planning ~ \$1,908.41
- CHAPS for Shelter + Care Rental Assistance Oct 2017 – Planning ~ \$16,228.00
- Dell for Latitude 15 5000 – District Attorney ~ \$1,664.55
- US Postal Services for Replenish Postage Meter – DJ Meadville ~ \$2,000.00
- Community Health Services for MATP 2016-17; pass thru reimbursement from State, Fed 2nd Qtr Actual; 4th Qtr advance payment – MATP ~ \$285,841.00
- Community Health Services for MATP 2017-18; Reimburse Sept 2017 – MATP ~ \$83,542.00
- Mobilcom for XPR 7550E Portable Radio – Sheriff ~ \$1,071.60
- PCoRP for 1st installment of 2017 premium – Various ~ \$71,104.00
- Tyler Technologies for Eden Maintenance Fees 2018 – Finance ~ \$51,687.51
- Crawford County Literacy Council, Inc. for Reimburse wages and payroll taxes – CCCF ~ \$1,839.75

- Parkside Psychological Associates, LLC for Group & Individual compliance monitoring Oct 2017 – APO ~ \$7,414.00
- Saegertown Area Sewer Auth. For Inv #20897 – CCCF ~ \$7,995.00
- William Penn Printing Company for Record of Prisoner docket – CCCF ~ \$646.03
- Cressman & Erde, LLC for Solicitor Services 2017 – Sheriff ~ \$5,500.00
- Trinity Services Group, Inc. for inmate meals – CCCF ~ \$10,490.74

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the following payments for General Operations in the total amount of \$534,800.83

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 11/03/17 – Various ~ \$47,923.49
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 11/10/17 – Various ~ \$183,466.59
- Lexipol for Law Enforcement Policy Manual Online – Sheriff ~ \$6,240.00
- Gallagher Bassett for Services Fees – Self Ins. Workers Comp. ~ \$9,816.00
- City of Meadville for Stormwater Mgmt Fee in escrow – Parking Deck Project – Commissioners ~ \$287,179.75
- CC Register & Recorder for Recording fees and UPI Fees – Parking Project ~ \$175.00

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the 2018 Preliminary Budget in the amount of \$70,271,700.00 with no tax increase and December 27, 2017 will be the final adoption. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2018 Commissioner Board Meeting Dates. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of a Dell Latitude e5570 Laptop in the amount of \$1,664.55 for the Chief Clerk. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the renewed parking agreement with Douglas Ferguson for an extended 18 months; to expire April 2019. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Judicial Center's alarm monitoring agreement with the Wilkins Co. for an extended six months. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of 364 Walnut Street from Sternby's in the amount of \$85,000.00 for parking structure space and long term savings for the County. Mr. Soff 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 Christmas on December 22nd at Noon and December 25th & 26th; the Courthouse will be open on Wednesday December 27, 2017.

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