

The Crawford County Board of Commissioners met on Wednesday, April 12, 2017, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John Amato	Commissioner
John Christopher Soff	Commissioner
Christine Krzysiak	Treasurer
Keith Button, Esq.	Solicitor
Brian Connolly	Chief Financial Officer
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Deb Curry	Register & Recorder
Heidi Shiderly	Court Administrator
Trever Oates	Assistant Chief Adult Probation/Parole Officer
Gail Kelly	Human Services Director
Susan Lotarski	Human Resources Director
Zach Norwood	Interim Planning Director
Zach Pyle	Planning Assistant
Ken Saulsbery	Warden
Katie Uzarski	Assistant Population Control Manager
Kevin Nicholson	Public Safety Director
Mark Phelan	Assistant Maintenance Director
Shayne Long	Care Center Director of Environmental Services
Janet Anderson	Partners for Performance Director
Tim Geibel	CATA General Manager
Chris Seeley	Auditor
Kathie Roae	Auditor
Jeff Leguard	Sheriff Deputy
Keith Gushard	The Meadville Tribune
Kevin Tommaney	Armstrong
Sam Byrd	Citizen
Jim Temple	Citizen

The meeting was opened with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on March 22, 2017. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on April 5, 2017. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$134,436.83 for the period ending April 11, 2017. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there was one Executive Session held on April 10, 2017 regarding potential litigation for the Tax Claim Bureau.

Public Comment:

Mr. Byrd spoke about #19, #4, and #8 from the agenda and also the Public Comment Policy.

Official Business:

Ms. Anderson gave a presentation on the new mobile services provided by Career Link.

Mr. Soff made a motion to approve the Resolution, provided by CATA, for local match for state operating financial assistance for 2017-2018 in the amount of \$50,000.00 paid by May 2018.

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Crawford County repayment schedule to the Meadville Airport Authority for an annual payment of \$20,000.00 beginning June 2017 and ending June 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the SECURUS contract amendment for all tablets at the Correctional Facility used by inmates to be provided at a cost of \$20.00 per month/per inmate.

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the creation of an additional full-time maintenance employee for the Correctional Facility to focus on outside maintenance. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the updated 2016 Crawford County Intermediate Punishment Plan for Adult Probation. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of Microfilm for Register of Wills Estates done by INFOCON for an estimated amount of \$5,392.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Ally Shenk, per diem, to become full-time temp for the Register & Recorder beginning in May. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of the Kubinski Business Systems Time Clock Maintenance Contract for the Prothonotary Office beginning March 11, 2017 and expiring on March 12, 2018 in the amount of \$149.00. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the PCE proposal for provided professional services for building demolitions located at 837, 839 and 843 Chancery Lane. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the commitment letter to NW Commission Greenways Plan. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the payment for Evans Square Senior Housing Project, Conneaut Lake, in the amount of \$30,000.00 paid by 2015 CDBG funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the payment for Evans Square Senior Housing Project in the amount of \$12,500.00 paid by 2016 and 2017 Act 137 funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Mobilcom contracts and payments for Federal Signal SmartMsg Alert System, duress system, for the three MDJ offices provided by 911 in the amount of \$17,976.00 and \$1,712.00 for Tier II services and support for a total cost of \$19,688.00; to be reimbursed by APOC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve purchase of necessary computer equipment to run the duress system and three year licensing and support from Candoris in the amount of \$6,679.72 per office for a total cost of \$20,039.16; to be reimbursed by AOPC. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a full-time Court IT position. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a full-time Assistant Librarian/Clerical position for the Courts. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of a new OptiPlex 3040 mini tower desktop computer without monitor for Judge Nicols, quoted by IT in the amount of \$1,032.38. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract for the PCCD grant funded position of the MDIT coordinator/child and family advocate. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Lease for Economic Progress Alliance of Crawford County to begin April 1, 2017 and expire on March 31, 2022 in the county portion payment amount of \$4,087.98/month for 17/18 and \$4,265.83/month for 18/22; an increase of 4.35%. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 CYS Contract for Summit School, Inc. DBA Summit Academy in the county portion payment amount of \$54.68/day for Drug and Alcohol and \$33.93/day for Summit Residential. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 MH/ID/EI Contract amendment C-2 for Child to Family Connections, Inc. for three employee skill training cost in the county portion payment amount of \$86.00 max. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 MH/ID/EI Contract amendment C-2 for Crawford County Mental Health Awareness Program, Inc. for CHIPP Diversionary Housing in the county portion payment amount of \$8,082.46 max. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 Professional Contract amendment C-1 for Crawford County Drug & Alcohol Executive Commission, Inc. for Blackbaud Software in the county portion payment amount of \$1,209.31. Mr. Amato seconded and the motion carried.

Ms. Kelly announced April is Child Abuse Prevention Month and wanted to thank the Meadville Tribune for their article published.

Mr. Soff made a motion to approve the US Foods Customer Account Application/ Prospective Business Agreement to assist the Care Center with lowering the patient per day food cost. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Wilkens Co. Annual Service Agreement for semi-annual inspections of fire panel, smoke alarms and co-detectors at the Care Center for \$3,950.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Mobilex USA Contract Addendum for continuation of provided on-site diagnostic imaging and offers a 20% discount at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion approve the Vantage Care Apothecary agreement for the Care Center to have rental of IV pumps for \$5.00/day/patient and \$1,840.00 for replacement. Mr. Soff seconded and the motion carried

Mr. Soff made a motion to approve the Vantage Care Apothecary Proposal for the Care Center to upgrade medication carts at no cost if Pharmacy Services Agreement is renewed at the end of its term. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Medical Director Contract with Dr. Ronald Unice at the Care Center for \$2,500.00 per month. Mr. Amato seconded and the motion carried. Dr. Unice has serviced the Care Center for over 20 years with no price increase.

Mr. Amato made a motion to approve the creation of a part-time Clinical Admissions position effective April 10, 2017. Mr. Soff seconded and with a 2 – 1 vote the motion carried.

Mr. Soff made a motion to approve/ratify the following payments for Public Safety in the total amount of \$378,382.67 paid from Act 12 funds.

- Shawrose Construction for Manual Transfer Switch ~ \$2,091.00.
- Shawrose Construction for second payment tower and site construction ~ \$85,770.00.
- Zetron Radio Consoles ~ \$240,812.80.
- MOBILCOM Radio console foot pedals ~ \$732.00.
- In-Synch RMS Re-location ~ \$1,500.00.
- MOBILCOM Re-locate, install, parts, labor for 800 Meg, SEVAN, EMNET, IFLOWS systems ~ \$7,454.00.
- MCM 1st quarter tower consulting services ~ \$5,882.13
- Verizon for six call taking position ~ \$23,450.36

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve payment to MOBILCOM for Med 9 replacement for Public Safety in the amount of \$8,180.00; to be reimbursed by EMMCO. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Annual report for Haz-Mat Emergency Response Preparedness. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for the Public Safety Building in the total amount of \$11,725.05.

- Meadville Redi-mix Concrete Inc. for 30 Yd Rolloff ~ \$465.00
- Lloyd's Rental & Sales for monthly rental of temporary fencing – Mar 2017 ~ \$554.00
- Birkmire Transportation for OSHA Steps rental ~ \$180.00
- PJ Dick Inc. for Construction Mgmt Fee & Expenses from 2/16/17 to 3/15/17 ~ \$10,526.05

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the following payments for the Public Safety Building in the total amount of \$414.98.

- Verizon Wireless for Jet Pack rental-Brian Noah ~ \$40.01
- National Fuel for Estimated usage 2/13/17 to 3/10/17 ~ \$44.96
- Penelec for Usage 2/11/17 to 3/12/17 ~ \$81.43
- Penelec for Usage 2/24/17 to 3/12/17 ~ \$157.18
- Meadville Area Water Authority for Usage 1/24/17 to 2/22/17 ~ \$91.40

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 \$13,454.48.

- Birkmire Transportation for OSHA Steps rental ~ \$210.00
- Foreman Building Commissioning for continued generation of functional checklist ~ \$2,101.43
- Lloyd's Rental & Sales for monthly rental of temporary fencing – Mar 2017 ~ \$617.00
- PJ Dick for Clerk of the Works Fee & reimbursable expenses ~ \$10,526.05

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 \$589.25.

- Meadville Area Water Authority for Fire Line ~ \$190.00
- Meadville Area Water Authority for Water & Sewer 1/27/17 to 2/27/17 ~ \$399.25

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 \$134,827.74. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify all the bills detailed in the attached list from Finance totaling \$375,587.37. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Resolution authorizing expenditure of funds for the construction of the Public Safety Building to add an additional \$800,000.00 from the General Fund. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to USPS for postage in the amount of \$5,000.00 for MDJ Marwood's Office. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the creation of the Election Rover and Tech Rover positions. Mr. Soff seconded and the motion was tabled.

Mr. Amato made a motion approve Election Day Rover Pay Policy. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the travel request for Commissioner Francis Weiderspahn to attend CCAP Annual Conference in Erie, PA from August 6 to August 9, 2017 in the amount of \$1,006.81. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the purchase of a Dell Latitude E5570 laptop and dock station for \$1,688.82 paid by Computer Procurement Funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to LW Consulting for QLC professional services and reimbursable expenses for \$9,072.99. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve payment to LW Consulting for QLC operational assessment for \$3,143.75; final invoice. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the appointment of for Zachary Norwood as Interim Planning Director. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Dissolution of the Crawford County Redevelopment Authority. Mr. Amato seconded and the motion carried. The Board thanks all those who served.

Mr. Soff made a motion to approve the First Amendment to the Contract of Sale with Calamar for the Former Talon Facility to handle issues related to materials and extend until the purchase agreement can be accomplished and to change the language to include the escrow amount limit of \$400,000.00. 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.

Mr. Weiderspahn announced the county has released a Public Surplus Sale on the website and will begin today, April 12, 2017, and expire in 14 days.

Mr. Weiderspahn announced the last day to register for the May 16, 2016 Municipal Primary Election is on Monday, April 17, 2017.

Mr. Weiderspahn announced the Courthouse will be closed for Good Friday on April 14, 2017 and the next commissioner's full meeting will be held on Thursday, April 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