The Crawford County Board of Commissioners met on Wednesday, August 30, 2017, for a regular meeting, with the following present:

Francis F. Weiderspahn Chairman

John Christopher Soff Commissioner

John Amato Commissioner

Keith Button County Solicitor

Christine Krzysiak Treasurer

Brigid Winsor Deputy Chief Clerk

Brian Connolly Chief Financial Officer

Scott Schell Coroner

Ken Saulsbery Warden

Heidi Shiderly Court Administrator

Kevin Nicholson Public Safety Director

Marjo Webster Care Center Administrator

Kelly Schwab Deputy Human Services Director

Mark Phelan Assistant Maintenance Director

Jim Becker Economic Progress Alliance

Pat Winsor Economic Progress Alliance

David Crowe Drug and Alcohol Director

Greg Patterson Point Security

Larry Holcombe Point Security

Jeff Cory Armstrong

Mike Crowley The Meadville Tribune

Sean P. Ray The Titusville Herald

The meeting was opened with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on August 9, 2017. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on August 23, 2017. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of $3,687,414.52 for the period ending August 29, 2017. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions held.

Public Comment:

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

Official Business:

Mr. Amato made a motion to approve the Proclamation naming September 2017 “Recovery Month”. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve KOZ tax exemption extension for ten years beginning January 1, 2018. Mr. Amato seconded and the motion was tabled.

Mr. Soff made a motion to approve the purchase of a dryer at the Correctional Facility from Pittsburgh Laundry, to replace damaged dryer, in the amount of $6,424.00; paid from insurance funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of the annual generator load test at the Correctional Facility from Penn Power System in the amount of $1,383.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of one laptop and two mini tower desktop computers for the Coroner’s Office in the amount of $4,779.47; paid from Act 122 funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the travel for Leslie Hollabaugh to attend CPE classes, mandatory assessor certification training, at State College for four weeks in the amount of $5,804.40. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the three year Westlaw Contract for the Law Library at a 16.83% reduced rate from prior year. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payment to Palmetto Posting for the posting cost of the 2,200 properties listed for the 2017 Tax Upset Sale in the amount of $55,000.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to Crawford County Legal Journal for advertising the 2017 Tax Upset Sale in the amount of $3,340.00. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the payment to Titusville Herald for advertising the 2017 Tax Upset Sale in the amount of $6,614.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2017 Homeland Security Grant Program for $435,490.00 received; split by population between five counties. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the new members to the LEPC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of quarterly maintenance for the air trailer in the amount of $750.00; paid from Tier II funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of cargo netting for the Haz-mat trailer from Conneautville Canvas in the amount of $556.00; paid from Tier II funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the HMRF Grant application for $19,318.81 received. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the travel request for Allen Clark to attend the Governor’s Conference in Hershey, PA from 9/30/17 to 10/4/17 in the amount of $867.00; paid from Tier II funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of amateur radio equipment and installation in the amount of $12,907.51; paid from HMRF Grant funds. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify/approve the following purchases for the Public Safety Building; paid from Act 12 funds:

* Mailer sorter component system from Staples ~ $1,401.68
* Six desks from Bush Furniture ~ $2,742.00
* Kitchen table, four chairs and bench from Big Lots ~ $399.99
* Agreement with Armstrong Cable (basic service – 10 locations) ~ $260.45 month
* Two lateral file cabinets for 911 Center ~ $419.99 each ($839.98 total)
* In Sync to move records management system ~ $1,500.00

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve purchase of six chairs from Endura, LLC. for the Public Safety Building in the amount of $7,712.00; paid from Act 12 funds. Mr. Amato seconded and the motion was tabled.

Mr. Nicholson told the Board on August 16, 2017 from 8:30 am to 12:00 pm the Public Safety Department moved to the new Public Safety Building on Pine Street and it was a smooth transition.

Mr. Amato made a motion to approve the Premier Healthcare Resource Management Service Agreement for the Care Center’s Accounts Payable and Payroll positions; paid from professional services budget. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Smartlink Contract and Agreement for the Care Center’s timekeeping in the amount of $26,307.06; paid from maintenance agreement budget. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve Adelpo Initial Set/Configuration Agreement for the Care Center’s accounts payable software in the amount of $399.99; paid from maintenance agreement budget. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Point Click Care Eligibility Verification and General Ledger Integration for the Care Center in the amount of $2,325.66; paid from maintenance agreement budget. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2017/2018 Southern Care Hospice Contract for rates and services at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the 2017/2018 Crawford County Hospice Contract for rates and services at the Care Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2017/2018 Lakeland Hospice Contract for rates and services at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the 2017/2018 Mobile Express X-ray Contract for rates and services at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the 2017/2018 Highmark BC/BS Service Agreement for rates and services at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 SOC/SSHS Professional Contract with Meadville Area Recreation Authority; no cost to the county. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 SOC Professional Contract with MHY Family Services, Inc.; no cost to the county. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of furniture for three new offices and legal suite at Human Services from Ad Specialty Solutions in the amount of $841.89, county portion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a printer for legal suite at Human Services from Hagan in the amount of $130.89, county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase the “Leadership Meadville” Registration Fee for Kelly Schwab at the Meadville-Western Crawford County Chamber of Commerce in the amount of $141.70, county portion. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of a new handicap ramp at Human Services from QRS Construction; no county portion. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services transportation plan with Northwest Tri-County Intermediate Unit 5. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 18/19 needs based plan and budget. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the Human Services FY 16/17 CYS Contract Amendments for Family Care for Children & Youth, Inc. and approve the NHS Pennsylvania. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 CYS Contracts for Child to Family Connections, Inc., Family Services of NW PA, Hermitage House Youth Services, Inc. and Lisa Pierro. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 16/17 MH/ID/EI Contract Amendments for Crawford County Mental Health Awareness Program, Inc., Meadville Medical Center DBA Conneaut Valley Health Center, Stairways Behavioral Health and The ARC of Crawford County, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 MH/ID/EI Contracts for Meadville Medical Center DBA Mobile Psychiatric Nursing, Stairways Behavioral Health and The ARC of Crawford County, Inc. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 Professional Contract for Family Service & Children’s Aid Society of Venango County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MDIT Coordinator/ Child and Family Advocate salary and training grant for the amount of $39,343.00 received. Mr. Amato 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 $114,369.04:

* Trace Lawn & Landscaping, Inc. for Chainlink fence for Coroner (Vital Statistics Funds) ~ $4,726.00
* Weber Murphy Fox for Architectural Services – July 2017 ~ $1,571.69
* Perry Construction Group for General Trades – July 2017 ~ $1,550.00
* Erie Custom Millwork for Millwork – July 2017 ~ $1,466.50
* Alex Roofing Co. Inc. for Roofing – July 2017 ~ $19,415.50
* Schaal Glass Co. Inc. for Alum framing/Glass/Glazing – July 2017 ~ $4,763.90
* Erie Contract Interiors for Flooring – July 2017 ~ $4,792.56
* CW Beal Inc. for Painting – July 2017 ~ $2,723.32
* Scobell Company Inc. for Plumbing – July 2017 ~ $8,138.00
* Rabe Environmental Systems Inc. for HVAC – July 2017 ~ $38,157.16
* Dagostino Electronic Svcs for Technology – July 2017 ~ $8,051.51
* Yardmaster of Pennsylvania for Landscaping – July 2017 ~ $19,012.89

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 $523,931.77:

* Penelec for Consumption, Generation & Transmission 6/29 – 7/30/17 ~ $4,235.14
* Weber Murphy Fox for Architectural Services Inv # 39 ~ $1,097.45
* Weber Murphy Fox for Construction Mgmt & reimbursable exp Inv #39 A ~ $17,723.51
* DH Steel Products for Structural Steel (Final) – July 2017 ~ $64,247.50
* DeGol for Flooring (final) – July 2017 ~ $59,669.97
* Schindler Elevator Corp for Elevators (final) – July 2017 ~ $34,688.00
* Renick Bros for HVAC – July 2017 ~ $128,647.50
* McCurley Houston Electric Inc. for Electrical – July 2017 ~ $70,626.41
* Horizon Information Systems for Technology – July 2017 ~ $46,638.00
* Dagistino Electronic Services for IT Equipment (final) – July 2017 ~ $3,642.25
* Meadville Redi-Mix Concrete for Trash Removal ~ $1,860.00
* Powell Sanitation for unclog drain in Men’s and Ladies locker room due to construction debris ~ $907.50
* Meadville Plate Glass for remove and reinstall two panes, rent lift, to deliver courtroom pews ~ $3,690.00
* Knoll Inc. for Delivery and installation of clerk cubicles ~ $2,250.00
* Knoll Inc. for clerk cubicles ~ $14,805.04
* Delaney & Associates, Inc. for cabinets for work area 1; cabinets for table 2 breakroom area; installation ~ $ 14,387.91
* Liat c/o Delaney & Associates for bookcases for 3 judges chambers & 3 district attorney offices ~ $38,971.35
* Delaney & Associates, Inc. for 34 arm chairs; 6 bariatric arm chairs ~ $15,844.24

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 $7,130.14:

* CEIA USA for metal detector ~ $3,836.00
* Forest County Sheriff’s Office for security during move – July ~ $3,294.14

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the removal of items 17.D and 17.E from the agenda. 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 $272,355.22. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify all the bills detailed in the attached list from Finance totaling $445,691.16. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the change order for J.H. Bennett for County Maintenance in the amount of $1,000.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the change order for Bridge #25, Jordan Drive Bridge in Saegertown, in the amount of $9,506.40; paid from liquid fuel funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution confirming the release of restrictions to certain QLC housing units. Mr. Amato seconded and the motion carried. Mr. Weiderspahn confirmed residents will still live there.

Mr. Amato made a motion to approve the Resolution to begin the Voluntary Juror Donation Program. Mr. Soff seconded and the motion carried. Mr. Soff confirmed the funds will go to CYS and gave thanks to the Courts for this program.

Mr. Soff made a motion to approve the Resolution to authorize funds for the Public Safety Building in the amount of $125,000.00. Mr. Amato seconded and the motion carried. Mr. Weiderspahn confirmed there are a few more bills that need paid.

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. Amato made a motion to eliminate the three positions listed on the Care Center’s 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 on Labor Day, Monday, September 4, 2017.

There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Amato 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