

The Crawford County Board of Commissioners met on Wednesday, July 26, 2017, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr.	Chairman
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
Nick Hoke	Sheriff
Scott Schell	Coroner
Ken Saulsbery	Warden
Heidi Shiderly	Court Administrator
Gail Kelly	Human Services Director
Kevin Nicholson	Public Safety Director
MarJo Webster	Care Center Administrator
Tim Kelley	ITS Director
Zach Norwood	Planning Director
Matt Pierce	Adult Probation Deputy Chief
Mark Phelan	Assistant Maintenance Director
Diana Perry	Auditor
Chris Seeley	Auditor
Shelby Proctor	Fair Secretary
Brad Gibson	LORD Corp.
Deana Burge	Economic Progress Alliance
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune

The meeting was opened with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on July 12, 2017. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on July 19, 2017. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$2,025,028.16 for the period ending July 25, 2017. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there was one executive session held on July 19, 2017 regarding the Courts personnel.

Public Comment:

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

Official Business:

Mr. Soff made a motion to approve the Resolution for the 10 year LERTA for LORD Corp in Saegertown, PA. Mr. Amato seconded and the motion carried. Lord Corp hopes the community is excited and Mr. Soff stated this will be good for Saegertown and Crawford County.

Mr. Soff made a motion to approve the renewal of maintenance for Oracle Software from DLT solutions for \$19,449.61; split by four offices: ITS ~ \$9,724.81, Assessment, Planning and Public Safety ~ \$3,241.60 each. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the three year renewal of website security (Wildcard) certificate form GoDaddy.com for \$899.97 from September 2017 to August 2020. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the dissolving of the Supervisor position for Human Services because the position was never filled after creation. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the creation of a Program Specialist II position for Human Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a CYS Program Specialist II position for Human Services. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve following FY 16/17 CYS Contracts; same rates as prior year:

- NHS Pennsylvania
- Perseus House, Inc.
- Pressley Ridge

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 CYS Contract for The Children's Home of Pittsburgh; first contract with this group. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the following FY 17/18 CYS Contracts; same rates as prior year:

- Community Alternatives, Inc.
- Crawford County Drug & Alcohol Executive Commission, Inc.
- Parkside Psychological Associates, LLC

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 MH/ID/EI Contract for Achievement Center, Inc. Mr. Amato seconded and the motion carried.

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

Mr. Soff made a motion to approve the FY 17/17 MH/ID/EI Contract for Family Services of NW PA. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 17/18 MH/ID/EI Contract for Quality Living Center of Crawford County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 MH/ID/EI Contract for Regional Counseling Center, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 MH/ID/EI Contract for Titusville Area Senior Citizens Corporation. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 Professional Contract for Crawford County Drug & Alcohol Executive Commission, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 Professional Contract for Parkside Psychological Associates, LLC. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the new hire in the Assessment Office to attend assessor training to become certified for the position. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the application for Grant-In-Aid and Supervision Funds for FY 17/18; to offset salaries in Adult Probation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to table the contract renewal for support on DJ Marwood's security cameras. Mr. Amato seconded and the motion was tabled.

Mr. Soff made a motion to approve the 2017 TIF payment for 2002 TIF Fund in the amount of \$27,724.51; same amount as prior year. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the City Treasurer office wages for tax collection from 1/1/17 to 6/30/17 in the amount of \$16,101.06. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the City Treasurer office postage/ mailing tax bills cost of tax collection from 1/1/17 to 6/30/17 in the amount of \$1,987.92. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the replacement of the Courthouse Pitney Bowes mailing machine for a new five year lease including updates in the amount of \$588.58 per month. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the contract renewal with for the Rapiscan X-Ray machine at the security checkpoint in the amount of \$5,060.00 from 8/1/17 to 7/31/18. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the contract with Optum/ United Health Care to provide a managed care insurance program to the long term residents at the Care Center, resident's choice if they want to participate. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the emergency purchase of a hot water tank for the dietary department at the Care Center in the amount of \$5,367.99; paid from capital funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the replacement of the leased burnisher with a new Care Center owned burnisher in the amount of \$5,600.00 with \$3,636.00 reimbursed. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to Roy Deeter for the repair to the leaking 4” copper water main line at the Care Center for the amount of \$3,119.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to W.B. Mason for the podium/ lectern for the Public Safety Building’s Multi-Purpose Room in the amount of \$266.64. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the travel request for Allen Clark to attend the Knowledge Center Training and Conference from September 12 – 15, 2017 for Public Safety; paid by Homeland Security and the Knowledge Center, no cost to the county. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the adoption of the 2017 Fair Housing Resolution, Notices and Action Plan for the Planning Office. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution reappointing Zachary Pyle as the Fair Housing Officer for the Planning Office. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the 201 Section 3 Plan for the Planning Office. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Resolution reappointing Zachary Pyle as the Section 3 Compliance Officer for the Planning Office. Mr. Soff 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 \$82,432.06:

- Meadville Redi-Mix Concrete for Rolloffs – 30 yard box ~ \$465.00
- Verizon for Credit for Jet Pack – Brian Noah June 2017 ~ (\$29.67)
- Weber Murphy Fox for Architectural Services June 2017 ~ \$2,012.80
- Perry Construction Group for General Trades June 2017 ~ \$38,876.00
- Alex Roofing Co. for Roofing June 2017 ~ \$5,134.50
- McCurley Houston Electric for Electrical June 2017 ~ \$16,495.00
- Dagostino Electronics Svcs for Technology June 2017 ~ \$14,759.23
- Ray Showman Jr Excavating for Site Work June 2017 ~ \$1,920.00
- Belnick Incorporated for 80 stacking church chairs ~ \$2,799.20

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 \$32.75:

- Penelec for Service May 30 – June 22, 2017 ~ \$14.66
- Penelec for Service Feb 11 – March 19, 2017 ~ \$18.09

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for the Judicial Center in the total amount of \$431,745.48:

- Weber Murphy Fox for Architectural Services June 2017 ~ \$7,450.60

- Weber Murphy Fox for Construction Mgmt Fee & Reimbursable Expenses June 2017 ~ \$35,064.12
- Mike Coates Construction for General Trades June 2017 ~ \$33,445.00
- AB Specialties Inc. for Glazing June 2017 ~ \$38,200.00
- DeGol for Flooring June 2017 ~ \$161,368.78
- CW Beal for Painting June 2017 ~ \$7,893.04
- Renick Brothers for HVAC June 2017 ~ \$5,320.00
- McCurley Houston Electric Inc. for Electrical June 2017 ~ \$5,941.00
- Horizon Information Systems for Technology June 2017 ~ \$57,465.10
- Dagostino Electronic Services for IT Equipment May 2017 ~ \$15,250.26
- Blooming Valley Landscape for Landscape June 2017 ~ \$15,612.92
- Sunshine Cleaning & Janitorial Scvs for Trash Removal June 2017 ~ \$2,804.76
- Fast Signs for Restroom Signage ~ \$1,356.80
- Knoll for DA Cubicles June 2017 ~ \$15,946.56
- Knoll for Clerk Cubicles June 2017 ~ \$14,805.04
- Stantec for Crawford Parking Planning & Design – Schematic Design ~ \$12,936.77
- Home Depot for Blinds for meeting and hearing rooms ~ \$884.73

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the following payments for the Judicial Center in the total amount of \$24,183.86:

- Penelec for Service Dates May 30 – June 28, 2017 ~ \$3,940.43
- Penelec for Service Dates May 30 – June 27, 2017 ~ \$243.43

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for General Operations in the total amount of \$2,138,686.97:

- CHAPS for June 2017 ESG Case Management – Planning ~ \$4,143.07
- CHAPS for S+C June 2017 Rental Assistance – Planning ~ \$5,774.05
- CC Children & Youth for 2016 Match – CYS ~ \$1,621,347.36
- CC Drug & Alcohol for DA RIP Grant Consultants June 2017 – APO ~ \$5,275.58
- Department of the Treasury for 2016 PCORI Fees due on Self-funded Healthcare – Ins/Empl Benefits ~ \$2,784.32
- Belnick Incorporated for 11 Stacking Church Chairs – Courthouse ~ \$384.89
- CC Commissioners for Indirect expense for 2017 (FY16-17) – CYS ~ \$275,241.00
- CC Commissioners for Indirect expense for 2017 (FY 16-17) – MH ~ \$221,069.00
- Jamestown Area School District for transportation services for CYS clients for April, May and June 2017 – Human Services CYS ~ \$2,667.70

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the following payments for General Operations in the total amount of \$312,777.15:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 7/5/17 – Various ~ \$247,122.40
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 7/12/17 – Various ~ \$65,654.75

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the energy supplier contract with AEP Energy for electric at the Care Center for 41 months. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to the EADS Group for FBIP #18 – Est #10 for \$60,873.09; paid from liquid fuel funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Stantec for parking planning and design phase II. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to have the Wilkins Co. to provide alarm monitoring at the Courthouse. Mr. Soff 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 dates for the future meeting dates in August are changed due to the Crawford County Fair and CCAP.

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

Francis F. Weiderspahn, Jr., Chairman

John Christopher Soff, Commissioner

John Amato, Commissioner