

The Crawford County Board of Commissioners met on Wednesday, June 28, 2017, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John Amato	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Kelsey Beatty	Deputy Treasurer
Keith Button, Esq.	Solicitor
Brian Connolly	Chief Financial Officer
Emmy Arnett	Prothonotary
Ken Saulsbery	Warden
Heidi Shiderly	Court Administrator
Betty Waite	Deputy Court Administrator
Trevor Oates	Assistant Chief Probation Officer
Kevin Nicholson	Public Safety Director
Gail Kelly	Human Services Director
Tim Kelley	ITS Director
Zach Norwood	Planning Director
Mark Phelan	Assistant Maintenance Director
Clay Doolittle	Sheriff Deputy
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on June 14, 2017. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on June 21, 2017. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$2,681,848.16 for the period ending June 27, 2017. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions held.

#### Public Comment:

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

#### Official Business:

Mr. Soff made a motion to approve the Resolution exonerating real estate tax penalties and interest for certain Bloomfield Township taxpayers. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the purchase of a public computer work station for the Prothonotary Office in the amount of \$975.00. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Prothonotary to reinstate the per diem position, for 10 – 15 hours a week in the office when a current employee takes maternity leave. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Adult Probation department owned devices software add-ons for AP LE Mobile, Address Notification Service and Supervised Release File Entry, Cancel and Clear Master Key Code Files, AP Mobile License for 17/18 and AP LE Mobile License Support for \$50.00 per device per year, in the total amount of \$9,700.00; paid from PCCD Law Enforcement JRI Grant. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve 17/18 Mobilcom maintenance agreement for the Correctional Facility radios in the amount of \$3,723.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify purchase of a new walk-in cooler compressor from R.E. Michel Company for the Correctional Facility in the amount of \$763.56. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the CCAP/PCoRP Guard 1 System for electronic records at the Correctional Facility with no cost to the county. Mr. Soff seconded and the motion carried.

Mr. Saulsbery told the Board the graduation ceremony for four GED students begins at noon and they will receive their diploma from Crawford Central School District.

Mr. Soff made a motion to approve the invoice for the 2013 CDBG Program's Firth Road Bridge Engineering and Permitting in the amount of \$4,480.50. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the elimination of the Planning Assistant 1 position. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a Land Use Planner position. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the contract amendment with Tetra Tech. Mr. Soff seconded and the motion carried.

Mr. Norwood told the Board a survey for high speed internet will be passed around soon and the Planning Office is trying to get every resident to participate.

Mr. Soff made a motion to approve the payments to Mobilcom for antenna and labor for the new master clock in the amount of \$1,103.58 and antennas, labor and equipment relocation of radio equipment in the amount of \$7,454.00, all the Public Safety Building; paid by Act 12 funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve payment to Mobilcom for antenna and labor for replacement of antenna at the east tower in the amount of \$3,500.00; paid by Act 12 funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the revised Haz-Mat cost recovery policy for Public Safety. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve purchase of a digital signage communications display system from Signarama Monroeville for each floor of the Judicial Center at the elevators, near each courtroom and in the jury assembly room in the amount of \$29,426.18; paid from Warrant Fee Split Funds (four accounts). Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of eight printers for the Judicial Center in the total amount of \$2,209.68. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of backup county internet connection at the Public Safety Building from Zito Media for 20mbps symmetrical fiber with a one-time installation fee of \$100.00 and \$59.00 per month. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve agreement with Armstrong Utilities, Inc. for 2<sup>nd</sup> dark fiber connection to the Public Safety Building in the amount of \$500.00 per month; the \$500.00 installation fee was removed. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of Conneaut School District (Link Crew Training); paid by Safe Schools/Healthy Students grant funds with no county portion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of the Roach-Reid Office Systems (maintenance renewal 8/15/17 – 8/14/18) in the amount of \$711.36; county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of The Arc of Crawford County, Inc. (Dave Hingsburger – Workshop 8/4/17) in the amount of \$188.12; county portion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of the Search Institute (Systems of Care Agreement) with no county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 17/18 Grant Contracts with Center for Family Services, Inc. (Rental Assistance), Center for Family Services, Inc. (Case Management), Crawford Area Transportation Authority (Saegertown Route Support), Crawford Area Transportation Authority (Meadville Fixed Route Fare Support), Crawford County CASA, Inc., Crawford County Coalition on Housing Needs, Inc. (Emergency Shelter), Crawford County Coalition on Housing Needs, Inc. (Liberty House Transitional Housing), Crawford County Drug & Alcohol Executive Commission, Inc., Crawford County Mental Health Awareness Program, Inc., Mercy House of Meadville, Inc., Titusville Regional Literacy Council, Titusville YMCA Women's Services, Inc. (The Greenhouse: Emergency Shelter for Women and Children in Crisis), Women's Services, Inc. (Child Abuse Awareness Program), YWCA Titusville (St. James Shelter), YWCA Titusville (Rental Assistance) and YWCA Titusville (Case Management). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 CYS Contract Amendment for Child to Family Connections, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 16/17 CYS Contract Amendment for Tradewinds Counseling Services, LLC. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 MH/ID/EI Contract Amendment for Quality Living Center of Crawford County. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the FY 16/17 MH/ID/EI Contract Amendment for Hand in Hand Christian Counseling, LLC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Land Pro Equipment for new zero-turn motor, for County Maintenance, in the amount of \$2,640.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to EADS for Center Street Bridge 6 rehab for guiderail, in Conneautville, in the amount of \$46,501.25. Mr. Soff 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 \$160,552.16.

- PJ Dick Incorporated for Construction Mgmt. Fee & Expenses – 5/16/17 thru 6/15/17 ~ \$10,526.05
- Erie Custom Millwork for Millwork ~ \$3,645.00
- McCurley Houston Electric for Electrical ~ \$7,822.00
- Dagostino Electronic Svcs for Technology ~ \$47,932.71
- Ray Showman Jr Excavating for Site Work ~ \$89,614.93
- Cintas Fire Protection for Fire Extinguishers ~ \$1,011.47

Mr. Amato 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 \$1,250.92.

- Meadville Area Water Authority for Water & Sewer – 4/24/17 thru 5/24/17 ~ \$136.69
- Penelec for Electricity Usage – 5/12/17 thru 6/12/17 ~ \$1,074.22
- Verizon for Jet Pack-Brian Noah ~ \$40.01

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 \$639,169.12.

- Ken Fab & Weld/Butler Steel for Steel Plate ~ \$1,550.00
- Weber Murphy Fox for Architectural Services Inv #37 ~ \$9,018.21
- Weber Murphy Fox for Construction Mgmt. Fee & Reimbursable Exp Inv #37A ~ \$33,658.13
- Mike Coates Construction for General Trades ~ \$238,985.00
- AB Specialties for Glazing ~ \$39,370.00
- CW Beal Inc. for Painting ~ \$36,556.40

- Schlindler Elevator Corp for Elevators ~ \$6,457.00
- Wm T Spaeder Co Inc. for Fire Protection ~ \$1,600.00
- Wm T Spaeder Co Inc. for Plumbing ~ \$6,897.02
- Renick Bros for HVAC ~ \$20,525.00
- McCurley Houston Electric Inc. for Electrical ~ \$32,000.00
- Horizon Information Systems for Technology ~ \$75,046.86
- Dagostino Electronic Services for IT Equipment – April ~ \$22,591.57
- Dagostino Electronic Services for IT Equipment – May ~ \$2,250.00
- Blooming Valley Landscape for Landscape ~ \$93,712.65
- Meadville RediMix Concrete for Trash Removal ~ \$465.00
- Sunshine Cleaning & Janitorial Svcs for Final Cleaning ~ \$2,613.96
- PJ Dick Incorporated for Clerk of the Works Fee & Expenses – 5/16/17 thru 6/15/17 ~ \$10,526.05
- Ace Contractor Center for Lumber & Hardware for shelving Inv #1706-281623 ~ \$638.77
- Ace Contractor Center for Lumber & Hardware for shelving Inv #1706-281622 ~ \$382.65
- Ace Contractor Center for Lumber & Hardware for shelving Inv #1706-282909 ~ \$459.85
- Home Depot for Cabinets ~ \$680.91
- BizChair for 91 Steel Stacking Chairs & Dolly ~ \$3,184.09

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 \$3,344.11.

- Meadville Area Water Authority for Water & Sewer – 4/24/17 thru 5/24/17 ~ \$399.25
- Penelec for Electricity Usage – 4/28/17 thru 5/29/17 ~ \$2,944.86

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for General Operations in the total amount of \$215,450.33.

- PCoRP for 1st installment of premium – 6/1/17 thru 5/31/18 – Finance ~ \$96,136.00
- CHAPS for Shelter+ Care Invoices – May 2017 – Planning ~ \$15,758.01
- MaherDuessel for Progress Billing – Audit of Year Ending December 31, 2016 – Finance ~ \$40,000.00
- Novus for County Phone Project – IT ~ \$10,593.78
- Women’s Services for 2017 Budget Allocation – Other ~ \$10,000.00
- Crawford County Historical Society for Remaining 50% 2017 Budget Allocation – Recreation ~ \$5,000.00
- Maximus for Cost Allocation Plan – Finance ~ \$7,200.00
- Stantec for Parking Planning & Design ~ \$30,762.54

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 \$178,662.79.

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 6/2/17 – Various ~ \$83,789.81

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 6/9/17 – Various ~ \$94,199.38
- The Meadville Tribune for 2016 ESG Invitation for bids – Phase 2 – South Main Place Rehab ~ \$673.60

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the new Kodak slide projector (Ektagraphic III) and a scanner (HP Scanjet 7650) to be placed on the county online auction website. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the 40 month energy supplier contract with AEP Energy for electric for county facilities. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the letter to request a zoning change for the county Judicial Center parking structure. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to bring the Weber Murphy Fox agreement with the county back on the table; tabled May 31, 2017. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the agreement with Weber Murphy Fox and the county for the former talon site and Judicial Center to be settled for the Site Work Issue, WMF will pay Crawford County \$35,000.00 after 30 days of this agreement and for the Storage Unit Issue, WMF will pay Crawford County \$15,000.00 and credit \$25,000.00 after 30 days of this agreement. 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 Courthouse will be closed Tuesday, July 4, 2017 for Independence Day and the regular meeting schedule will continue.

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