

The Crawford County Board of Commissioners met on Wednesday, July 11, 2018 for a regular meeting with the following present:

Francis F. Weiderspahn Jr.	Chairman
John M. Amato	Commissioner
John Christopher Soff	Commissioner
Christine Krzysiak	Treasurer
Keith Button	Solicitor
Gina Chatfield	Chief Clerk
Brian Connolly	Chief Financial Officer
Gail Kelly	Human Services Director
Zach Norwood	Planning Director
Heidi Shiderly	Court Administrator
MarJo Webster	Care Center Administrator
Shayne Long	Care Center Environmental Services Director
Debbie Curry	Register & Recorder
Kevin Nicholson	Public Safety Director
Phil Baranyai	GIS Manager
Mark Peaster	Assistant to the Commissioners
Kathy Roae	Auditor
Tracey Crawford	Conservation District Manager
Neil Fratus	Deputy Sheriff
Jim Becker	Economic Progress Alliance
John Swick	Attorney for EPA
Seth Jones	Point Security
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune

The meeting was opened at 9:30 am with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on June 27, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on July 5, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$3,261,692.65 for the period ending July 10, 2018. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there was no executive sessions.

Public Comment:

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

Official Business:

Mr. Soff made motion to approve the request of the Economic Progress Alliance to subordinate or move the County's position to behind loans from Northwest Bank and the Pennsylvania Industrial Development Authority (PIDA) in the unlucky event of a loan default which allows financing for the \$13M expansion project at Acutec Precision Aerospace to move forward. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve to have Crawford County GIS purchase for the Conservation District an ArcBasic license and reimburse the County. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for the Conservation District:

- For Agricultural Land Preservation Board in the amount of \$5,000 for administration
 - For Agricultural Land Preservation Board in the amount of \$5,000 for easement purchase
- Both are in the approved 2018 budget. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a contract renewal for the Correctional Facility with Cleveland Brothers for a Generator Load Test and Preventative Maintenance in the amount of \$1,715. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of replacement furniture at the Care Center in four of the six end wings for furniture (seating) that was not in compliance due to fire rating and infection control standards. Lowest bid was received from Furniture Town, Conneaut, OH, in the amount of \$14,149.68. Mr. Amato seconded; Mr. Amato and Mr. Soff voted affirmative, Mr. Weiderspahn voted no, motion carried.

Mr. Soff made a motion to approve the purchase for Public Safety of an Uplift for the 2018 Ford Interceptor from Ibis Tek in the amount of \$9,819.25 from COSTARS contract. This will be paid for with Tier 2 funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase for Public Safety of an UHF Mobile radio from Mobilcom in the amount of \$804, to be paid for by Tier 2 funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve payment to Landex for loading back scanned deeds onto the Landex Software in the Register & Recorder's Office for the amount of \$1,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the 3-month lease for three printers used to print Doe licenses at a cost of \$371.25. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve contracts with Rapiscan Systems for maintenance of the baggage/parcel X-Ray inspection machines for Aug. 1, 2018, through July 31, 2019:

- Rapiscan 515 system at Courthouse, serial number 60613N35, in the amount of \$5,060
- Rapsican 620XR system at Judicial Center, serial number 7172102, in the amount \$4,942.17

- Rapsican 620XR system at Judicial Center, serial number 7171508, in the amount of \$4,181.33

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the maintenance contract for the Judicial Center AAON Rooftop Unit with Toby Karg for on-call hourly pay rates for \$99.50 regular, \$149.25 overtime and \$199 for Sundays and Holidays, not to exceed \$3,000. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the maintenance agreement with Smartedge on the control box for the boiler system in the Judicial Center from July 1, 2018 to June 30, 2019, at a cost of \$7,970. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the MATP Initial Allocation of Compliance with Human Services for FY18/19, at no cost to the County.

Mr. Amato made a motion to approve the Northwest Behavioral Health Partnership, Inc., HealthChoices Reinvestment Agreement for 9/1/17- 12/31/19. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS Contract for FY 17/18 for Family Services of NW PA – Amendment F-3. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the MH/ID/EI Contract for FY 17/18 for the ARC of Crawford County, Inc. – Amendment C-4. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the CYS Contract for FY 18/19 for Center for Family Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS Contract for FY 18/19 for Family Services of NW PA. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the CYS Contract for FY 18/19 for the Parkside Psychological Association, LLC. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the CYS Contract for FY 18/19 for Youth Advocate Programs, Inc. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the MH/ID/EI Contract for FY 18/19 for Crawford County Mental Health Awareness Program, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contract for FY 18/19 for Stairways Behavioral Health. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve that MH/ID/EI Contract for FY 18/19 for The ARC of Crawford County, Inc. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the MH/ID/EI Contract for FY 18/19 for the Titusville Area Senior Citizens Corporation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services professional contracts for FY 18/19 for the Crawford County Consumer Satisfaction Team. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services professional contracts for FY 18/19 for The Crawford County Drug & Alcohol Executive Commission, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services professional contracts for FY 18/19 with Eric J. Nikolaison for constable services. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services professional contracts for FY 18/19 for Family Service & Children's Aid Society of Venango County. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services professional contracts for FY 18/19 with Melvin J. Strathen, Jr., for constable services. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services professional contracts for FY 18/19 with Parkside Psychological Associates, LLC. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the following contracts, all with the same rates as prior year:

CYS Contracts FY 18/19

- Community Alternatives, Inc.
- Counseling and Assessment Services
- Crawford County Drug & Alcohol Executive Commission, Inc.
- Lisa Pierro

MH/ID/EI Contracts FY 18/19

- Dr. Gertrude A. Barber Center, Inc. DBA Barber National Institute
- Erie Homes for Children and Adults, Inc.
- Next Step Therapy, Inc.
- Northwest Tri-County Intermediate Unit 5
- Quality Living Center of Crawford County
- Supports, Inc.
- Touch-Stone Solutions, Inc.
- Vallonia Industries, Inc.
- Youth Advocate Programs, Inc.

Professional Contracts FY 18/19

- Amanda Gadsby
- Bliss Nutrition Services
- Counseling and Assessment Services
- Felisa V. Read, PT, LLC
- Jill M. Kish

- Julie M. Brooks
- Kara Smith
- Little Steps Physical Therapy, LLC
- Marianne McCreight
- Mill Run Apothecary, Inc. DBA Mill Run Community Pharmacy
- Sands Speech Therapy
- Watts & Pepicelli, PC
- Woodbridge Counseling, LLC

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a less than 20 hours a week, no benefits, part time District Court Assistant position at the Vernon office 20-3-03 effective 8/6/18. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the approval of the FY 17 Continuum of Care (Shelter + Care) contract with the Department of Housing & Urban Development (HUD) in the amount of \$200,151. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the award of County Act 13 At-Risk Bridge funds to the City of Meadville, Cussewago Township, Venango Township and Wayne Township for a total of \$484,850. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Community Development Block Grant in the amount of \$345,256. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to M&B Services, LLC for the Conneaut Lake TAP Grant in the amount of \$21,584.49. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve a purchase 3 steel doors and hardware for a building at the fairgrounds from Builder's Hardware at a cost of \$1,250. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to have Telliho's Tree Service cut and trim trees at the fairgrounds for the amount of \$800.00. 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 \$220,867.84:

- Prime Care Medical Inc. for Catastrophic Billing 10/25/17 thru 10/25/18 – CCCF ~ \$14,686.84
- M&B Services, LLC for Conneaut Lake Water St. Project – CDBG 2014 funds – Planning ~ \$31,725.44
- M&B Services, LLC for Conneaut Lake Water St. Project – ARC PA 17660 Grant – Planning ~ \$38,676.30
- Parkside Psychological Associates, LLC for professional services – May 2018 – Adult Probation ~ \$6,893.50
- Penn State Extension for 3rd Qtr 2018 budget allocation – Coop Ext. ~ \$82,500.00

- Powell's Portable Toilets for rental of polyjohn – Parking Project ~ \$130.91
- Svetz Energy Services for energy procurement services 3rd Qtr 2018 – Building & Grounds ~ \$1,714.00
- Stantec Architecture Inc. for design thru construction administration – Parking Project ~ \$13,309.86
- Urban Engineers for construction support services thru 6/8/18 – Parking Project ~ \$3,502.40
- Urban Engineers for construction support services 5/12/18 thru 6/8/18 soils overview – Parking Project ~ \$4,908.60
- Chaps Inc for ESG 2017 March & April 2018 invoices – Planning ~ \$5,321.99
- Lloyd's Rental & Sales, Inc. for monthly fence rental – Parking Project ~ \$552.50
- 4ward Planning Inc. for progress payment – real estate & economic impact analysis 2016 CDBG – Planning ~ \$14,110.00
- Powell's Portable Toilets for rental of polyjohn – Parking Project ~ \$85.00
- Cressman & Erde for solicitor's fee 1/1/18 thru 6/30/18 – Sheriff ~ \$2,750.00

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 \$674,661.19:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 6/1/18 (runoff) – Various ~ \$207.88
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 6/8/18 (runoff) – Various ~ \$1,126.95
- Neopost for renew postage meter – Vernon DJ ~ \$3,000.00
- PComp for payroll audit additional premium 2017 – Various ~ \$12,406.00
- Meadville Redi-mix Concrete, Inc. for parking garage – Parking Project ~ \$395.00
- M&B Services, Inc. for Conneaut Lake TAP Grant – Planning ~ \$7,828.66

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a communication unit and Wilkins Fire Alarm Monitoring at the Judicial Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Adobe Acrobat Standard software license for GIS mapping in the amount of \$253.87. Mr. Amato seconded and the motion carried.

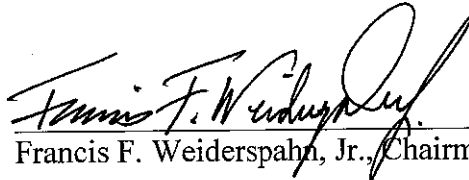
Mr. Amato made a motion to approve the purchase for GIS mapping of a 15" Dell Latitude 5000 laptop for the amount of \$2,190.40. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase for GIS mapping of a Dell Optiplex 5060 desktop computer for the amount of \$1,793.01. Mr. Amato seconded and the motion carried.

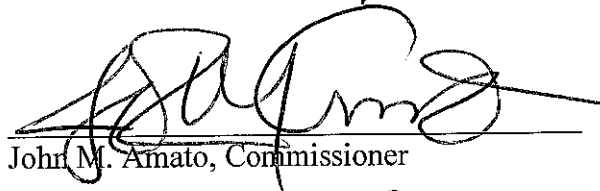
Mr. Soff made a motion to ratify the payment to Perry Construction in the amount of \$448,575 for their June pay application for the Tier parking structure. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the New Hires/Transfers detailed in the attached packet from Human Resources/Payroll (list to be attached to the minutes). Mr. Soff seconded and the motion carried.

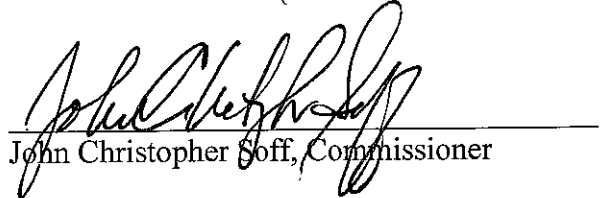
There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Amato seconded at 10:04 am and the meeting was adjourned.



Francis F. Weiderspahn, Jr., Chairman



John M. Amato, Commissioner



John Christopher Soff, Commissioner

Requests of New Hires and Employee Transfers

July 11th 2018

Care Center

The Emergency New Hire of JoAnn Baker, Director of Memory Garden, effective 07/09/2018.

The New Hire Morgan Copy, Full Time Nursing Clerk, replacing Heather Long effective 07/23/2018.

The Emergency Transfer of Heather Long, from Nursing Clerk to Administrative Assistant, replacing Katherine Holtz effective 07/09/2018.

Correctional Facility

The Emergency Transfer of Dylan Merritt, from Per Diem Correctional Officer to Full Time Correctional Officer, replacing Chad Stininger effective 07/09/2018.

The Emergency Transfer of Anthony Dudas, from Per Diem Correctional Officer to Full Time Correctional Officer, replacing Brandon Loutzenhiser effective 07/09/2018.

Juvenile Probation

The New Hire of Michele Fischbach, Full Time Secretary, replacing Janel Dunkerley, effective 07/23/2018.

Planning

The New Hire of Victoria Kapopoulos, Full Time Assistant Planning Director of Community Development, replacing Zachary Pyle, effective 08/06/2018.

Human Services – CYS

The Transfer of Jessie Brocklehurst, from Full Time Caseworker I to Full Time Caseworker II, after completing her probationary period, effective 07/23/2018.