

The Crawford County Board of Commissioners met on Wednesday, February 14, 2018 for a regular meeting with the following present:

Francis F. Weiderspahn Jr.	Chairman
John M. Amato	Commissioner
John Christopher Soff	Commissioner
Keith Button	Solicitor
Christine Krzysiak	Treasurer
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Brian Connolly	Chief Financial Officer
Nick Hoke	Sheriff
Scott Schell	Coroner
Joe Galbo	Chief Assessor
Ken Saulsbery	Warden
Kevin Nicholson	Public Safety Director
Tim Kelley	ITS Director
Phil Baranyai	GIS Manager
Marjo Webster	Care Center Administrator
Gail Kelly	Human Services Director
Heidi Shiderly	Court Administrator
Mark Phelan	Assistant Maintenance Director
Mark Peaster	Assistant to the Commissioners
Alison Piatt	Assistant to the Coroner
Kathie Roae	Auditor
Seth Jones	Point Security
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune
Sean P. Ray	The Titusville Herald

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

Mr. Soff made a motion to approve the minutes from the meeting on January 24, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the minutes from the work session on February 7, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$8,649,455.74 for the period ending February 13, 2018. 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. Soff made a motion to approve the creation of three Coroner Assistant positions that are paid \$100.00 on a per call basis. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the elimination of the three Part-time Coroner positions. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to the City of Meadville for the Correctional Facility's annual range fees for staff yearly qualifications in the amount of \$2,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of two replacement toilets for Correctional Facility cells at a cost of \$1,749.96. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the Correctional Facility's annual SAVIN maintenance and service agreement for 2018; with no cost to the county. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a floor wax stripper from DeSantis in the amount of \$2,550.00 for Correctional Facility and other departments may use when needed. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Public Safety's Worst Case Hazard Analysis in the amount of \$2,500.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Linstar service agreement renewal for the Courthouse in the amount of \$4,908.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Linstar's installation of access-control software upgrade, with onsite technician, in the amount of \$1,281.27. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the contract renewal for Beautician Lauren Johnson to continue salon services at the Care Center, with contract and prices to be reviewed December 20, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the facility contract for Kindred Hospice, with the standard rates that apply for daily room and board within the Medicare guidelines, at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of a 2016 Ford T-150 van with 87,136 miles to handle increased demand for resident transportation at the Care Center in the amount of \$32,402.00. Mr. Soff seconded and the motion carried. Mr. Amato stated this purchase was important for safety.

Mr. Soff made a motion to approve the amendment to the Premier Healthcare Resources contract dated September 5, 2017, to include three Premier employees and one county employee for the Care Center's office with a decrease of \$1,000.00 per month. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the travel for four Care Center employees to attend the three day PACAH conference at Penn State in the total amounts of \$804.00 for lodging, \$1,000.00 for registration, and \$136.00 for vehicle rental. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the elimination of the Dietetic Technician per diem position at the Care Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a Dietetic Technician part-time position at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services purchase requisitions for Crawford Central School District (November Transportation), Jamestown Area School District (October and November Transportation) and Oil City Area School District (September Transportation) in the total amount of \$402.39; county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services purchase requisition for Family Services of NW PA (UV Well Treatment System) in the amount of \$192.95; county portion. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the CYS FY 17/18 contracts for Children's Aid Society of Mercer County and Families United Network, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS FY 17/18 contract for Hermitage House Youth Services, Inc. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the CYS FY 17/18 contract for Pressley Ridge. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS FY 17/18 contract with Summit School, Inc. DBA Summit Academy. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the CYS FY 17/18 contract with White Deer Run, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the increased installation price of two 4-gang outlets on the emergency generator and UPS circuit for use with analog telephone adapter devices in the phone demarcation area of the Courthouse for the revised amount not to exceed \$2,465.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the contract with Thomson Reuter's Westlaw CLEAR online investigative research for Validation and Certification (AVC); with no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the purchase for MDJ Linesville office of one Turret security camera for parking lot in the amount of \$414.00; to be reimbursed by AOPC grant, and Tier 2 support (parts and labor) in the amount of \$30.43 per year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase for MDJ Vernon office of one outdoor dome security camera with a cap and mount and one 32" monitor in the amount of \$1,321.00; to be

reimbursed by AOPC grant, and Tier 2 support (parts and labor) in the amount of \$140.51 per year. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to the City of Meadville for Tax Collection wages from 7/1/2017 through 12/31/2017 in the amount of \$16,101.06. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to the City of Meadville for Postage for mailing Per Capita Tax Bills from 7/1/2017 through 12/31/2017 in the amount of \$1,527.91. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Tax Billing Agreement for computer services with Government Software Services in the amount of \$0.0065 each per name printed for RE and PC duplicate, plus \$9.50 for binding and \$0.1695 for each paper statement prepared; same price as prior year. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the following payments for the Judicial Center in the total amount of \$902.70.

- Ace Contractors for nuts, bolts and lumber for shelving – Clerk of Courts ~ \$461.98
- Ace Contractors for nuts, bolts and lumber for shelving – Prothonotary ~ \$325.13
- Ace Contractors for lumber for shelving – Prothonotary ~ \$115.59

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for General Operations in the total amount of \$318,495.34:

- Penn State Extension for 1st Qtr 2018 budget allocation ~ \$82,500.00 – Coop Ext
- Drug & Alcohol for HSBG Match Qtr 1 & 2 FY 17/18 ~ 13,148.00
- PCoRP for addition of Judicial Center and Public Safety Building 6/1/17 – 6/1/18 ~ \$5,557.00 – Courts/911
- CHAPS for Shelter+ care rental assistance and admin – Dec 2017 ~ \$16,022.73 – Planning
- Humane Society for 2018 annual budget allocation ~ \$10,000.00 – Public Safety/Other
- Dept. of Human Services for refund of overpayment-MATP FY 16/17 ~ 159,794.00 - MATP
- City of Meadville for John Holt Pistol Range fee for 2018 ~ \$2,000.00 – APO
- Drug & Alcohol for county match July thru Dec 2017 ~ \$8,673.36
- County Chief Adult Probation & Parole Officers Assoc. of PA for 2018 Assessment ~ 1,030.00 – APO
- The Wilkins Co. for 2018 Fire Alarm Inspection ~ \$8,625.00 - CCCF
- Stantec for Design-Construction-Parking Lot Project ~ \$11,101.37 – Parking Lot Project
- Home Depot for Casters-Sheriff Office ~ \$43.88 - Sheriff

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 \$891,286.19:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 1/12/18 – Various ~ \$40,975.65
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 1/19/18 – Various ~ \$15,645.51
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 1/26/18 – Various ~ \$13,933.10
- Government Software Services for return and claims statement printing & postage – Tax Claim ~ \$4,286.14
- TJS Insurance for renew volunteers accident policy 11/1/17 to 11/1/18 – Insurance ~ \$1,683.00
- PCHIP for health insurance premiums and estimated claims – Feb 2018- Self insurance-health ~ \$662,474.24
- Kebert Construction Co for demolition of Chancery Lane Residential Bldgs. – App 1 – Parking Lot project ~ \$45,033.30
- Kebert Construction Co for demolition of Chancery Lane Residential Bldgs. – App 2 – Final – Parking Lot Project ~ \$5,003.70
- Safeair Contractors for asbestos abatement – former county jail – Parking lot project ~ \$59,397.28
- US Postal Service for renew postage meter – DJ Linesville ~ \$5,000.00
- General Fund for reimbursement from Social Security Acct for expenses incurred 10/1 thru 12/31/17 – CYS ~ \$22,325.15
- Social Security Administration for reimburse social security administration for overpayment received – CYS ~ \$15,529.13

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of bridge signs from H. A. Weiland Company in the amount of \$3,149.50. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the bid award to Deeter Heating and Plumbing to separate utilities between the old jail and the Courthouse to in the amount of \$7,261.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Scobell Co. to replace the heat exchanger, five burner tubes and a relief valve on the boiler at the Quality Living Center in the amount of \$9,200.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the 2017 Pymatuning State Park Pilot certification of taxes, detailed on the list from Assessment attached to the minutes, in the total amount of \$42,391.04. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the 2017 Catastrophic Loss report. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of the HP Plot printer with a 5-year warranty and consumables for the GIS Office in the amount of \$11,276.51. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment to The EADS Group for FBIP #16 – EST #13 in the amount of \$5,183.65, paid from Liquid Fuel funds. Mr. Soff seconded and the motion carried.

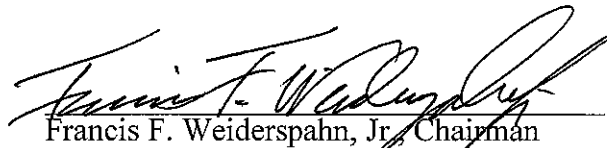
Mr. Soff made a motion to ratify the Point Security agreement extension through February 28, 2018. Mr. Amato seconded and the motion carried.

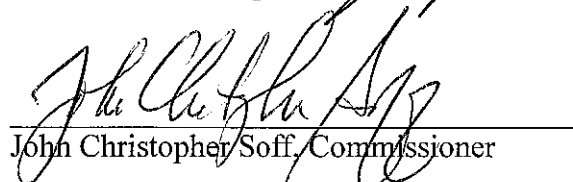
Mr. Soff made a motion to approve the sealed bid advertisement for Talon Building A purchase and the bid deadline will be March 16, 2018. Mr. Amato seconded and the motion carried. Mr. Soff stated it's a great building but the county doesn't need it.

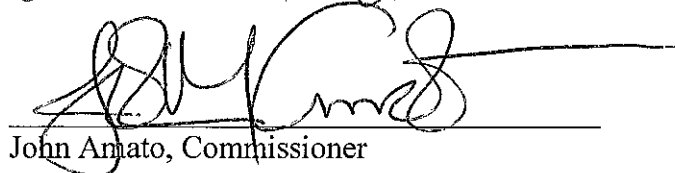
Mr. Soff made a motion to approve the new hires/transfers detailed on the list from Human Resources/Payroll attached to the minutes. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn stated the Courthouse is closed February 19, 2018 for President's Day.

There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded and the meeting was adjourned at 10:05 am.


Francis F. Weiderspahn, Jr., Chairman


John Christopher Soff, Commissioner


John Amato, Commissioner