

The Crawford County Board of Commissioners met on Wednesday, March 28, 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 Loiacona	Chief Probation/Parole Officer
Kevin Nicholson	Public Safety Director
Zach Norwood	Planning Director
Mark Phelan	Assistant Maintenance Director
Sue Watkins	Assistant Human Services Director
Kim Shay	Assistant Court Administrator
Shayne Long	Care Center Environmental Services Director
Kathie Roae	Auditor
Brian Noah	Project Manager
Kevin Tommaney	Armstrong
Seth Jones	Point Security
Keith Gushard	The Meadville Tribune
Mark Heim	The Stream

The meeting was opened at 9:35 am with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on March 14, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the minutes from the work session on March 21, 2018. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$2,620,046.32 for the period ending March 27, 2018. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there were 3 executive sessions held:

- March 21, 2018 – Human Services – personnel
- March 22, 2018 – Talon A – Real estate
- March 23, 2018 – Possible litigation - Commissioners

Public Comment:

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

Official Business:

Mr. Soff made a motion to ratify the creation of a temporary Full-time Dispatcher position at Public Safety until June 1, 2018 and will be eliminated after. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the two-year Drug & Alcohol Restrictive Intermediate Punishment/IP grant for Adult Probation in the amount of \$557,689.60:

- \$197,991 – Personnel/employee benefits (3 officers)
- \$190,772 – Operating expenses
- \$168,926.60 – DA treatment

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Hungarian Interpreter contract with Eva Blasko for a court hearing on March 26, 2018; previously used for prior cases. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to purchase of two electronic magnetic locks to secure corridor doors of Judicial Center Level 3 public bathrooms from Horizon Information Services in the amount of \$1,400.00, including installation; with \$1,378.55 reimbursed by an AOPC grant funding of leaving \$21.45 paid from the Courts budget. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the creation of a new Clerk Typist 2 position at Human Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services Avanco International, Inc. – Child Accounting and Profile System (CAPS) Version 14 Upgrades for FY 17/18. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to purchase a surface computer with accessories for a Human Services employee from CDW Government. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to purchase registration and travel to Conneaut School District for the Link Crew training from 9/19/17 to 9/20/17 for Human Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to purchase a laptop computer from Dell for a Human Services employee. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to purchase membership dues to the Pennsylvania Association of County Human Service Administrators. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to purchase the legal ad for CYS in the Denver Post. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the transportation plan with Conneaut School District for foster children with CYS. Mr. Soff seconded and the motion carried.

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

Mr. Amato made a motion to approve the FY 17/18 CYS contract with Cornell Abraxas Group Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 CYS contract with Hermitage House Youth Services, Inc. – Amendment F-1. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to contract with Zirmed, a cloud based reimbursement program that will allow the Care Center to bill all insurance providers which will increase patient financial responsibility, adhere to regulator mandates and receive revenue without hesitation; paid from Contract Agreements:

- Claims Management – \$99.00
- Electronic Remittance Advice – \$25.00
- Implementation Fee – \$499.99

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to purchase a Sound and Vision monitor for the Mauve Unit at the Care Center that is accessed by a entering a door code. This monitor is to ensure the safety of residents and staff when opening the secured unit. The cost to install is \$1,249.84; paid from maintenance minor equipment account. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to contract with Full Throttle Entertainment LLC, a DJ service to be utilized for special events at an hourly cost of \$42.50 per hour; budgeted for entertainment. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the ACT 13 Environmental funds allocation of \$62,089.00 from the State program. The following projects were selected to award:

- Bloomfield Township – Westside Park Project - \$10,500.00
- City of Meadville – Bicentennial Park - \$13,435.82
- City of Titusville – City Park Improvements (Robert’s Grove & Scheide Parks) - \$12,256.00
- Crawford County Ag. Preservation – Farmland Preservation Easement Act. - \$5,000.00
- French Creek Recreational Trail – Henderson Ave Outlet Pedestrian Bridge - \$20,085.00

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to hire Mark Johnson to replace a utility pole at the Fairgrounds in the amount of \$2,900.00. Mr. Soff seconded and the motion carried.

The agenda item regarding replacing the roof on a barn by Clarion Environmental was removed and will be presented at the next Commissioners work session on April 4, 2018.

Mr. Amato made a motion to approve payments for the Judicial Center in the total amount of \$73.21.

- Ace Contractors for lumber for shelving – Clerk of Courts ~ \$15.30
- Ace Contractors for supplies for shelving – Clerk of Courts ~ \$41.99
- Ace Contractors for supplies for shelving – Clerk of Courts ~ (\$23.27)
- Sherwin-Williams for MinWax Polyurethane-Shelving-Clerk of Courts ~ \$39.19

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payments for General Operations in the total amount of \$103,076.00.

- Community Health Services for trips reimbursement for Feb 2018 FY 17/18 ~ \$75,426.00 – MATP
- Election Systems & Software, LLC for software license renewal 6/1/18 to 5/31/19 ~ \$27,650.00 – Elections

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify payments for General Operations in the total amount of \$686,573.51.

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 3/2/18 (runoff) – Various ~ \$2,630.81
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 3/9/18 (runoff) – Various ~ \$4,035.79
- Gene Placidi, Esq for Legal Settlement ~ \$2,500.00
- PCHIP for Medical Premiums and Estimated Claims – April 2018 ~ \$677,406.91 – Various

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to award the tier parking structure to Perry Construction Group of Erie, PA, in the amount of \$2,326,500. This includes the following alternates:

- Add alternate # 1 (City Storm inlets)
- Add alternate 4 (Slab on Grade in lieu of asphalt for level 1)
- Deduct alternate # 1 (5 on street parking spaces)
- Deduct alternate 2 (concrete form liner)

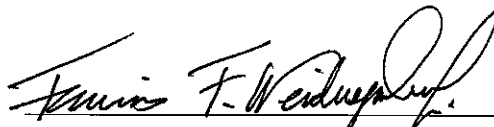
Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to award the Talon A building sale to the Crawford County School for Adult Education with a bid amount of \$1,200.00. This is a local organization benefitting the people of the County and they would like to close the sale by June 15, 2018, pending electricity and easements. Mr. Weiderspahn seconded and the motion carried. Mr. Amato abstained from voting because he once served on the CCSAE Committee.

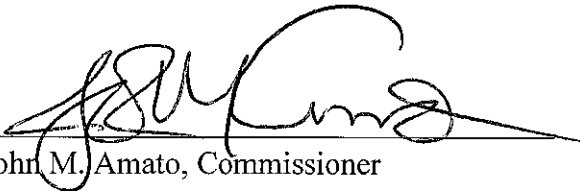
Mr. Soff made a motion to approve the New Hires/Transfers detailed in the attached packet from Human Resources/Payroll. (list to be attached to the minutes)

Mr. Weiderspahn stated the county is accepting bids for the 122 acre farm land for a five-year lease with all the information posted on the county website, due by 3 pm Monday, April 2, 2018.

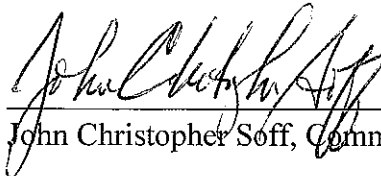
There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded and the meeting was adjourned at 10:54 am.



Francis F. Weiderspahn, Jr., Chairman



John M. Amato, Commissioner



John Christopher Soff, Commissioner

Item #	Provider Name & Services	Contract or Amendment	Rate	IV-E Rate	Cost to County	Fiscal Year
1	Creation of Clerk Typist 2 position					
2	Avanco International, Inc. CAPS Version 14 Upgrades		\$12,836.80 total	n/a	\$2,913.95 total	17/18
3	Purchase Requisition CDW Government (Surface for T. Boyda)	P.R.	\$1,825.16 total	n/a	\$353.64 total	17/18
4	Purchase Requisition Conneaut School District (Link Crew Training 9/19/17 - 9/20/17)	P.R.	\$2,037.87 total	n/a	\$108.80 total	17/18
5	Purchase Requisition Dell, Inc. (Laptop for L. Pierro)	P.R.	\$1,436.14 total	n/a	\$0.00 total	17/18
6	Purchase Requisition PACHSA (Director Membership Dues)	P.R.	\$1,429.00 total	n/a	\$136.25 total	17/18
7	Purchase Requisition The Denver Post (Legal Ad for CYS)	P.R.	\$1,378.00 total	n/a	312.81 total	17/18
8	Transportation Plan with Conneaut School District					
9	Transportation Procedures		n/a	n/a	n/a	17/18
9	Auberle Foster Care Level AA: 0-12 Years Old (Minor Difficulties) Foster Care Level AB: 0-12 Years Old (Moderate Difficulties) Foster Care Level AC: 0-12 Years Old (Major Difficulties) Foster Care Level AD: 0-12 Years Old (Immediate Intensive Services) Foster Care Level TA: 12-17 Years Old Foster Care Level TB: Teenage Mother with 1 Child Foster Care Level TC: Teenage Mother with 2 Children Hartman Shelter Romine Shelter	Contract	\$54.87/day \$60.09/day \$70.54/day \$86.22/day \$70.54/day \$107.12/day \$128.02/day \$238.94/day \$254.15/day	\$48.54/day \$53.16/day \$62.41/day \$76.28/day \$62.41/day \$94.77/day \$113.26/day \$223.73/day \$240.55/day	\$5.94/day \$6.51/day \$7.64/day \$9.34/day \$7.64/day \$11.60/day \$13.87/day \$12.30/day \$12.95/day	17/18
10	Cornell Abraxas Group, Inc. Abraxas 1: Social Training and Education Program (STEP) Fire Setter/Sex Offender Shelter Leadership Development Program	Contract	\$174.79/day \$313.89/day \$289.85/day \$163.66/day	\$149.57/day \$0.00/day \$269.73/day \$147.93/day	\$38.91/day \$125.56/day \$15.01/day \$34.80/day	17/18
11	Hermitage House Youth Services, Inc. Transitional Living Boys Intensive Supervision and Shelter Group Home (High Impact Program) Intensive Supervision and Shelter Group Home Transitional Living Girls Unit 2 Boys Unit 1 Boys Unit 1 Girls	Amendment F-1	\$179.06/day \$277.07/day \$226.09/day \$179.06/day \$222.48/day \$236.90/day \$226.60/day	\$171.40/day \$244.26/day \$204.05/day \$167.03/day \$205.68/day \$214.36/day \$193.42/day	\$18.05/day \$30.10/day \$12.04/day \$18.50/day \$23.18/day \$25.16/day \$24.76/day	17/18

Legend:

Rate = Increased From Prior Fiscal Year  
Rate = Same As Prior Fiscal Year  
Rate = Decreased From Prior Fiscal Year  
Rate = Adjusting to Actuals  
Rate = New Program

{Provider Name} = Not Used During Prior Fiscal Year or Current FY

## **Requests of New Hires and Employee Transfers**

**March 28<sup>th</sup> 2018**

### **For Information Only**

#### **Public Safety**

The New Hire of Josh Manuel, Per Diem Dispatcher Trainee, effective 04/01/2018.

The New Hire of Andrew Youngs, Full Time Dispatcher, transferring from Per Diem Dispatcher, replacing Monica Shilling, effective 04/01/2018.

#### **Fairgrounds**

The Re-Hire of Raymond Kennerknecht, Per Diem Maintenance, effective 04/02/2018.

#### **Submitted by - Care Center**

The New Hire of Dominic Steiger, Per Diem Laundry/Housekeeping, replacing Kurtis Tucci, effective 4/2/2018.

The New Hire of Kara Rash, Full Time Activity Aide, replacing Barbara Gray, effective 4/2/2018.

The New Hire of Kinsey Church, Full Time CNA, transferring from Per Diem CNA, effective 01/22/2018.

The New Hire of Nicole Pierce, Full Time Director of Nursing, transferring from Full Time Restorative Coordinator, retro to 03/26/2018.

The New Hire of Andrea Crawford, Full Time Assistant Director of Nursing, transferring from Full Time RN Manager, retro to 03/26/2018.