

The Crawford County Board of Commissioners met on Thursday, April 26, 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
Brigid Winsor	Deputy Chief Clerk
Brian Connolly	Chief Financial Officer
Kevin Nicholson	Public Safety Director
Heidi Shiderly	Court Administrator
Gail Kelly	Human Services Director
Shayne Long	Care Center Environmental Services Director
Mark Phelan	Assistant Maintenance Director
Thomas Gilbertson	Assistant Planning Director
Eileen Petula	Allegheny College COO
John Swick	Allegheny College Solicitor
Lisa Pepicelli Youngs	CCIDA Solicitor
Mitra Reese	Solid Waste Authority Board
Seth Jones	Point Security
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune
Mark Heim	The Stream

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 April 11, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on April 18, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$4,022,299.64 for the period ending April 25, 2018. Mr. Soff 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 Resolution for the Crawford County Industrial Development Authority (CCIDA) to proceed with securing bonds for Allegheny College for improvements to buildings and athletic fields for their anticipated \$51,000,000 expenditure. There is no cost to the County. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to appoint Brenda Schmidt as the County's Recycling Coordinator and has held the position since 2004. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to apply for the 903 Grant which reimburses 50% of the approved salary/expenses of the County Recycling Coordinator for the previous calendar year. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to disburse the funds allocated to the Solid Waste Authority in the amount of \$100,000.00. A budget review will be scheduled before the second disbursement in June or July. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to purchase two replacement Dell lap top computers for the multi-purpose room at the Public Safety Building in the amount of \$1,664.55 each; paid by Tier II funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to purchase three Dell external disk drives for the new laptops above and one for Allen Clark in the amount of \$25.79 each; paid by Tier II funds. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the payment to M&B Services, LLC for the Conneaut Lake Water Street Project in the amount of \$26,765.79; reimbursement will come from 2014 Community Development Block Grant (CBDG) funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to M&B Services, LLC for the Conneaut Lake Water Street Project in the amount of \$5,299.20; reimbursement will come from the 2014 Appalachian Regional Commission (ARC) funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the HVAC system replacement quote for the MDJ Vernon office through Vogt Heating & Cooling in the amount of \$3,519.36 with \$2,000.00 will come from 30-3-03's budget. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to purchase two 60" gallery monitors for Courtroom #1 from Horizon Information Services in the amount of \$7,268.00 including installation. Mr. Weiderspahn seconded and with a 2 to 1 vote the motion carried.

Mr. Amato made a motion to reactivate part-time caseworker 1 position at Domestic Relations. Mr. Soff seconded and after discussion between the Board, Mr. Amato withdrew his motion because it's a union position and doesn't require a vote. Mr. Soff seconded withdrew his second.

Mr. Amato made a motion to approve the Human Services Avanco International, Inc. – CWIS 2.0 Upgrades. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services Office of Developmental Programs (ODP) Waiver Provider Agreement effective 1/1/18. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services purchase to reimburse Jamestown Area School for the month of February. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services purchase of two CP960 Conference Phones with 2 Expansion Mics from Novus, LLC. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the Human Services travel request for Gail Kelly to travel to Boston, MA on 5/6/18 – 5/8/18 to discuss future contracting with Value/Beacon. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 CYS Contract with Family Care for Children & Youth, Inc. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 17/18 MH/ID/EI Contracts with Child to Family Connections, Inc. – Amendment C-1 and Youth Advocate Programs, Inc. – Amendment C-2. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to include supplement C to the agreement with EADS for Wightman Road bridge in the amount of \$24,270.86. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve payments for General Operations in the total amount of \$113,825.00:

- Convention & Visitors Bureau for 2018 budget allocation ~ \$3,500.00 – Recreation
- Horizon Information Services for HES M62 1200 lb. Magnetic Locks (to be reimbursed by AOPC grant) ~ \$1,400.00 – Courts
- USI Insurance Services, LLC for renewal of tax collectors bond for four-year term 1/1/18 to 1/1/22 ~ \$11,078.00 – Tax Collectors
- Scobell Company, Inc. for boiler repairs ~ \$9,200.00 – QLC
- Historical Society for 2018 budget allocation ~ \$5,000.00 – recreation
- Pepicelli Youngs & Youngs for solicitor's quarterly retainer ~ \$2,500.00 – Register & Recorder
- Community Health Services for medical assistance transportation program – trip reimbursement for march 2018 FY 17/18 ~ \$81,147/00 - MATP

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payments for General Operations in the total amount of \$5,455.49:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 3/30/18 (runoff) – Various ~ \$5,649.52
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 4/6/18 (runoff) – Various ~ \$(194.03)

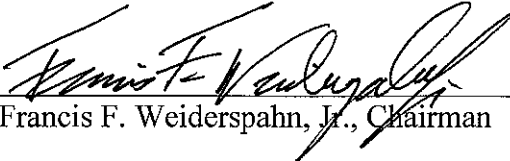
Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the New Hires/Transfers detailed in the attached packet from Human Resources and to include the change of Care Center's per-diem Hospitality Companions to begin May 1, 2018. Mr. Amato seconded and the motion carried.

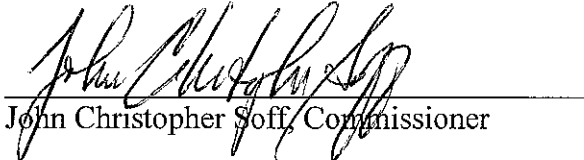
Mr. Weiderspahn stated the next two Board meetings, the work session on May 2, 2018 and full meeting on May 9, 2108 will both be held in the Commissioners Conference Room.

Mr. Weiderspahn stated the General Primary Election day is Tuesday, May 15, 2018 and encourages everyone to vote.

There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded and the meeting was adjourned at 9:50 am.

  
Francis F. Weiderspahn, Jr., Chairman

  
John M. Amato, Commissioner

  
John Christopher Soff, Commissioner

Item #	Provider Name & Services	Amendment	Rate	IV-E Rate	Cost to County	Fiscal Year
1	Avanco International, Inc. CWS 2.0 Upgrades		\$10,642.47 total	n/a	\$2,415.84 total	17/18
2	ODP Waiver Provider Agreement (Effective 1/1/18)		n/a	n/a	n/a	17/18
3	Purchase Requisition	P.R.				17/18
4	Purchase Requisition	P.R.	\$1,333.91 total	n/a	\$128.54 total	17/18
5	Travel Request	T.R.	\$1,080.00 total	n/a	\$158.36 total	17/18
6	Family Care for Children & Youth, Inc.	Contract	\$0.00 total	n/a	\$0.00 total	17/18
	Boston, Mass. - Gail Kelly 5/6/18 - 5/8/18					
	Foster Care Level CA: Crawford Age 3-21		\$51.72/day	\$51.35/day	\$5.02/day	
	Foster Care Level CB: Crawford Age 0-3		\$45.26/day	\$44.98/day	\$4.39/day	
	Foster Care Level CC: Crawford Mother with Dependent Infant (Age 11-21)		\$51.72/day	\$51.35/day	\$5.02/day	
	Foster Care Level CD: Crawford Dependent Infant with Mother (Age 0-3)		\$28.10/day	\$27.95/day	\$2.72/day	
	Foster Care Level CE: Crawford Mother with Non-Dependent Infant (Age 11-21)		\$79.82/day	\$79.25/day	\$7.75/day	
	Foster Care Level CK: Crawford Kinship Care		\$47.35/day	\$47.06/day	\$4.59/day	
	Foster Care Level FA: FBS Age 3-21		\$68.43/day	\$67.81/day	\$6.66/day	
	Foster Care Level FB: FBS Age 0-3		\$59.87/day	\$59.37/day	\$5.82/day	
	Foster Care Level FC: FBS Mother with Dependent Infant (Age 11-21)		\$68.43/day	\$67.81/day	\$6.66/day	
	Foster Care Level FD: FBS Dependent Infant with Mother (Age 0-3)		\$36.36/day	\$36.08/day	\$3.53/day	
	Foster Care Level FE: FBS Mother with Non-Dependent Infant (Age 11-21)		\$107.53/day	\$106.62/day	\$10.46/day	
7	Child to Family Connections, Inc.	Amendment C-1				17/18
	Community Participation Services (W/5996)		\$987/15 min	n/a	\$0.53/15 min	
8	Youth Advocate Programs, Inc.	Amendment C-2				17/18
	Habilitation		\$8.08/15 min	n/a	\$0.43/15 min	
	Chore		\$1673/hour	n/a	\$0.89/hour	

4/18/2018

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

**CRAWFORD COUNTY COMMISSIONERS  
 APRIL 18, 2018 WORK SESSION  
 FINANCE DEPARTMENT-SUBMISSION OF INVOICES/REQUISITIONS FOR APPROVAL  
 GENERAL OPERATIONS**

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>INVOICE #</u>	<u>AMOUNT</u>	<u>DEPARTMENT</u>
Crawford County Convention & Visitors Bureau	2018 Budget Allocation		\$ 3,500.00	Recreation
Horizon Information Services	HES M62 1200 lb Magnetic Locks (to be reimbursed by AOPC grant)		1,400.00	Courts
USI Insurance Services LLC	Renewal of Tax Collectors Bond for four year term 1/1/2018-1/1/2022	2370065	11,078.00	Tax Collectors
Scobell Company, Inc.	Boiler Repairs	24180	9,200.00	Maintenance <b>ALC</b>
Crawford County Historical Society	2018 Budget Allocation		5,000.00	Recreation
Pepicelli Youngs & Youngs	Solicitor's Quaterly Retainer		2,500.00	Register of Wills Recorder of Deeds
Community Health Services	Medical Assistance Transportation Program-Trips Reimbursement For March 2018-FY 17/18	114	81,147.00	MATP

\$ 113,825.00

**FOR RATIFICATION:**

<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>DEPARTMENT</u>
Crown Benefits Administration	Weekly Claims Remittance, Week Ending 03.30.18 (Runoff)	\$ 5,649.52	Various
Crown Benefits Administration	Weekly Claims Remittance, Week Ending 04.06.18 (Runoff)	(194.03)	Various

\$ 5,455.49

## Requests of New Hires and Employee Transfers

April 26<sup>th</sup> 2018

### For Information Only

#### Domestic Relations

The New Hire of Katheryn M Picard, Part Time Caseworker I, a reactivated position, replacing Shannon McGill, effective 04/30/2018.

#### Woodcock Lake Park

The Re-Hire of Alfred Price, Per Diem Park Maintenance, (filling a summer slot) effective 04/30/2018.

The Re-Hire of Lucas Smith, Per Diem Park Maintenance, (filling a summer slot) effective 05/07/2018.

The Re-Hire of Maile Chang, Per Diem Park Maintenance, (filling a summer slot) effective 05/07/2018.

The Re-Hire of Camryn Schmidt, Per Diem Day Gate, (filling a summer slot) effective 05/14/2018.

The Re-Hire of Aidan Byham, Per Diem Night Gate, (filling a summer slot) effective 05/22/2018.

The Re-Hire of Ted Szalewicz, Per Diem Security, (filling a summer slot) effective 05/25/2018.

The Re-Hire of Dave Means, Per Diem Security, (filling a summer slot) effective 05/25/2018.

#### Fairgrounds

The New Hire of Josh Shoop, Per Diem Maintenance, (filling a summer slot), effective 04/30/2018.

The Re-Hire of Dane Rhoades, Per Diem Maintenance, (filling a summer slot) effective 05/07/2018.

The Re-Hire of Luke Dangel, Per Diem Maintenance, (filling a summer slot) effective 05/07/2018.

The Re-Hire of Bradley Amy, Per Diem Maintenance, (filling a summer slot) effective 05/14/2018.

#### Correctional Facility

The Transfer of Brandon Loutzehiser, Full Time Correctional Officer, replacing Christopher Teixeira, transferring from Per Diem Correctional Officer, effective 04/30/2018.

Care Center

The Emergency Transfer of Katherine Holtz, Full Time Administrative Assistant, a newly created non-union position, transferred from Receptionist, effective 04/11/2018.

The Emergency Hire of Ryan Shaffer, Per Diem Hospitality Companion, newly created position, effective 04/11/2018.

The Emergency Hire of Amber Burchard, Per Diem Hospitality Companion, newly created position, effective 04/11/2018.

The New Hire of Kristin Miller, Per Diem LPN, replacing Ayana Johnson, effective 04/30/2018.

The New Hire of Rebecca Fry, Per Diem LPN, replacing Sandra Buzzard, effective 04/30/2018.

The New Hire of Traci Andrews, Part Time Activity Aide, transferring from Per Diem Nutrition Aide, replacing Victoria Quick, effective 04/30/2018.

The New Hire of Robert Croll, Per Diem Activity Aide, replacing Tori Hall effective 04/30/18.