

The Crawford County Board of Commissioners met on Wednesday, February 13, 2019, for a regular meeting with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John M. Amato	Commissioner
John Christopher Soff	Commissioner
Christine Krzysiak	Treasurer
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Keith Button	County Solicitor
Brian Connolly	Chief Financial Officer
Debbie Curry	Register & Recorder
Joe Galbo	Chief Assessor
Kathie Roae	Auditor
Chris Seeley	Auditor
Diana Perry	Auditor
Heidi Shiderly	Court Administrator
Zach Norwood	Planning Director
Kevin Nicholson	Public Safety Director
Brittany Johnston	Human Resources Director
Sue Watkins	Human Services Associate Director
Mark Phelan	Assistant Maintenance Director
Ken Saulsbery	Warden
Jack Greenfield	Deputy Warden
Brian Noah	Project Manager
Scott Hatton	ITS
Ellie Donnell	Payroll Clerk
Kevin Tommaney	Armstrong
Seth Jones	Point Security
Keith Gushard	The Meadville Tribune
Jason McMaster	Public
Rick Copeland	Public
Eric Henry	Public

The meeting was opened at 9:40 am with the Pledge of Allegiance.

Mr. Amato made a motion to approve the minutes from the meeting on January 23, 2019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on February 6, 2019. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the payment of bills in the amount of \$4,161,557.44 for the period ending the February 12, 2019. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions.

Public Comment:

None

Official Business:

Mr. Soff made a motion to approve the Correctional Facility's Offender Maintenance System (OMS) maintenance and support agreement for 2109 from DSI-ITI, Inc. in the amount of \$9370.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Correctional Facility's 2019 Fire Alarm Inspection by the Wilkins Co. in the amount of \$8,625.00. Mr. Soff seconded and the motion carried.

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

Mr. Soff made a motion to ratify the Correctional Facility's travel of one Deputy and one Lieutenant to Dallas, TX for inmate tablet training at SECURUS on SecureView tablets from 1/29/19 to 1/31/19, with all costs covered by SECURUS. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Public Safety's EMMCO West Communications Grant to be used to replace the 20-year-old Med 6 repeater the amount of \$5,539.20, with a local match of \$3,692.80 from ACT 12, in the total amount of \$9,232.00 to be received. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Public Safety's purchase of a new Med 6 repeater from Mobilcom in the amount of \$9,232.00; state contract price. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Public Safety's application for the Emergency Management Performance Grant (EMPG) for FY 2019 in the amount of \$102,471.00 to be received. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify Public Safety's payment to Ibis-Tek of Butler, PA, for an Uplift for the 2018 Ford Interceptor in the amount of \$10,601.25; CoStars contract price. Originally approved for \$9,819.25 at the July 11, 2018 meeting, the price has increased \$782.00; paid by Tier II funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Public Safety's purchase of a cellular mobile router for use at emergency scenes to enhance cellular and internet capabilities in the amount of \$1,492.91 with a \$10.00 per month fee; paid by Tier II funds. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services Avanco International, Inc. AFCARS (the Adoption & Foster Care Analysis & Reporting Systems) 2019 Upgrade used by 55 counties with the County share \$601.30. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 17/18 HSGB (Human Services Block Grant) I&E Report Revision 1, to show income and expenses and reports the retained revenue spending plan. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the Human Services PCCD (PA Commission on Crime and Delinquency) Grant application for "Safe and Resilient Titusville", a two-year grant that does not

require a County match, in the maximum amount of \$350,000.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Human Services purchase two computers from Dell in the total amount of \$3,122.00, \$161.39 county portion. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 18/19 CYS contract Amendment 1 for Adelphoi Village to add enhanced 24-hour supervision and intensive counseling for both boys and girls who have committed serious/chronic offenses. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 18/19 CYS contract for Family Care for Children and Youth, Inc., same services as prior year with an overall decrease in rate of \$19.91. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 18/19 CYS contract for George Junior Republic in Pennsylvania, same services as prior year with a 2% rate increase to all services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services FY 18/19 MH/ID/EI contract for Arc Human Services, Inc., a new provider of residential rehabilitation services for a hospitalized individual. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Maintenance bid request for the repair of bridges #19 Finney Road and #29 Depot Road, paid by liquid fuels funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Maintenance Resolution to increase the cost of preliminary engineering by \$35,000.00 and reuse the remaining monies previously approved for Wightman Road Bridge. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify closing out the CD at Marquette Saving in the amount of \$1,000,000 and to reimburse the General Fund for the Parking Project. This is the 3rd withdrawal of reserve funds that are intended to pay for the Parking Project. The total amount restricted for this project is \$3.8M. The balance of reimbursement for this project will be \$800,000.00 after this withdrawal is made. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Assessment refunds to Mr. William Culver and Mr. Robert L. Brown to correct assessment information, and the catastrophic loss payments to James Zilhaver, John P. Greenaway, Jr., and Rolling Fields. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Assessment adoption of the 2019 Assessment and Per Capita tax rolls closed on 2/1/19. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve ITS purchase of Ribbon Communications Session Boarder Controller SBC 1000 with PRI connectivity in the amount of \$1,600.00 and one-year of 24/7 premium maintenance in the amount of \$208.00 from Landis Technologies for a total of \$1,808.00. Mr. Amato seconded and the motion carried.

Item 14.B from the agenda was removed per Tim Kelley.

Mr. Amato made a motion to approve Courts contract with Vanderhoof Heating & Air Conditioning for quarterly service of the HVAC at Titusville MDJ office in the amount of \$279.00 per quarter or a total of \$1,116. Mr. Soff seconded and the motion carried.

Item 15.B from the agenda was removed per Heidi Shiderly.

Mr. Soff made a motion to approve payments for General Operations in the amount of \$40,850.00:

- CC Convention and Visitors Bureau for 2019 budget allocation – Recreation ~ \$3,000.00
- CC Drug & Alcohol Executive Commission for Human Services Block Grant Match for July thru December 2018 – Human Services ~ \$8,554.62
- CC Drug & Alcohol Executive Commission for county match for July thru December 2018 – Drug & Alcohol ~ \$7,976.12
- Northwest Commission for 2019 county dues – Commissioners ~ \$5,512.00
- Social Security Administration for reimbursement due SSA for advance monies – CYS ~ \$2,253.16
- CC General Fund for reimbursement for expenses 10/1/thru 12/31/18 – CYS ~ \$11,909.40
- Social Security Administration for return of overpayment – CYS ~ \$1,654.70

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify payments for the General Operations in the amount of \$672,046.37:

- Crown Benefits Administration for week ending 1/11/19 – Various ~ \$498.07
- Crown Benefits Administration for week ending 1/18/19– Various ~ (\$391.23)
- PCHIP for health insurance – estimated premiums and claims – February 2019 – Self Funded Health Insurance ~ \$649,055.10
- PA Chiefs of Police Association for Livescan maintenance fee – Commissioners ~ \$3,400.00
- McKesson for 2 whirlpool tubs – Care Center Funded Depreciation ~ \$15,142.60
- Government Software Solutions for printing & postage – return & Claim statement – Tax Claim ~ \$4,448.67

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify Planning's 2018 Emergency Solutions Grant contract with the PA DCED (Department of Community & Economic Development) to be managed by the CHAPS (Crawford County Mental Health Awareness Program) who provide rental assistance. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Planning's reimbursement to CHAPS for the 2017 ESG (Environmental, Social & Governance) for December 2018 expenses in the amount of \$5,311.48. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve Planning's reimbursement to CHAPS for the 2017 Shelter + Care for December 2018 expenses in the amount of \$14,563.26. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract awards for the Personal Care Boarding Home to the following:

- Microbac Labs for asbestos material survey work in the amount of \$3,505.00, quoted 1/18/19.
- Stantec Architectural for CAD drawing preparation work in the amount of \$9,000.00, quoted 2/1/19.

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the contract award to Microbac Labs for an asbestos material survey work for the Courthouse Renovation Project in the amount of \$3,640.00, quoted 9/28/18.

Item 19.A was removed from the agenda per Chris Soff.

Mr. Soff made a motion to approve the 3-year management contract with Affinity Health Systems for the Care Center, with the current administrator MarJo Webster resigning. Mr. Amato seconded and the motion carried.

Item 20.A was removed from the agenda per Mark Phelan.

Mr. Soff made a motion to approve the payment to the EADS Group for FBIP #19, Est. #4, in the amount of \$45,724.14; paid by liquid fuels funds.

Mr. Weiderspahn made a motion to approve the appointment of John Christopher Soff as the COG Delegate, and John Amato as the Alternate selection. 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/Payroll (list to be attached to the minutes). Mr. Amato seconded and the motion carried.

Mr. Weiderspahn stated the Courthouse will be closed Monday, February 18, 2019 for President's Day.

There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded at 10:25 AM and the meeting was adjourned.


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	Avanco International, Inc. AFCARS 2019 Upgrade		\$2,660.62 total	n/a	\$601.30 total	18/19
2	HSBG I&E Report for FY 17/18 - Revision 1 HSBG I&E Report for FY 17/18 - Revision 1	Annual Report	n/a	n/a	\$236,905.00 total	17/18
3	PCCD Grant Safe and Resilient Titusville	Application	n/a	n/a	\$0.00 total	18/19 - 20/21
4	Purchase Requisition Dell, Inc. (Laptop for K. Winters)	P.R.	\$1,561.00 total	n/a	\$83.34 total	18/19
5	Purchase Requisition Dell, Inc. (Laptop for P. Beebe)	P.R.	\$1,561.00 total	n/a	\$78.05 total	18/19
CYS CONTRACTS FY 18/19						
6	Adelphoi Village, Inc. Enhanced Supervision Secure	Amendment F-1	\$295.68/day \$335.60/day	\$280.64/day \$0.00/day	\$29.81/day \$134.24/day	18/19
7	Family Care for Children and Youth, Inc. Foster Care Level CA: Crawford Age 3-21 Foster Care Level CB: Crawford Age 0-3 Foster Care Level CC: Crawford Mother with Dependent Infant (Age 11-21) Foster Care Level CD: Crawford Dependent Infant with Mother (Age 0-3) Foster Care Level CE: Crawford Mother with Non-Dependent Infant (Age 11-21) Foster Care Level FA: FBS Age 3-21 Foster Care Level FB: FBS Age 0-3 Foster Care Level FC: FBS Mother with Dependent Infant (Age 11-21) Foster Care Level FD: FBS Dependent Infant with Mother (Age 0-3) Foster Care Level FE: FBS Mother with Non-Dependent Infant (Age 11-21)	Contract	\$51.72/day \$45.26/day \$51.72/day \$28.10/day \$79.82/day \$68.43/day \$59.87/day \$68.43/day \$36.36/day	\$51.70/day \$45.24/day \$51.70/day \$28.09/day \$79.78/day \$68.39/day \$59.84/day \$68.39/day \$36.34/day	\$4.94/day \$4.32/day \$4.94/day \$2.68/day \$7.63/day \$6.54/day \$5.72/day \$6.54/day \$3.47/day	18/19
8	George Junior Republic in Pennsylvania Crisis Intervention Unit Drug & Alcohol Drug & Alcohol M.A. Diagnostic Intensive Supervision Unit Regular Residential Shelter Care Special Needs M.A. Special Needs	Contract	\$197.94/day \$166.12/day \$73.74/day \$225.59/day \$310.66/day \$160.79/day \$162.26/day \$114.39/day \$255.46/day	\$172.14/day \$115.53/day \$72.98/day \$179.61/day \$257.75/day \$127.40/day \$141.47/day \$99.42/day \$206.74/day	\$21.60/day \$21.15/day \$7.12/day \$26.35/day \$35.20/day \$18.84/day \$8.83/day \$12.49/day \$58.98/day	18/19

\$6.33/15 min n/a \$0.34/15 min

2/6/2019

Legend:

Rate = Increased From Prior Fiscal Year

Rate = Same As Prior Fiscal Year

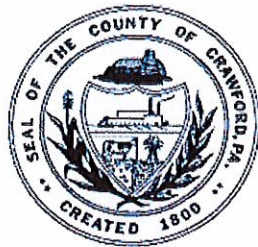
Rate = Decreased From Prior Fiscal Year

Rate = Adjusting to Actuals

Rate = New Program

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

Crawford



County

Francis F. Weiderspahn, Jr
Chairman
John M. Amato
Vice-Chairman
John Christopher Soff
Secretary/Treasurer

Commissioners Office

903 Diamond Park
Courthouse
Meadville, Pennsylvania 16335

Gina Chatfield
Chief Clerk
Keith A. Button
Solicitor

RESOLUTION # 1-2019

A RESOLUTION TO INCREASE THE COST OF THE PRELIMINARY ENGINEERING BY \$35,000 AND USE THE REMAINING COST PREVIOUSLY APPROVED FOR PART 1 ON THE WIGHTMAN ROAD BRIDGE OVER CONNNEAUT OUTLET.

WHEREAS, the County of Crawford, wishes to enter into a reimbursement agreement with the Commonwealth of Pennsylvania acting through the Department of Transportation, for the purpose of performing the preliminary engineering work for the rehabilitation of the Wightman Road Bridge over Conneaut Outlet located in Fairfield Township; and

WHEREAS, the agreement is identified as Agreement No. R18010006. Total costs of the project are not available at this time. Estimated Engineering cost will be \$48,389.71 from Federal funds; \$9,073.07 of State Funds; \$3,024.36 for County funds representing 5% of the total engineering costs.

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners is hereby designated to execute all documents pertaining to the Wightman Road Bridge over Conneaut Outlet on behalf of the Crawford County Commissioners.

ADOPTED THIS 13TH DAY OF FEBRUARY 2019.

CRAWFORD COUNTY COMMISSIONERS



Francis F. Weiderspahn, Jr., Chairman

John M. Amato, Vice-Chairman

John Christopher Soff, Secretary/Treasurer

ATTEST:

Gina Chatfield, Chief Clerk

Requests of New Hires and Employee Transfers

February 13th 2019

Judicial Center Building & Grounds

The Emergency New Hire Sierra L. Petergal, Per Diem Custodian, replacing Cheryl G. Ross, effective 02/11/2019.

Clerk of Courts

The Emergency New Hire Brittany M. Waid, Full Time Clerk Typist I, replacing Rachel Brabender, effective 02/11/2019.

District Attorney

The Emergency Transfer Brenda Gray Full Time Legal Secretary, transferring from Full Time Law Enforcement Coordinator, replacing Amanda Boga, effective 02/11/2019.

Correctional Facility

The Emergency New Hire Dane Barker, Per Diem Correctional Officer, adding to list, effective 02/04/2019.

The Emergency New Hire Joyce Harvey, Per Diem Correctional Officer, adding to list, effective 02/04/2019.

The Emergency New Hire Macy Morris, Per Diem Correctional Officer, adding to list, effective 02/04/2019.

The Emergency New Hire Dustin Smith, Per Diem Correctional Officer, adding to list, effective 02/04/2019.

The Emergency New Hire Keith Winiecke, Per Diem Correctional Officer, adding to list, effective 02/04/2019.

Human Service – CYS

The New Hire Larry Pugel, Full Time Caseworker II (Intake Substitute) replacing Heather Gerard, effective 02/19/2019.

The Transfer of Lorrene Wagner, Full Time Caseworker II (Ongoing Permanent), from Ongoing Substitute, replacing Kim Foinash, effective 02/19/2019.

The Transfer of Michelle Miller, Full Time Caseworker II (Ongoing Permanent) from Ongoing Substitute, replacing Alex Loose, effective 02/19/2019.

The Transfer of Alyssa Polakoff, Full Time Caseworker II (Ongoing Permanent), from Caseworker II (Intake Substitute) original position, effective 03/04/2019.

Care Center

The Emergency New Hire Tara Ransom, Per Diem Nutrition Aide, replacing Garrett Long, effective 02/04/2019.

The Emergency New Hire Dyanna Holeva, Per Diem Nutrition Aide, replacing Tara Ransom (no show), effective 02/04/2019, as set at the 01/10/2018.

The Emergency New Hire Staci Porter, Per Diem CNA, replacing Christina Coe, effective 02/04/2019.

The New Hire Misty Phillips, Per Diem LPN, replacing Samantha Greenawalt, effective 02/19/2019.

The Transfer of Christen Williams, Full Time CNA, from Per Diem CNA replacing Alex Sheriff, effective 02/18/2019.

The Transfer of Brittany Webster, Full Time CNA, from Per Diem CNA, replacing Stevie Rae Luciano, effective 02/18/2019.