

The Crawford County Board of Commissioners met on Wednesday, November 27, 2019, for a regular meeting, with the following present:

Francis F. Weiderspahn, Jr.	Chairman
John Christopher Soff	Commissioner
John M. Amato	Commissioner
Christine Krzysiak	Treasurer
Kristen Baker	Secretary
Keith Button	Solicitor
Stephanie Franz	CFO
Brittany Johnston	HR
Heidi Shiderly	Court Administrator
Zach Norwood	Planning Director
Thomas Gilbertson	Planning
Jen Bradley	Crawford County Care Center
Gail Kelly	Human Services
Kevin Nicholson	Public Safety
Brian Noah	Project Manager
Tim Kelley	IT
Jodie Baldini	Point Security
Eric Henry	Citizen
Mike Crowley	Tribune

The meeting resumed recess from November 20, 2019 at 9:32AM.

A. Finance:

- Presenting for your review the 2020 Preliminary budget. Total Revenues are \$73,896,300 and total Expenses are \$74,020,460. This leaves us with a \$124,160 deficit. Over the next few weeks, the Finance department will continue to work on the budget to bring it into balance before it is adopted. This will be accomplished without a tax increase.

Mr. Soff then added that he would like to thank all of the departments and elected county officials for everything they have done through the process of working on the budget. Also, thanking Stephanie and Denise for everything they've done and putting countless hours towards the budget and working so hard on it.

There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Amato seconded at 9:35 AM and the meeting was adjourned.

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 November 13, 2019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on November 20, 2019. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,181,932.96 for the period ending November 26, 2019. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions.

Public Comment:

None

Official Business:

Mr. Soff made a motion to ratify the Data Entry Clerk per-diem position, part time till 2020. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the request to sign contract with Interim Hospice. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the request to pay for Medication Cart Upgrade to fulfill contract with Vantage in the amount of \$3,786.43. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the request to purchase Electric Dryer in the amount of \$548.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual CADLink Support with IN-SYNCH Systems in the amount of \$1,199.90. Paid with Act 17 Funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the Purchase requisition Dell, Inc. for the purchase of 5 Dell latitude 2 in 1 computer for CYS to replace outdated surface computers and computers that had screen separations. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 19/20 HSDF contract with the Center for Family Services for the funds to support the county food Pantry. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS contract with Family Care for Children and Youth, Inc. for various levels of foster care. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 Professional Contract with Sugar Valley Lodge, Inc. for the cost for 274 days of care in this personal care boarding home for an individual discharging from a state hospital. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the FY 19/20 CYS-JPO contract with Pathways Adolescent Center, Inc. for the delivery of shelter services, transitional living services, and group home services. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the FY 19/20 CYS Contract with Tradewinds Counseling Services, LLC. for counseling, assessments, risk evaluations, polygraphs, etc. This provider is located in Edinboro, PA. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the FY 19/20 MH/ID Contract with United Community Independence Programs, Inc. for the delivery of in-home and community supports, behavior supports, and support in a medical environment. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2019-2020 Juvenile Probation Services Grant in the amount of \$118,070.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the automatic renewal of Web Service Security Certificates through GoDaddy.com. The cost was \$699.98 and is good for 2-years. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice for \$12,246.00 – Guzik Concrete & Masonry – this is for the Courthouse Waterproofing Project. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the invoice for \$918.80 – Scobell Co Inc. – this is for normal maintenance on the boilers. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Perry’s Change Order Request in the amount of \$255.00 for toilet accessories in the shower rooms. It was the intent to reuse the existing accessories, but there were not enough existing accessories to meet the requirements. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Windstream’s November invoice in the amount of \$160.61. This amount will be reimbursed by Perry construction Group. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the reimbursement to Hydetown Borough for their Act 13 emergency repair of Patterson Bridge in the amount of \$16,102.50. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the reimbursement to Bloomfield Township for their Act 13 Senyo Property Public Park project in the amount of \$3,895.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Vernon Township CDBG Paving Application for payment invoice from Lindy Paving Company in the amount of \$217,374.42. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Adoption of the 2019 Crawford County Housing Plan for inclusion as part of Crawford County’s Comprehensive Plan. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ordinance re-establishing and defining the Crawford County Planning Commission and Planning Office under the Municipalities Planning Code. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the appointment of three individuals, by resolution, to the Crawford County Planning Commission. These appointments will fill terms expiring on December 31, 2019.

- Ron Mattocks (January 1, 2020 – December 31, 2023)
- Scott Sjolander (January 1, 2020 – December 31, 2023)
- Peter Zimmer (January 1, 2020 – December 31, 2023)

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the renewal of Adobe Cloud software license in the amount of \$635.87. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the 5-year LERTA to Adams Place Associates, LP for a 39-unit affordable housing complex in Cochranon Borough. Mr. Soff seconded and the motion carried.

Mr. Amato made the motion to approve the payment of the Campbell, Durrant & Beatty invoice #67228 in the amount of \$9,661.60 for special labor counsel. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payments for General Operations (total amount \$99,612.83):

- Saegertown Borough ~ \$1,338.50
- Meadville Plate Glass ~ \$580.00
- Howick Motors ~ \$1,223.56
- Vigilnet ~ \$2,820.00
- PCorP ~ \$1,053.00
- PCorP ~ \$1,003.89
- PCorP ~ \$4,983.50
- PCorP ~ \$81,817.00
- Cressman-Erde-Ferguson ~ \$2,750.00
- Titusville Herald ~ \$1,201.50
- Witmer Public Safety Group ~ \$841.88

Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the 2020 Preliminary budget. Total Revenues are \$73,896,300 and total Expenses are \$74,020,460. This leaves us with a \$124,160 deficit. Over the next few weeks, the Finance department will continue to work on the budget to bring it into balance before it is adopted. This will be accomplished without a tax increase. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the Travel request for Francis Weiderspahn and Eric Henry to attend the 2019 CCAP Newly Elected Officials Workshop and CCAP Fall Conference, in Hershey, PA. In the amount of \$1,740.86. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the authorization to submit a letter of contact termination to Army Corp. of Engineers for Lease of Woodcock Lake Park. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the New Hires/ Transfers detailed in the attached list from Human Resources/ Payroll. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn also indicated how Eric Henry and himself went to the CCAP Conference in Hershey over the weekend. And CCAP gave him a certificate for Commissioner Amato thanking him for his four years of service as a commissioner.

There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded at 9:54 AM and the meeting was adjourned.

Francis F. Weiderspahn, Jr., Chairman

John Christopher Soff, Commissioner

John Amato, Commissioner