

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

Francis F. Weiderspahn, Jr.	Chairman
John Christopher Soff	Commissioner
Kelsey Zimmerman	Deputy Treasurer
Kristen Baker	Secretary
Keith Button	Solicitor
Stephanie Franz	CFO
Heidi Shiderly	Court Administrator
Zach Norwood	Planning
Mark Phelan	County Maintenance
Jen Bradley	Crawford County Care Center
Jack Greenfield	Crawford County Correctional Facility
Sue Watkins	Human Services
Kathie Roae	Auditor
Kevin Nicholson	Public Safety
Carla Smith	Domestic Relations
Tracey Crawford	Crawford County Conservation District
John Swick	Crawford County Hospital Authority
Wes Rowden	Public Defender's
Tim Kelley	IT
Jodie Baldini	Point Security
Eric Henry	Citizen
Kevin Tommaney	Armstrong
Keith Gushard	Tribune

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

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

Mr. Soff made a motion to approve the minutes from the work session on November 7, 2019. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$4,215,720.62 for the period ending November 12, 2019. Mr. Weiderspahn 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 to send Greg Beveridge and Dan Bresee to Coroner's Basic education Course, including hotel and meal expenses totaling \$4652.60. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the reappointment of Scott Preston, Richard Rendulic and Dennis Hindman to the Crawford County Agricultural Land Preservation Board as farmer board

members; effective January 1, 2020 to December 31, 2022 (3 years). Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the reappointment of George Greig as a Farmer Director and Amber Heil as an Urban Director to the Crawford County Conservation District Board; effective January 1, 2020 to December 31, 2023 (4 years). Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the reappointment of Dean R. Fair to the Crawford County Hospital Authority. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve ratify the creation of an Administrative Captain's Position, that will replace the Training Coordinator starting November 4, 2019. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the annual Evaluation of Body Scanner, in the amount of \$1,300.00 which is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 10 hand held radios, in the amount of \$7,967.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase from L.B. Water for meters and valves for the Crawford County Care Center for \$ 4,688.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Point Click Care Transition for pharmacy Integration in the amount of \$2500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Reserved Parking Rental Agreement from the City of Meadville for 24 spots at \$35.00 for a total of \$840.00 per month. Cost to the County is \$285.60 after FFP. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a 100-Watt Repeater for the Titusville Radio Project for \$15,814.00, which will be taken out of the Act 17 Fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Control Point for the Titusville Radio Project for \$5,448.00., which will be taken out of the Act 17 Fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 2020 Maintenance Agreement with Eaton Corporation for DPS UPS for \$4,588.50, which will be taken out of the Act 17 Fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the agreement with Crown Castle for Tower Rental, which will be a 7-year lease. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 2020 Maintenance with Breathing Air Systems for \$1,460.00, which is being paid for out of tier 2 funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 18/19 Early Intervention Income and Expense report. The EI total expenses for the year were \$711,407.28. The total cost to the county for the EI program was \$64,858.52. The county share is approximately \$4,000 less than last year due to a reduction in indirect costs charges to the program. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the grant application extension for the Child Advocacy Center. The grant will cover the period of January 1, 2019 to April 30, 2020. The total grant amount requested is \$30,000. This is all state funds with no county match. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Center for Family Services for the County Food Pantry. Total amount of requisition - \$7,404.00. Cost to the county - \$395.29. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Crawford County Drug and Alcohol Executive Commission – for reimbursement for the Hidden in Plain Sight trailer event. Total Cost - \$1,000 paid with SOC grant funds. NO cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc. for the purchase of 2 computers for 2 new CYS hires. (Mattocks and Donahue). Total cost - \$3036.00. Cost to the county - \$698.28. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc. for the purchase of 2 computers for 2 new CYS hires. (Buhler and new hire). Total cost - \$3036.00. Cost to the county - \$698.28. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 19/20 CYS/JPO contract with Adelphoi Village, Inc. for the delivery of Foster Care and Shelter services. Foster care and shelter rate costs to the county range from \$7.34 per day to \$51.48 per day. The cost to the county for a diagnostic evaluation is \$546.00 per evaluation. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS Contract with Adoption Connection, PA for the delivery of foster care. This provider is located in Beaver PA. the daily cost to the county for their foster care program is \$6.79. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS contract with Cornell Abraxas Group, Inc. The average length of stay is 30 days to six months, depending on the youth's progress. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS contract with Family Services of Northwestern PA. They provide various levels of foster care with the cost to the county ranging in price from \$1.75 per day to \$9.72 per day. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS contract with George Junior Republic in PA. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made the motion to approve the FY 19/20 CYS Contract with Keystone Adolescent Center, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 JPO contract with Mid Atlantic Youth Corp. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS contract with Perseus House, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 JPO contract with White Deer Run, LLC. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 Professional Contract with Crawford County Consumer Satisfaction Team. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 Professional Contract with Sonja Eckstrom. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the remaining 12 contracts have the same service rates as last year and are for the same services:

- FY 19/20 CYS/JPO Contract with Bethany Christian Services of Western PA for the delivery of Foster Care Services.
- 19/20 CYS/JPO contract with Blended Spirits Ranch Equine Assisted Therapy Center for the delivery of Equine-Assisted Therapy.
- FY 19/20 CYS/JPO contract with Counseling and Assessment Services for the delivery of assessments, testing, evaluations, court testimony and court prep.
- FY 19/20 CYS/JPO contract with Crossroads Group Homes and Services, Inc. for group Home services for boys and girls. This provider is located in Farrell, PA.
- FY 19/20 CYS/JPO Contract with Family Development Services for the delivery of In-Home Parenting, Anger Management, and In-Home Counseling.
- FY 19/20 CYS/JPO contract with Harborcreek Youth Services for the delivery of a residential based delinquent dependent service called Liberty House.
- FY 19/20 CYS contract with Lisa Pierro for delivery of services related to the Child Interview Center.
- FY 19/20 CYS/JPO contract with Merakey Pennsylvania for the delivery of Foster Care services. Merakey's main office is located in Harrisburg, PA.
- FY 19/20 CYS/JPO contract with The Children's Home of Pittsburgh for the delivery of foster Care services.
- FY 19/20 Professional contract with Counseling and Assessment Services for the delivery of various testing and counseling services. We contracted with this provider last year but we did not utilize their services as the children referred had other insurance that covered the cost of services.
- FY 19/20 Professional contract with Crawford Central School District for the delivery of school-based prevention services.
- FY 19/20 Professional contract with Walter J. Miller for the delivery of constable services.

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the 36-month renewal of Sophos Firewall maintenance for Veterans Services Office. Renewal cost is \$1,549.00 but a preferred customer discount of \$278.82 is provided so final cost to the county is \$1,270.18. This is being renewed through Candoris. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the renewal of the annual database Consulting Support Services with USIT starting 1 January 2020 through 31 December 2020. We reduced this agreement from a not to exceed value of \$20,000 to \$10,000 for 2020 and added support for Microsoft SQL databases at a cost of \$120 per hour since they now provide support for it and most of our databases use this software. The cost per hour of their Oracle support remains \$165 per hour. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the procurement and installation of 2 Workstations for the Correctional Facility Security Camera System. Total cost is \$4,535.00 which is less than what was approved for Mobilcom before they terminated their support for the system. The systems will be procured and installed by Horizon. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify work done by Avanco International to get the HS Fiscal module of ICAMs moved from a Windows Server 2008 to a new 2016 Windows Server. This was required to be completed prior to January 14th, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Act 13 grant to Clear Lake Authority for the Erie to Pittsburgh Trail bridge inspection on Sportmans Bridge in an amount not to exceed \$5,000.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the reimbursement to the City of Meadville for their Act 13 Cora Clark Park project in the amount of \$9,000.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the reimbursement to French Creek Recreational Trails, Inc. for their Act 13 trail project in the amount of \$20,085.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the 2019 October Invoice from CHAPS for 2018 ESG Program in the amount of \$11,023.76. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the authorization to submit and for approval of required plans by resolution for the 2019 Community Development Block Grant (CDBG) application including:

- 2019 General Application
- 2019 3-year Community Development Plan
- 2019 Minority Owned & Women Owned Business Plan
- 2019 Section 3 Plan
- 2019 Four Factor Analysis
- 2019 Language Access Plan
- 2019 Citizen Complain Process

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion ratify an invoice for \$ 141,347.11 – Shingledecker’s Welding Inc. – Rehab of Bridge # 41- Craig Rd - paid out of Liquid Fuels Fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of parts for \$ 1,213.93 – R.E. Michel Company, LLC – boiler repair parts for QLC. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify an invoice for renovation in new Public Defender’s Office – \$ 1,919.10.

- City of Meadville – bag meters for move - \$60.00.
- Foulk’s Flooring America-carpet installation - \$1,859.10.

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve to pay Roy C. Deeter invoices for \$ 12,372.29 for replacing condensate tank in boiler room and a spare pump – part of Building Project. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve:

- A. Parking Lots # 2 & # 3
 - Approve invoices in the amount of \$ \$4,275.00 credit.
- B. Crawford County Correctional Facility:
 - Approve payment of retention to Farrell Roofing for the completion of the sidewalk repairs in the amount of \$3,000.00.
- C. Personal Care Boarding Home:
 - Approve invoices in the amount of \$568,693.28.

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of the Campbell, Durrant & Beatty invoice # 66999 in the amount of \$12,384.90 for special labor counsel. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the contract for Fish and Boat Commission for the Fishing License Issuing Agent Agreement. This is due to the update to the PALS (PA Licensing System upgrade for 2020. Keith Button has already reviewed this contract.) Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the ratification for the contract with Fairfield Computer System, LLC for use of the Online Dog Licensing System. This will replace our current dog licensing system due to the problems with printing that now requires a new server to be used at a substantial cost to the County. This new contract will have a \$750.00 Setup Fee. The monthly fee will be \$200.00 and is waived for the first 18 months. That will be a saving of \$350.00 per month plus the additional server fee. After 18 months, the saving will be \$150.00 monthly. Keith Button has already reviewed and made changes to this contract. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the payments for General Operations (total amount \$3,570,000.64):

- CVEIDA ~ \$1,500.00
- Aristocat ~ 600.00
- Crawford County Human Services ~ \$189,002.16
- AssuredPartners of Pennsylvania, LLC ~ \$1,638.00
- County Employees Retirement Fund ~ \$2,600,745.00
- Pennsylvania Unemployment Compensation Fund ~ \$45,461.09
- Social Security Administration ~ \$9,338.29
- Sammartino, Stout & Lo Presti ~ \$3,500.00
- Erie Bank ~ \$292,043.87
- Erie Bank ~ \$421,488.47
- Witmer Public Safety Group ~ \$1,683.76
- Pitney Bowes ~ \$3,000.00

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify payments for General Operations (total amount \$607,928.68):

- PCHIPC ~ \$607,668.58
- Dejon Young & David Nicewonger ~ \$260.10

Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the posting of a notice at courthouse soliciting offers for 2009 Dodge Charger for minimum bid of \$1,853.00, pursuant to Section 1805(a) of the County Code. Mr. Weiderspahn 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.

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

Francis F. Weiderspahn, Jr., Chairman

John Christopher Soff, Commissioner

ABSENT

John Amato, Commissioner