

The Crawford County Board of Commissioners met on Wednesday, February 12, 2020, for a regular meeting, with the following present:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis F. Weiderspahn Jr	Commissioner
Kristen Baker	Secretary
Christine Krzysiak	County Treasurer
Keith Button	County Solicitor
Stephanie Franz	CFO
Heidi Shiderly	Court Administrator
Gail Kelly	Human Services Director
Jack Greenfield	CCCCF
John Boeckman	JPO
Kenny Johnston	Vantage
Travis Palmer	Mobilcom
Diana Perry	Auditor
Kathie Roae	Auditor
Patti Wetherbee	Clerk of Courts
Barb Smith	CCCC
Dave Powers	County Sheriff
Joe Galbo	Assessment
Emmy Arnett	Prothonotary
Kevin Nicholson	Public Safety Director
Brian Noah	Project Manager
Tim Brown	IT Director
Mark Phelan	County Maintenance Deputy Director
Zach Norwood	Planning Director
Keith Gushard	Meadville Tribune
Jeff Brooks	Public
Stephen Wilson	Point Security

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 January 22, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on February 5, 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$4,000,581.73 for the period ending February 11, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry announced there was an executive session:
Tuesday, February 4, 2020 - Personnel

Public Comment:

None

Official Business:

Mr. Weiderspahn made a motion to approve the 79 Smoke detector replacement in the amount of \$14,962.00, as required by Title 37 and PA DOC inspection. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve L W Consulting, Inc. contract to assist with Medicare and Medicaid cost report preparation services in the amount of \$4,500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the renewal of the Vantage Home Medical Equipment contract. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for the purchase of one InSinkErator- commercial disposal, to replace a broken one that is unrepairable in the amount of \$1,242.00 from Direct Supply. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from WM T Spaeder in the amount of \$1,321.95 for extra parts needed for the Pit B Meter replacement project. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Countysuite: Civil Court Yearly Maintenance Fee (2020) Teleosoft Inc. in the amount of \$15,189.00. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Association Membership Dues for Register of Wills & Clerks of Orphans' Court in the amount of \$625.00 for the period January, 1 2020 thru December 31, 2020 and dues for the PA State Association of Prothonotaries & Clerk of Courts (PAPCC) in the amount of \$625.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase 2020 Ford F-150 Super Crew XL Pickup truck priced at \$29,523.00. Vehicle is needed to replace existing 2006 GMC Savana van used for Juvenile Probation Community Service Program. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 1 custom Brightshow digital media player and adaptor/power supply for jury assembly room screens from Signarama Monroeville at a cost of \$823.10. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve MOU with Summit Twp. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification agreement with PEMA for Weavertown Environmental Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Emergency Management Performance Grant Application in the amount of \$103,296. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the License Renewal for Security Cameras MOBILCOM in the amount of \$844.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of 20 Gas Meters through HMRF Grant. \$18,580.00 Witmer Public Safety Group. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services Block grant Report for FY 18/19. We are permitted to retain 5% in revenue at year end if not needed for the year. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MOU and transportation plan between Jamestown Area School District and Crawford County Children and Youth Services. This agreement ensures CYS and Jamestown School District collaborate on transportation plan for foster children who may be placed outside of their home school district but it is deemed appropriate for them to continue to attend school in their home district. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Creation of a BCM position – Boundary Spanner. This position will be funded with Healthchoices reinvestment funds and there will be no county match. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 4. Reclassify Fiscal Technician position to a Staff Accountant 1 per civil service approved job description. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to RATIFY the creation of a temporary Attorney position for 25 hours per week to Provide partial coverage during attorney Maternity leave. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Purchase requisition – CDW-G for Data cabinet and Smart Rack mount for the CYS space renovation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase requisition – Leonard's Auto Service and Towing – repairs to 2012 Ford Fusion in order to pass inspection. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve 8.2020 Pennsylvania Association of County Administrators annual dues. Total cost – \$5,480.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2020 Pennsylvania Children and Youth Administrators annual dues. Total cost - \$2,852.27. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to RATIFY – Purchase Requisition = Ad Specialty Solutions – office cubicles. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 10. FY 19-20 Mid-Atlantic Youth Services Corp. Juvenile Probation Contract amendment. This amendment is adding 2 new services – Intensive Open Specialized Treatment Program (IOSTP) and Secured Detention services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the FY 19/20 CYS Contract with Pressley Ridge. This is the same service we contracted for last year and at the same rates. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS Professional Contract with Shafer Law Firm. This contract is for attorney services to be provided by Elizabeth Spadafore for the temporary coverage on involuntary terminations, appeals and court overflow while one of our attorneys is on maternity leave. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the a real estate tax refund for John J. Peterson #43-0-104219 owner/parcel due to a clerical error on the part of the Assessment Office. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2019 Catastrophic Losses for 2020:

- Miller – Cambridge Springs: Fire \$30,350.00 – Refund: \$424.37
- Cobel – Linesville: Fire \$16,200.00 – Refund: \$216.32
- Bossard – West Mead Township: Fire 13,150.00 – Refund: \$178.56
- Hostetler – Randolph: Fire \$26,000.00 – Refund: \$431.28
- Payer – Sparta: Fire \$1,000.00 – Refund: \$9.20 – Structure Replaced.

Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the adoption of the 2020 Assessment and Per Capita rolls at their earliest possibility. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification of Crawford County Timber Sale Addendum. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the reimbursement to CHAPS for their December 2019 invoice with the 2020 Emergency Solutions Program:

- Rapid Rehousing Rental Assistance - \$2,703.00
- Rapid Rehousing Services - \$894.34
- Administration - \$111.71

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the resolution for signing authority delegation for Crawford County's Transportation Alternatives Set-aside Program reimbursement Grant to Francis F. Weiderspahn, Vice Chairman of the Board of Commissioners. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the resolution appointing Maria Anderson Dreese to the Northwest Commission's Transportation Advisory Committee (TAC) as representative of Crawford County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual Park Place Support Renewal due March 1, 2020 in the amount of \$1,538.65 for hardware support of server and storage devices. This includes the addition of a host PowerEdge Server. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of new network switch for Human Services from DES for the amount of \$6,772.80. This is needed now for the new construction. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual VMWare Support for the county's virtual environment from DELL EMC for the amount of \$7,895.12. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification of the Microsoft Enterprise Agreement through CDWG for Microsoft software licensing. \$98,602.44 is the 2nd of 3 payments on the agreement approved in 2019 and is due on 3/1/2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Crystal Reports 2016 for ITS to provide support and training on the software for county employees. This one-time purchase from CDWG for the amount of \$508.56 and is not part of the 2020 ITS Budget, but funds are available. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for the auto renewal of Adobe Creative Cloud Software per ITS Visa Card once a year for a cost of \$599.88, this software is critical in maintaining the county web site. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification to sign Otis Elevator Proposal for \$1,875.00, this is for the 5-year Full Load Safety Test on the Courthouse Elevator. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Personal Care Boarding Home invoices and costs, in the amount of \$20,413.18.3. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Public Defender's Office invoices in the amount of \$600.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the County Lots 2 & 3 invoices in the amount of \$3,674.64. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to City of Meadville in the amount of \$16,814.11. This is for the County share of City Treasurer Office wages for the Collection of Current taxes for the period of 7/01/2019-12/31/2019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to City of Meadville in the amount of \$1,550.48. This is for the County share of City Treasurer Office Postage/Mailing/Supplies for the Collection of Per Capita taxes for the period of 7/01/2019-12/31/2019. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to City of Meadville in the amount of \$1,088.87. This is for the County share of City Treasurer Office Postage/Mailing of 2nd Notices and costs of Collection of Current taxes for the period of 7/01/2019-12/31/2019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payments for General Operations (total amount \$278,371.36)

- BI Inc ~ \$3,328.60
- CCAP ~ \$14,990.00
- Active Aging ~ \$8,000.00
- Community Health Services ~ \$52,658.00
- County Treasurers' Association ~ \$625.00
- Sheriffs' Association of PA ~ \$700.00
- PennState Extension ~ \$72,500.00
- Stenograph ~ \$3,592.00
- Crawford County Bar Association ~ \$2,377.20
- Two River Benefits Consultants ~ \$1,485.00
- RE Michel Company ~ \$557.05
- Crawford County Drug & Alcohol ~ \$10,654.00
- Crawford County Drug & Alcohol ~ \$12,000.00
- Human Services Block Grant/ Early Intervention ~ \$51,091.51
- Crawford County Historical Society ~ \$2,000.00
- PA State Assn. of Prothonotaries & Clerk of Courts ~ \$625.00
- Crawford County Regional Airport Authority ~ \$40,000.00
- Monday.com ~ \$1,188.00

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payments for ratification (total amount \$665,414.98)

- PCHIPC ~ \$656,064.23
- City of Meadville ~ \$4,275.00
- US Corrections LLC ~ \$2,202.50
- US Corrections LLC ~ \$2,873.25

Mr. Soff 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 attached). Mr. Weiderspahn seconded and the motion carried.

There being no further items to address, Mr. Weiderspahn made a motion to adjourn at 9:56 AM. Mr. Soff seconded and the motion carried.

Eric Henry, Chairman

John Christopher Soff, Commissioner

Francis F. Weiderspahn, Jr., Commissioner