

The Crawford County Board of Commissioners met on Wednesday, September 23, 2020, for a regular meeting, with the following present:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis Weiderspahn	Commissioner
Gina Chatfield	Chief Clerk
Stephanie Franz	CFO
Christine Krzysiak	Treasurer
Jack Greenfield	CCCF
Beth Forbes	Register and Recorder
Tim Brown	IT
Heidi Shiderly	Court Admin
Zach Norwood	Planning
Francis Schultz	DA
Mark Phelan	County Maintenance
Joe Galbo	Assessment
Scott Schell	Coroner
Dave Powers	Sheriff
Brittany Johnston	HR
Brian Cagle	CCIDA
Jenny Tompkins	Planning
Samantha Travis	Planning
Tonya Moyer – via phone	CCCC
Gail Kelly – via phone	Human Services
Greg Beveridge	Public Safety
Keith Gushard	Meadville Tribune
Sydney Herdle	Titusville Herald
Kevin Tommey	Armstrong

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on September 9, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on September 16, 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,668,763.51 for the period ending September 22, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry announced there were no executive session.

Public Comment:

None

Official Business:

Mr. Weiderspahn made a motion to approve the appointment of three directors to the CCIDA Board.

- Francis Payne – reappointment
- Mary Ann Hewston – reappointment

- Susan Wycoff – new appointment

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification for the creation of the two Full-time 9-1-1 Telecommunicator positions, wages and benefits per the current SEIU collective bargaining agreement. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase and installation of a microwave link between the DPS Tower and the Fairgrounds Radio tower by Mobilcom at a cost of \$32,552.00. Wireless legacy funds will be used at no additional cost to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the for purchase of two 48 port Rack mount Zetron switch for the communications control room from Mobilcom at a cost of \$8,109.10. 2020 Interconnectivity funds will be used at no additional cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the upfitting of the MPV to FAME in the amount of approximately \$5988.20 for air conditioners, heating elements and awnings. Hazardous Materials monies will be used at no additional cost to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the upfitting of the MPV to Kolaja Fire Equipment in the amount of approximately \$17,399.47 for lighting, electronics, interior fabrication and similar work. Hazardous Material monies will be used at no additional cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the replacement of outside perimeter lighting with LED retrofit. This is a budgeted item in Capital Purchases 9201-00. Work to be completed by Cox and Kanyuck Electric, Meadville PA. Mr. Soff seconded and the motion carried.

Ms. Kelly presented the following contracts:

Other

- Mr. Soff made a motion to approve the - MATP Report for FY 19/20 - This report is for the fourth quarter period of 4/1/20 through 6/30/20. There is no County match on MATP funding. Mr. Weiderspahn seconded and the motion carried.

SOC Contracts FY 20/21

- Mr. Weiderspahn made a motion to approve the Regional Behavioral Consultants, Inc. - This contract is for the purchase and utilization of Data Reach Case Management Software and Assessment Tool. The total amount is for \$18,688. Mr. Soff seconded and the motion carried.
- TABELED: The Arc of Crawford County - This contract is for the reimbursement of wages, taxes and benefits for the Community Coordinator position which is shared between the Arc, CCHS/SOC and the Meadville Neighborhood Center. The reimbursement is for the period of 10/1/20 through 12/31/20, up to the amount of \$9000.

CYS/JP Contracts FY 20/21

- Mr. Soff made a motion to approve the - A Place for Hope, Healing, and Transformation, LLC - This contract is for therapy services provided by Cheryl Forero through A Place for Hope, Healing and Transformation. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Bethesda Lutheran Services - These are the same services that we contracted for in FY 19/20, with the exception of Foster Care Level NN, PRTF, and Petersen Foster Home*, which are new. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Lisa Pierro - This contract is for services provided by Lisa Pierro in the Forensic Interviewer position. The Forensic Interviewer is responsible for scheduling and conducting interviews of all reported alleged sexual abuses, requested physical abuses and other miscellaneous interviews of non-offending persons, such as a possible witness to the acts. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Parkside Psychological Associates, LLC - This contract is for services related to Trauma Assessment, Treatment and Training/Consultation through Parkside Psychological Associates. Treatment is provided through individual, family and/or group therapy sessions. Mr. Soff seconded and the motion carried.

MH/ID/EI Contracts FY 20/21

- Mr. Soff made a motion to approve the - Achievement Center – Amendment C-1 - The Family Based Mental Health – MA Billable State Match rate will increase from \$12.86/15 min to \$12.87/15 min on October 1st, 2020. This decrease does not affect the cost to the County. The contract maximum is remaining the same as well. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Erie Homes for Children and Adults, Inc. - This contract is for In-home and Community Support services (IHCS) and Support (Medical Environment). Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Family Services of NW PA – Amendment C-1 - The Family Based Mental Health – MA Billable State Match rate will increase from \$12.86/15 min to \$12.87/15 min on October 1st, 2020. This decrease does not affect the cost to the County. The contract maximum is remaining the same as well. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Merakey Pennsylvania - This contract is for a Long Term Structured Residence Program (LTSR) located in Chippewa, PA. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Supports, Inc. - This contract is for Admin fees, In-home and Community Support Services (IHCS), Adaptive Equipment/Appliances and Support (Medical Environment). Admin fees are an indirect service that assists individuals who receive

base funded services and/or their surrogates in the employment and management of employee related services and vendor services. Mr. Weiderspahn seconded and the motion carried.

- Mr. Weiderspahn made a motion to approve the - Touch-Stone Solutions, Inc. - This contract is for In-home and Community Support services (IHCS), Support (Medical Environment) and Community Participation Support (CPS). Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Youth Advocate Programs, Inc. - This contract is for In-home and Community Support services (IHCS), Companion Services, Support (Medical Environment), Respite, Habilitation and Chore/Homemaker. IHCS services are designed to assist individuals in acquiring, retaining and improving the self-help, socialization and adaptive skills necessary to reside successfully in home and community-based settings. Mr. Weiderspahn seconded and the motion carried.

Professional Contracts FY 20/21

- Mr. Weiderspahn made a motion to approve the - Eric J. Nikolaison - This contract is for Eric Nikolaison to execute constable transports for 302/304 (involuntary) mental health warrants. On rare occasions constable services are used to execute a 201 (voluntary) mental health transport. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Mill Run Apothecary, Inc. DBA Mill Run Community Pharmacy - This contract allows CCHS the ability to pay for an individual's medications until insurance can be activated. The time frame is limited to one month's supply of medications. Prior to using this contract, all other alternatives for medication payment are explored. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Parkside Psychological Associates, LLC - This contract is for services related to Trauma Assessment and Treatment for MH and ID individuals. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of two Standard Desktop computers in the amount of \$976.55 each and one MS Office 2019 in the amount of \$322.00 to replace two computers over 5 years old per the recommendation of Tim Brown, IT Director. Total amount for the purchase will be \$2,275.10. This is not a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for the purchase of two replacement computers in the amount of \$1,953.10. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of on year's file system supplies from AVAIL Business systems Inc. at a cost of \$2,014.20 for the MDJ Titusville Office. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for the travel request for out of State inmate transport estimated cost \$346.05.

- Meals for 2 deputies and 1 inmate = \$146.10
- Overnight stay = \$74.95
- Estimated Gasoline = \$125.00

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from the Courthouse Remodeling Project – New Auditor’s Office - \$2,000.00 – Foulk’s Flooring America. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification to purchase for Trumbell Industries, this is for touchless restrooms fixtures - \$10,774.70. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification to purchase Touchless Hand Sanitizers Dispensers & Stands - \$3,551.52. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to sign the attached retainer with the firm of Sammartino, Stout & Lo Presti for appraisal consulting services for the period of September 1, 2020 to August 31, 2021. These are same terms and conditions as the original agreement effective August, 1991. As in previous years, the annual retainer will remain the same at \$3,000. For the year beginning September 1, 2020, the billing rate will be \$200 per hour, and this rate will be credited against the retainer and if any overages occur, the same will be billed. Mr. Soff seconded and the motion carried. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Economic Progress Alliance of Crawford County Invoice for CDBG-CV underwriting services in the amount totaling \$2,640.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of Application for Payment #1 Invoice from Lindy Paving, Inc. for Vernon Township’s 2017 and 2018 Community Development Block Grant programs paving project in the amount totaling \$110,642.00. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the three Memorandum of Understandings contracts with Crawford County Mental Health Awareness Program, Inc. (CHAPS) to act as the “Responsible Entity” for the Environmental Review process for various Continuum of Care Program projects. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Memorandum of Understanding contract with Crawford County Coalition on Housing Needs, Inc. to act as the “Responsible Entity” for the Environmental Review process for a Continuum of Care Program project. Mr. Weiderspahn seconded and the motion carried.

M. Soff made a motion to approve the Small Business Assistance Grants of up to \$10,000.00 for the following businesses under the respective funding programs. Approval of CRBG business awards includes passages of a resolution awarding funds.

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

Eric Henry, Chairman

John Christopher Soff, Commissioner

Francis F. Weiderspahn, Jr., Commissioner