

The Crawford County Board of Commissioners met on Wednesday, September 9, 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	CCCCF
Zach Norwood	Planning
Tim Brown	IT
Holly Varndell	JPO
Trever Oates	APO
Patti Wetherbee	Clerk of Courts
Heidi Shiderly	Court Admin
Mark Phelan	Maintenance
Tonya Moyer	CCCC
Greg Beveridge	Public Safety
Gail Kelly – Via Phone	Human Services
Sydney Herdle	Titusville Herald
Keith Gushard	Meadville Tribune
Kevin Toomey	Armstrong

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on August 26, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on September 2, 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,504,226.04 for the period ending September 8, 2020. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry announced there were no executive session.

Public Comment:

None

Official Business:

Mr. Soff made a motion to approve the ratification for the purchase of COVID- PPE in the amount of \$6,000.00 from LECOM Regional Response. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for the purchase of COVID- PPE in the amount of \$16,021.00 from The Shamrock Companies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of two PTAC units in the total amount of \$1,543.98 from Direct Supply. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the rental of a puller kit for the washing machine in the amount of \$5,425.74 with an anticipated refund in the approximate amount of \$4,900.00 from PAC Industries. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 36 batteries and 3 chargers for the nurse carts in the amount of \$5,080.23 from CDW Government. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase for 5 computers to prepare for emergency shutdown. Monies will come from JCJC Training Grant. \$741.29/each and \$321.34 for 2019 Microsoft Office license per laptop. Total \$5,313.16. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$720.00 to Mobilcom for removal of all telecommunications equipment from the decommissioned mobile command center on July 29th. Funding for this project allotted from Haz-Mat funding no additional cost to the county. Mr. Beveridge presented a request for approval for the payment of \$1,460.00 to Priority Dispatch for two certification courses completed in November, 2019. Funding will come from the Wireless funds at no additional cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a CAD to WEB EOC interface for increased interoperability. Cost is \$14,400.00. This project will be paid for using 2020 Interconnectivity funds at no additional cost to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to send Kurt Dennis to Priority Dispatch Emergency Telecommunicator Instructor class in Elk County, September 28th – 30th at a cost of approximately \$997.10. Project will be paid for using Wireless funds at no additional cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the ratification for the purchase of Personal Protective Equipment from DeSantis Solutions in the amount of \$136,500.00. This project will be paid for using CARES act funding. Mr. Weiderspahn seconded and the motion carried.

Ms. Kelly presented the following contracts:

Other

- Mr. Soff made a motion to approve the - Aha, Process, Inc. Agreement for Consulting Services (Bridges out of Poverty Training on May 25<sup>th</sup>, 2021) - for delivery of “Bridges Out of Poverty” Training on May 25, 2021. “Bridges Out of Poverty” uses the lens of economic class and provides concrete tools and strategies for a community to prevent, reduce and alleviate poverty. Total cost is \$4,500.00 paid with federal Community Mental Health services Block grant funds. There is no cost to the county. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Payment to CYS (FY 19/20 4<sup>th</sup> Quarter Match) - for the county share of 19/20 4th quarter match for CYS

and JPO. Total amount due - \$418,167.53. Mr. Soff seconded and the motion carried.

- Mr. Soff made a motion to approve the - PCCD Grant – CAC/MDIT Child and Family Advocate for 1/1/21 – 12/31/21 - for the Child Advocacy Center (CAC). This grant will be used to fund the CAC advocate position, membership fees, and supplies related to the operations of the CAC. We have requested \$46,663.00. This grant does not require a county match. Cost to the county - \$0. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - RATIFY – Personnel – Create EI CW2 Position - The starting salary difference for 2020 is \$2.31/hour or an annual reduction of \$4,204.20. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - RATIFY – Personnel – Delete EI CW3 Position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following:

- Purchase Requisition – Leonard’s Auto Service & Towing (Vehicle #38 Repairs, Invoice #31116) - for vehicle repairs for vehicle to pass inspection. (rocker panels, breaks, rotors, undercoat, inspection). Total cost - \$1,914.87. Cost to the county - \$383.33.
- Purchase Requisition – Leonard’s Auto Service & Towing (Vehicle #38 Repairs, Invoice #31151) - for vehicle repairs for recommended maintenance - filters, thermostat, spark plugs, etc. Total cost - \$832.30. cost to the county - \$166.62.

Mr. Soff seconded and the motion carried.

#### CYS/JP Contracts FY 20/21

- Mr. Soff made a motion to approve the - Counseling and Assessment Services, LLC - for the delivery of various assessments and diagnostic testing. These are the same services provided at the same rates as last year. Mr. Weiderspahn seconded and the motion carried.

#### MH/ID/EI Contracts FY 20/21

- Mr. Weiderspahn made a motion to approve the - Human Services Center - for room and board costs at the Edgewood LTSR. This provider is located in New Castle, PA. Edgewood is an unlocked ten bed Long Term Structured Residential facility (LTSR) for adults. Stays range from 30 – 180 days. Daily R&B rate is \$24.00/day. Cost to the county - \$1.28/day. This is the same rate that we contracted for last year. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - The CARE Center, Inc. - for room and board costs at their Butler LTSR location. This LTSR is a structured setting for individuals who have demonstrated severe and persistent psychiatric disorders. Daily R&B rate is \$57.22/day. Cost to the county - \$3.05/day. This is the same rate that we contracted for last year. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - United Community Independence Programs, Inc. - for the delivery of In-home and Community supports, Behavior supports, Supports in a medical

environment, and Recreational and Leisure time activities. These are the same services we contracted for last year and paid at the same rates. Mr. Soff seconded and the motion carried.

- Mr. Soff made a motion to approve the - Vallonia Industries, Inc. - for the delivery of Community Participation Support, Support in a Medical Environment, Community Participation Support, and Transportation – Zone 1. These are the same services delivered at the same rates as last year. Mr. Weiderspahn seconded and the motion carried.

#### Professional Contracts FY 20/21

- Mr. Weiderspahn made a motion to approve the - Counseling and Assessment Services, LLC - for the delivery of various assessments and diagnostic testing. These are the same services contracted for last year and delivered at the same rates as last year. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Jill M. Kish - for the delivery of Student Assistance Program (SAP) services delivered in the schools. Total contract - \$50,553.96. Total cost to the county - \$2,715.96. This the same amount paid last year. Mr. Weiderspahn seconded and the motion carried.
- Mr. Weiderspahn made a motion to approve the - Watts & Pepicelli, PC - for the delivery of Legal services and mental health hearings. These are the same services delivered at the same rates as last year. Mr. Soff seconded and the motion carried.
- Mr. Soff made a motion to approve the - Woodbridge Counseling, LLC - for the delivery of Emergency Mobile Crisis Outreach and insurance reimbursement. These are the same services provided last year and delivered at the same rates. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of 3 Fujitsu Document Scanner in the amount of \$4,656.54. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification for a Software Support Contract Renewal with the Neutrino Group for one year of SmartCAT stenography software at a cost of \$645.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the ratification for a Multi-Year Print Agreement (MYPA) with LexisNexis for three years of print products which includes service subscriptions at 3% annual increase (usually 7-10%); non service subscription at 5%. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Sophos Network Firewall Protection from Candoris for \$8,416.36. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion the ratification for the Cooperation Agreement between Crawford County and Economic Progress Alliance of Crawford County for assisting with the Small Business Assistance Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice from the Courthouse Remodeling Project – New Auditor’s Office - \$12.02 – Weber Electric Supply Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion approve the ratification to hire Tower Engineering, Inc. – building assessment at Courthouse for new HVAC systems – not to exceed \$6,800.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from the EADS Group – this is for FBIP #20 – Estimate #7 (Federal Bridge Inspection Program) - \$44,301.00 – this will be paid with Liquid Fuels monies – 80% reimbursed by PennDOT. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice from the EADS Group – this is for Design work for the Rehab of Bridge #36 – Tobin Road - \$1,862.20 – this will be paid by Act 44 Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from the EADS Group – this is for Design work for the Rehab of Bridge #3 – Jerusalem Road - \$7,135.20 – this will be paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Crawford County Legal Journal in the amount of \$4,600.00 for the 2020 Tax Upset Sale Ad. This ad ran on 8/12/2020 and is required by statute. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to The Meadville Tribune in the amount of \$6,054.50 for the 2020 Tax Upset Sale Ad. This ad ran on 8/12/2020 and is required by statute. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Titusville Herald in the amount of \$4,956.50 for the 2020 Tax Upset Sale Ad. This ad ran on 8/12/2020 and is required by statute. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the ratification for the purchase of High-Speed Envelope Openers in the amount of \$2,397.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the increase for poll worker pay. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the General Operations invoices for approval in the total amount of \$492,155.55:

- Gryphon \$326,000.00
- Dell Marketing \$49,424.55
- CDW-G \$16,067.00
- PCoRP \$100,664.00

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Ratification invoices for approval in the total amount of \$1,109,280.48:

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|---------------|--------------|
| • PCHIP       | \$679,599.01 |
| • PNC Bank NA | \$429,681.47 |

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to reinstate Deputy Chief Clerk Title. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the new hires and transfers list. Mr. Weiderspahn seconded and the motion carried.

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

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Eric Henry, Chairman

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John Christopher Soff, Commissioner

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Francis F. Weiderspahn, Jr., Commissioner