

The Crawford County Board of Commissioners met on Wednesday, November 24, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacomio	Voters Services/IT
Jenny Tompkins	Planning
Heidi Shiderly	Court Admin
Mark Phelan	Maintenance
Gail Kelly	Human Services
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Chris Seeley	Auditor
Carla Szalewicz	Domestic Relations
Jack Greenfield	CCCF
Greg Beveridge	Public Safety
Trevor Oates	APO
Tracey Crawford	Conservation District
Brittany Johnston	HR
Ellie Donnell	HR Payroll
Sean Ray	Tribune

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the full meeting held on November 10, 2021.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on November 17, 2021.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,788,956.47 for the period ending November 23, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the amended agreement with Meadville Parking Authority of \$920.00 per month. This is paid with incentive funds, cost to the county is zero. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify of \$21,637.88 to Central Square Technologies for annual maintenance fee for CCCF's jail management system. Commissary Funding to be used. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to create one additional Full-time 911 Telecommunicator position for 2022. This is a budgeted item at no additional expense to the County. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Board recommendation for Cheryl Hamilton to fill the remainder of the vacant Board Member seat formerly held by Bill Good to represent the Eastern section of the County through December of 2025. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Board recommendation to re-appointment Adam Raney as a Board Member to represent the Western section of the County for a new five-year term through December of 2026. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2022 Bull Moose Marketing contract. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a copy of the first reading for proposed by-law changes. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of a laptop. This laptop replaces a laptop that was unable to be repaired and is no longer under warranty. The cost of the new laptop is \$1,018.24 per Scott Hatton from the Crawford County IT Department. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the re-appointment of Wendy Kedzierksi as an Urban Director to the Crawford County Conservation District Board of Directors. The appointment would be for a 4-year term to begin January 1, 2022 and continue through December 31, 2025. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the re-appointment of Richard Deiss as the Municipal Board Member. The appointment would be for a 3-year term to begin January 1, 2022 and continue through December 31, 2024. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the rebuild cost from Culligan Water for our water softener, in the amount of \$1,357.52 to be paid from Maintenance Outside Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a circulator pump from Direct Supply, in the amount of \$2,500 to be paid from Maintenance Minor Equipment. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a Hot Water Tank, from Direct Supply, in the amount of \$6,059.00 to be paid from Funded Depreciation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of fittings to install and repair active water leaks, from Direct Supply, in the amount of \$1,872.12 to be paid from maintenance supplies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to create 10 additional C.N.A. Per Diem positions (3618-031 - 3618-040). The creation is in anticipation of FT/PT staff members dropping down into Per Diem positions due to the vaccination mandating with anticipation of becoming vaccinated to return to FT/PT bids and/or anticipation of the mandating being lifted. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Revenue Cycle Management contract with Affinity Health Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice from Rabe Environmental Systems – paying 10% of quoted price to install 2-way valve (90% already paid) – \$ 700.60. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to purchase a fire safe from Grainger - Courthouse Remodeling Project – new Treasurer’s Office - in the amount of \$ 1,698.44. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Payment of invoice from Courthouse Remodeling Project – new VAC system – Tower Engineering, Inc.- in the amount of \$ 56,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Payment of invoice to work on boilers at former QLC– Scobell Company Inc. – in the amount of \$ 2,071.65. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Payment of invoices from New Backup 911 Center Project at Fairgrounds – in the amount of \$7,152.14. Mr. Soff seconded and the motion carried.

- Ace Contractor Center - \$243.14
- Wilkinson Excavating Inc. - \$6,909.00

Mr. Soff made a motion to ratify the Payment of invoice from Courthouse Remodeling Project - existing Commissioner’s Conference Room –in the amount of \$1,857.33. Mr. Weiderspahn seconded and the motion carried.

- Foulk’s Flooring America - \$1,800.00
- Weber Electric Supply, Inc. - \$57.33

Mr. Weiderspahn made a motion to approve to purchase a snow blower – Saegertown Hardware - \$1,100.00 – this will be paid with Liquid Fuels monies. Mr. Soff seconded and the motion carried

Mr. Soff made a motion to approve to purchase a snow blower for Judicial Center – Saegertown Hardware - \$1,200.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to hire Scobell Company Inc. to replace a heat exchanger in boiler at former QLC - \$ 9,750.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice for Courthouse Window Replacement Project – EADS Architects, Inc. –\$1,598.06. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from the Kane Republican for an advertisement associated with the ARC POWER grant in the amount of 378.05. Paid for by the ARC POWER grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from the Meadville Tribune for a final advertisement associated with the ARC POWER grant in the amount of \$488.25. Paid for by the ARC POWER grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from the Meadville Tribune for an advertisement associated with the City of Titusville’s CDBG Engineering Request for Qualifications in the amount of \$182.25. Paid for by the City of Titusville’s CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from the Meadville Tribune for an advertisement associated with Beaver Township’s CDBG environmental review process in the amount of \$473.25. Paid for by the County’s CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from the Crawford Area Transportation Authority for their October 2021 Rural Family and Work Force Transportation Program services in the amount of \$192. 60. Paid for by the County's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from Western Pennsylvania Newspaper Company for an advertisement associated with the ARC POWER grant in the amount \$501.78. Paid for by the ARC POWER grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a letter of understanding between Crawford County and Steuben Township for the County's 2019 CDBG program for the municipal building ADA update program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Avanco International, Inc. CAPS Version 17 Upgrade. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify Payment to Center for Family Services, Inc. (ERAP Services Provided 9/29/21 – 10/25/21). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify Payment to Center for Family Services, Inc. (ERAP Services Provided 9/29/21 – 10/29/21). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following SOC Contracts FY 21/22 for Crawford County Mental Health Awareness Program, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following SOC Contracts FY 21/22 for Meadville YMCA DBA Meadville Family YMCA. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following SOC Contracts FY 21/22 for National Network for Youth, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following SOC Contracts FY 21/22 for Regional Behavioral Consultants, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the following CYS/JP Contracts FY 21/22 for Shafer Law Firm, P.C. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following Professional Contracts FY 21/22 for Catherine Alfery-Darling. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Purchase Requisitions for the following in the amount of \$73,769.00. Mr. Soff seconded and the motion carried.

• TJS Insurance Group	1,269.00
• Penn State Extension	<u>72,500.00</u>
	\$73,769.00

Mr. Soff made a motion to ratify Purchase Requisitions for the following in the amount of \$765,717.18. Mr. Weiderspahn seconded and the motion carried.

• Pennsylvania Unemployment Compensation Fund	44,649.45
• CNB Bank	282,770.38
• CNB Bank	413,371.11
• Amazon.com	7,878.00
• Maher Duessel	<u>17,048.24</u>
	\$765,717.18

Mr. Weiderspahn made a motion to approve the 2022 Preliminary Budget. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the New Hires/Transfers on the attached sheet from Human Resources/Payroll (list attached to the minutes). Mr. Weiderspahn seconded and the motion carried.

The next Meeting will be held on meeting will be held on Wednesday, December 1, 2021. 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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Francis F. Weiderspahn, Jr., Commissioner

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John Christopher Soff, Commissioner