

The Crawford County Board of Commissioners met on Wednesday, February 10, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis Weiderspahn	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Tim Brown	IT
Matthew Digiacommo	Voting Systems Specialist
Keith Gushard	Meadville Tribune
Kevin Tommaney	Armstrong Cable
Anthony Digiacommo -phone	Veterans Services
Kimberly Shay -phone	Deputy Court Admin
Dave Powers -phone	Sheriff
Gail Kelly -phone	Human Services
Greg Beveridge	Public Safety
Mark Phelan -phone	Maintenance
Lanie Bizzarro -phone	CCCC
Holly Varndell -phone	JPO
Jack Greenfield	CCCF
Garrett Dvorkin -phone	Titusville Herald

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on January 27, 2021.  
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on February 3, 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,450,024.54 for the period ending February 9, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the purchase 12,240 – 12x18” American Flags, in the amount of \$7,956.00 from Flag Zone in Gilbertsville, PA. This a Budgeted Item. The flags will be placed on Veteran’s graves from Memorial Day to Veteran’s Day. (Another quote was received from US Flag Makers for 12,240 flags @ \$8,690.40 + S/H) Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2021 contract for Bull Moose marketing for the Crawford County fair. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion approve and to sign the contract with Value Payment Systems, LLC. This would enable the Sheriffs' office to accept payments for License to Carry and service fees with Debit or Credit cards. This is no charge to the County for equipment or service fees and charges the user 2.5% for Credit and 1.5% for Debit. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the UPS maintenance and parts replacement from Nationwide Power for \$3,043.33. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a three-year service agreement with Armstrong Utilities, Inc. effective February 12, 2021 to provide Zoom 4 internet and static IP address at the Vernon MDJ office at a cost of \$199.95 per month, with a onetime installation charge of \$79.95. This upgrade to the office broadband was recommended by IT to allow the Sheriffs to monitor the Vernon security cameras from the Judicial Center control room during work hours. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Social Security Administration (Overpayment for 10/1/20 – 12/31/20). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – PACA MH/DS (Membership Dues). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – PCYA (Membership Dues). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the CYS/JP Contracts FY 20/21: Cray Youth and Family Services, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 20/21: Vallonia Industries, Inc. – Amendment C-2. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the FY 20/21 Hazardous Materials Response Fund (HMRF) grant in the amount of \$17,217.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase six flat panel monitor knuckle mounts for the 911 center CAD display system from XYBIX at a cost of \$943.74. Paid out of 911 wireless funds at no expense to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Memorandum of Understanding between DPS and Bloomfield VFD regarding a PRAMAC Portable Generator. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Memorandum of Understanding between DPS and Titusville FD regarding a PRAMAC Portable Generator. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of invoice #3030 to the City of Meadville for the County 1/3 share of the City Treasurer Office Wages for Tax Collection 7/1/2020 – 12/31/2020 in the amount of \$16,847.40. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of invoice #3031 to the City of Meadville for the County 1/3 share of the City Treasurer costs of postage/ mailing of Per Capita Tax Bills for 7/1/2020 – 12/31/2020 in the amount of \$1,440.76. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of invoice #3032 to the City of Meadville for the County 1/3 share of the City Treasurer costs of postage/ mailing/phones for Real Estate Tax Bills 2nd notices for 7/1/2020 – 12/31/2020 in the amount of \$1,022.72. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of an invoice – Amark Environmental – this is for asbestos removal from the old QLC as part of the Renewed Life Haven project - \$ 9,600.00 – Human Services will be paying ½ of this invoice (\$4,800.00) - THIS IS NOT A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the approve invoices from Courthouse Remodeling Project – new Finance Office in the amount of \$ 178.73. (The Home Depot - \$ 126.07 and Amazon - \$ 52.66). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase & install new exterior double doors in the Assembly Room – Meadville Plate Glass - \$ 7,450.00 - THIS IS NOT A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase a 2020 Chevy 3500 Dump Truck to replace 2013 Chevrolet Dump Truck – Dave Hallman Chevrolet - \$ 70,993.00 – This will be completely paid out of the Liquid Fuels Fund at no cost to the county – THIS IS NOT A BUDGETED ITEM.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the transfer \$5,204.11 from the General Fund to the Liquid Fuels fund. This is due to the administrative costs exceeding the 10% total of the extremely low allocation for 2020. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisitions for the following in the amount of \$190,171.97. Mr. Weiderspahn seconded and the motion carried.

▪ Crawford County Drug & Alcohol	\$ 7,171.97
▪ PennState Extension	\$ 20,000.00
▪ PennState Extension	\$ 52,500.00
▪ Drug & Alcohol	\$ 15,000.00
▪ MetLife Assignment Company	\$ 87,500.00
▪ Active Aging	\$ 8,000.00

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$707,156.47. Mr. Soff seconded and the motion carried.

▪ PCHIPC	\$704,976.47
▪ Stantec	\$ 2,180.00

Mr. Soff made a motion to ratify the Dominion Voting freight contract invoice in the amount of \$4,838.12. Mr. Weiderspahn 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 February 17, 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