

The Crawford County Board of Commissioners met on Wednesday, January 27, 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
Brittany Johnston	HR
Tim Brown	IT
Scott Hatton	IT
Matthew Digiacomio	Voting Systems Specialist
Keith Gushard	Meadville Tribune
Kevin Tommaney	Armstrong Cable
Heidi Shiderly -phone	Court Admin
Dave Powers -phone	Sheriff
Zack Norwood -phone	Planning
Gail Kelly -phone	Human Services
Mark Phelan -phone	Maintenance
Trevor Oates -phone	APO
Joe Galbo -phone	Assessment
Tonya Moyer -phone	CCCC
Francis Schultz -phone	District Attorney
Carla Smith -phone	Domestic Relations
Beth Forbes -phone	Register/Recorder
Holly Varndell -phone	JPO
Joe Ferguson -phone	Cressman-Erde-Ferguson
Tracey Crawford -phone	Conservation District
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 13, 2021.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on January 20, 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,796,052.70 for the period ending January 26, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Soff made a motion to approve the certification of County funds in the amount of \$5,000.00 for the Agricultural Land Preservation Program. THIS IS A BUDGETED ITEM.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment in the amount of \$5,000.00 for that certification as well as payment in the amount of \$4500.00 for the administration of the program. THIS IS A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of Invoice # IN005811 From VISION Government Solutions in the amount of \$9,650.00 for CAMA Maintenance: 1/1/2021 - 12/31/2021. This was in the 2021 budget approved by the Commissioners. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the request for Casey Dickson to participate in virtual CPE classes (see attachment received after my original submission regarding the VISION invoice). With classes and purchase of the USPAP text book, the amount comes to \$2,450. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion approve the purchase 3 Bullet Proof Vests - \$1,716.33 -Budgeted. 50% of the amount will be covered by the BP vest program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Renewal of Reserved Parking Rental Agreement with City of Meadville at no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of the 2021 Dues for Sheriff's Association totaling \$700.00. Mr. Weiderspahn seconded and the motion carried.

- Annual County Assessment \$625.00
- Sheriff Dues \$ 25.00
- Chief Deputy \$ 25.00
- Solicitor \$ 25.00

Mr. Weiderspahn made a motion to approve the payment of the 2021 Dues and Assessments to Pennsylvania District Attorneys Association in the amount of \$4,275.67. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the 2021 contract for Prosecutor Management Database and Maintenance in the amount of \$6,196.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CONTRACT for the Prothonotary Solicitor, Attorney Joseph J. Ferguson. \$5,000 annually commencing January 1, 2021, and ending on December 31, 2024. Contract was reviewed and approved by County Solicitor, Keith Button. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Prothonotary Pennsylvania State Association Dues in the amount of \$625.00. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$9,800.00 to AP case management for the APO's 2021 maintenance, upgrades, tech support and mobile licenses. This is a budgeted line item for 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Meadville Tribune invoice totaling \$886.50 for Linesville Waterline and Steuben ADA Publications. Paid for by CDBG funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify an Adobe invoice totaling \$599.88 for a renewal of one Adobe Creative Cloud license for the Planning Office. This is a budgeted item in 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase to purchase six Dell monitors to add to the 911 consoles at a cost of \$1206.86. Wireless 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 EMA Air Trailer Air Quality maintenance agreement for 2021 with Breathing Air Systems at a total cost of \$1557.28. Haz-Mat 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 2021 Hazardous Materials Response Fund (HMRF) application prepared by EMA. Requires signed approval by commissioners and others. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the payment of an invoice – The EADS Group – this is for FBIP # 20- Estimate # 9 (Federal Bridge Inspection Program) – \$ 6,645.15 – THIS IS A BUDGETED ITEM. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of an invoice– The EADS Group – this is for FBIP # 20 -Estimate # 10 (Federal Bridge Inspection Program) – \$ 38,434.08 – THIS IS A BUDGETED ITEM. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from Courthouse Remodeling Project – new Finance Office in the amount of \$ 11.68 from Meadville Ace Contractor Center. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a approve the payment of the Register of Wills & Clerk of Orphans' Court Association annual membership fee in the amount of \$625.00. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of the PA Recorder of Deeds Association annual membership fee in the amount of \$625.00. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of the Crawford County Historical Society record storage for the 4th Quarter of 2020 in the amount of \$795.00. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of annual Adobe Creative Cloud from Adobe for \$599.88. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of Storage Area Network Hardware Support from Park Place for \$3,083.55. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of additional licenses and hardware for three servers required for VMWare updates from Candoris for \$1,481.19. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of COVID supplies- Gloves- from Medline in the amount of \$1,037.52 to be paid with COVID funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of COVID supplies- Gloves- from The Shamrock Company in the amount of \$1,670.00 to be paid with COVID funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the PACAH and County Agreement for the County Nursing Facility Access to Care Payment contract for the enrollment period of January 1, 2021 through June 30, 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Avanco International, Inc. CAPS Version 16 Upgrade. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Hagan Business Machines of Meadville, Inc. Copier Maintenance and Supply Agreement for Lexmark XS463de for 12/8/20 – 12/7/21. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Sprout Center for Emotional Growth and Development, LLC Infant Mental Health Training Contract for 3/22/21 – 3/23/21. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the SOC Contracts FY 20/21 for Stanley J. Mrozowski, Ph.D. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 20/21 for Cornell Abraxas Group, Inc. – Amendment F-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Professional Contracts FY 20/21 for Crawford County Consumer Satisfaction Team – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the agreement between Crawford County and PSSU, Local 668, SEIU Court Appointed for the period of January 1, 2019 - December 31, 2022.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Memorandum of Understanding between Crawford County and PSSU, Local 668, SEIU First Level Supervisors Residual Professional Unit for the period of January 1, 2019 - December 31, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the 2020 PCOMP Safety Improvement Grant Application in the amount of \$30,000. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2021 SCHRPP Membership Dues at a cost of \$835.00. Mr. Soff seconded and the motion carried. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisitions for the following in the amount of \$153,540.16. Mr. Weiderspahn seconded and the motion carried.

- City of Meadville \$ 4,000.00
- Bollinger Technical Services, Inc \$ 6,527.74
- Crawford County HazMat \$25,000.00
- CCAP \$14,990.00
- HSBG \$17,760.42
- Community Health Services \$45,262.00
- Meadville Area Airport Authority \$40,000.00

Mr. Weiderspahn made a motion to ratify Purchase Requisition for Mobilcom in the amount of \$3,832.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the creation of the temporary position of Interim Director of Voters Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the letter of intent for the purpose of a Public Safety study completed by the Department of Community & Economic Development. 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 February 3, 2021. There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Weiderspahn seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner