

The Crawford County Board of Commissioners met on Wednesday, July 14, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacommo	Voters services
Tim Brown	IT
Greg Beveridge	Public Safety
Betty Waite	Court Admin
Zach Norwood	Planning
Mark Phelan	Maintenance
Jack Greenfield	CCCF
Gail Kelly	Human Services
Dave Powers	Sheriff
Tonya Moyer	Care Center
John Swick	Shafer Law Firm
Will Paczkoskie	Shafer Law Firm
Bruce Harlan	Woman's Services
Brittany Johnston	HR Director
Ellie Donnell	HR Payroll
Kevin Tommaney	Armstrong Cable
Keith Gushard	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 June 23, 2021. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the minutes from the work session on July 7, 2021. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$5,579,418.01 for the period ending July 9, 2021. Mr. Henry seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Soff made a motion to approve the proposed resolution regarding Meadville Medical Center financing. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the STOP Grant Application (\$375,000 for 3-year grant cycle). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Heartland Hospice Care. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve to attend the 2021 National Child Support Enforcement Association (NCSEA) Leadership Symposium, August 1-4, Austin, Texas. Total cost to the county approximately \$736.00. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the transfer of ARPA Funds in the amount of \$3,000,000.00 to two CD's. One in the amount of \$1,000,000 and one in the amount of \$2,000,000 at Mercer County State Bank. The rate is .30% for a term of 12 months. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the transfer of ARPA Funds in the amount of \$3,000,000 to two CD's. One in the amount of \$1,000,000 and one in the amount of \$2,000,000 at Erie Bank. The rate is .34% for a term of 18 months. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the renewal of the maintenance agreement with MOBILCOM. This agreement covers all hand held and vehicle mounted radios. The cost of the annual contract is \$3723.00. This is a 0% increase over 2020's contract. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase of 2 new Taser 7 Starter Kits, 25 X26 cartridges and the Taser 7 conductive target. Total cost \$4968.00. CCCF's current Taser is outdated and replacement parts are unavailable. The advantages to TASER® technology are dramatic reductions in injuries to both offenders and correctional officers. When used properly, medical and law enforcement experts have concluded that TASER technology is among the most effective use-of-force interventions available to halt violent situations that pose a safety risk to an officer and offender. All Lieutenants will be trained on the use of the Taser and will be the only individuals permitted to deploy the Taser. Requesting to purchase with commissary funds. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 2 additional VMWare Server Hosts from DELL for \$32,097.84. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 2 additional VMWare 7 Enterprise-Plus (1 processor) and upgrade the 10 existing VMWare Enterprise to Enterprise-Plus and Support/Subscription for VMWare vSphere 7 Enterprise-Plus (1 processor) for 3 years from DELL for \$17,901.38. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of additional licenses needed for the new server hosts for Windows Core from CDWG for \$18,335.68. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the purchase six additional batteries for tower site backup power at a cost of \$2305.20. Mobilcom will complete the work. Budgeted item using Act 12 funds. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve to renew the CRITICALL software subscription at a cost of \$1,495.00. Act 12 funds to be used with no additional expense to the county. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve to renew the GO TO Assist software subscription at a cost of \$660.00. Budgeted item using Act 12 funds. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve to enroll 4 employees in the Communications Training Officer “CTO” online course at a cost of \$1,856.00. Budgeted item using Act 12 funds. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve to purchase a Grasshopper 900D Zero Turn Mower from Greenhill Farms Equip., Inc. - \$ 17,866.15. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve invoices from Courthouse Remodeling Project – new Print Room – in the amount of \$ 498.69. Mr. Henry seconded and the motion carried.

- Sherwin-Williams \$ 426.54
- The Home Depot \$ 72.15

Mr. Soff made a motion to approve the invoice from Courthouse Remodeling Project – new Planning Office – in the amount of \$31.60 from Fine Print. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify for Beusch Plumbing & Heating, Inc. – to clean backflow preventer at the Fairgrounds - \$560.00. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify to purchase 2A Gravel from Hillside Gravel - for roads at Fairgrounds – \$1,715.00. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the execution of an enterprise licensing agreement with ESRI. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify two invoice payments to Combine Construction Inc. through a 2015 TAP grant for Conneaut Lake Downtown Revitalization Project. Mr. Henry seconded and the motion carried.

- Invoice Estimate #3 – \$44,224.55
- Invoice Estimate #4 – \$94,129.02

Mr. Soff made a motion to approve to pay a small business assistance grant to Hairapy Salon 101 in the amount of \$7,644.41. This is paid through the City of Titusville’s Community Development Block Grant Coronavirus (CDBG-CV) Program. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve a subrecipient agreement in the form of a letter of understanding between Crawford County and Meadville Medical Center for \$50,000 to cover the cost of a rapid testing machine. This is paid through Crawford County’s CDBG-CV Program. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve a cooperation agreement between Crawford County, Venango County, and the Oil Region Alliance for joint management of the Oil Creek Water Trail. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify authorization to release a forest timbering performance bond in the amount of \$2,214.09 to Scott Pettit for completion of the Crawford County Forest timbering project. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve a resolution appointing the following individuals to the Broadband Technical Advisory Committee (BTAC) for the term of one-year ending July 1, 2022. Mr. Henry seconded and the motion carried.

- Robert Snyder
- Caleb Gilliland
- Jarrin Sperry
- Ron Mattocks
- Greg Beveridge
- Tim Brown

Mr. Soff made a motion to approve the Budget Transfer BT2021-001. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Budget Transfer BT2021-003. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the ITF Medicaid Waiver Operating Agreement for FY 21/22. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Payment to Crawford County CYS (Reimburse HiFi from SOC for Non-CYS Children). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – American Program Bureau, Inc. (Keynote Speaker at 8th Annual Trauma Informed and Resilient Communities Conference). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the Purchase Requisition – Apple Automotive (2021 Ford Escape SE AWD). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the Purchase Requisition – Gabrielle Bonesso (9/29/21 SOC Trauma Conference Keynote Speaker). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Horizon Information Systems, Inc. (Stratus Provider Management Enterprise System Custom Software and Development/Support). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the Purchase Requisition – McCandless Ford (2021 Ford Interceptor Utility AWD and 2021 Ford Transit 150 Passenger Van). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to ratify the Purchase Requisition – Regional Behavioral Consultants, Inc. (Start-Up Costs to Move to a New Location). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Streamline Verify (OIG Compliance Software). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 20/21 for Family Services of NW PA – Amendment F-3. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 20/21 for Crawford County Mental Health Awareness Program, Inc. – Amendment C-2. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Professional Contracts FY 20/21 for Jill M. Kish – Amendment C-2. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the SOC Contracts FY 21/22 for Women’s Services, Inc. (8/1/21 – 9/30/21). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the SOC Contracts FY 21/22 for Women’s Services, Inc. (10/1/21 – 9/30/22). Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 21/22 for Crawford County Drug & Alcohol Executive Commission, Inc.– Amendment F-1. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the SOC Contracts FY 21/22 for Joseph C. Barnhart at the Same Rates as Prior Year. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 21/22 for Edmund L. Thomas Adolescent Center at the Same Rates as Prior Year. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the Professional Contracts FY 21/22 for Eric J. Nikolaison at the Same Rates as Prior Year. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the creation of a temporary Per Diem Transportation Dispatcher position. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisitions for the following invoices in the amount of \$47,189.00. Mr. Henry seconded and the motion carried.

- Crawford County Humane Society 4,000.00
- Community Health Services 43,189.00

Mr. Soff made a motion to ratify Purchase Requisitions for the following in the amount of \$698,485.06. Mr. Henry seconded and the motion carried.

- PA Counties Health Insurance – PCHIPC \$698,485.06

Mr. Soff made a motion to ratify the Service Agreement – Maximus. Cost Allocation Report for period 7/1/2021 to 6/30/2024 (FY2020 through 2022). Yearly charge remains the same for the first two years at \$7,450 increases to \$7,600.00 for the final year. Mr. Henry seconded and the motion carried.

Mr. Soff made a motion to approve the extension of lease on Neopost PF80 Document Folder in Print Room for July 1, 2021, through June 30, 2023, at the existing charge of \$138.37 per month for the equipment rental and maintenance from Hagan Business Machines of Erie. Mr. Henry seconded and the motion carried.

Mr. Henry made a motion to ratify the appointment of Heather Moles, HR Manager at MMC to serve as a Board Member for NWPA Job Connect, effective July 7, 2021 through June 30, 2024. Mr. Soff seconded and the motion carried.

Mr. Henry made a motion to ratify the appointment of Laura King, HR Director at Channellock to serve as a Board Member for NWPA Job Connect, effective July 7, 2021 through June 30, 2024. 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. Henry seconded and the motion carried.

The next Meeting will be held on meeting will be held on July 21, 2021. There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Henry seconded and the motion carried.

Eric Henry, Chairman

Absent
Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner