

The Crawford County Board of Commissioners met on Wednesday, March 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
Matthew Digiacomio	Voting Systems Specialist
Keith Gushard	Meadville Tribune
Kevin Tommaney	Armstrong Cable
Kenny Johnston	Vantage
Beth Forbes -phone	Register & Recorder
Trevor Oates -phone	APO
Joe Galbo -phone	Assessment
Ben Fair -phone	CCCCF
Gail Kelly -phone	Human Services
Greg Beveridge -phone	Public Safety
Mark Phelan -phone	Maintenance
Zach Norwood -phone	Planning
Heidi Shiderly -phone	Court Admin
Sue Watkins -phone	Human Services
Dave Powers -phone	Sheriff
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 Special Elected Officials Salary meeting on February 22, 2021. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the full meeting held on February 24, 2021 with the amendment to remove the Market House Grill from the list of businesses who received BARA grant money. Mr. Soff seconded and the motion carried.

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

Mr. Weiderspahn made a motion to approve the payment of bills in the amount of \$4,665,098.55 for the period ending March 9, 2021. Mr. Soff seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Soff made a motion approve the Optical Storage Solutions Inc. Software Support Agreement effective March 1st, 2021. This contract has been reviewed by Attorney Keith Button. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the transfer of funds in the amount of \$1,614.55 from special account #209-11101-10 Records Improvement Fund to the Crawford County Commissioners. This account was originally opened for the deposit of R&R internet transfers but has not been used since October 4th, 2016 due to a software change. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of thirty (30) Dell Latitude 3510, Docking Stations and Carrying bags at a cost of \$1,033.00 for each three (3) piece combination. The total of this adds to \$30,990.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of nine (9) Microsoft Office Standard 2019 at the cost of \$321.34 each. For a total of \$2,892.06. These purchases were made from a CJAB Coronavirus Grant awarded from PCCD on or about 2/9/21. The total grant was for \$34,097.00 – The grant was specific for the purchase of laptop computers. After this purchase of the above there will be \$214.94 left in grant money. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual Pymatuning PILOT. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Board of Revision's change of the Appeal Deadline notification to August 1 effective this year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the refunds due to clerical errors for Forever Media in Hayfield Township (\$2,224.68) for double assessment of commercial building and fencing. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of \$553.71 to Mobilcom for installation of a wireless router and UHF radio in the Multi-purpose vehicle. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the contract with McCutcheon Enterprises for provision of a Type A Hazardous Materials Response Team for Crawford County at a cost of \$2500.00 annually. This will be paid for out of the Hazardous Materials Response Fund (HMRF). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of \$3,285.78 replacement cost of 2 stainless steel toilets. The original porcelain toilets were vandalized/destroyed by inmates. To be paid from commissary fund. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of \$18,000 to NUCTECH INC. for a 3-year full coverage maintenance agreement. To be paid from the commissary fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a cooperation agreement with Economic Progress Alliance of Crawford County for professional services to administer the COVID-19 Hospitality Industry Recovery Program (CHIRP). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve three invoices to the Titusville Herald totaling \$335.00. Mr. Weiderspahn seconded and the motion carried.

- 2020 RFQ Advertisement Invoice - \$34.50
- 2021 RFQ Advertisement Invoice – \$150.25
- 2021 RFQ Advertisement Invoice - \$150.25

Mr. Weiderspahn made a motion to approve the Economic Progress Alliance of Crawford County (EPACC) invoices for underwriting review services for the Small Business Assistance Programs. Paid through the Community Development Block Grant (CDBG) program. Mr. Soff seconded and the motion carried.

- November Invoice – \$440.00
- February Invoice - \$440.00

Mr. Soff made a motion to approve payment of Small Business Assistance requisition to the following businesses. Paid through the City of Titusville’s CDBG program. Mr. Weiderspahn seconded and the motion carried.

- Henderson’s Electric - \$10,000.00
- Strawbridge Pools - \$10,000.00

Mr. Weiderspahn made a motion to approve invoices from Courthouse Remodeling Project – new Finance Office in the amount of \$ 104.09. Mr. Soff seconded and the motion carried.

- The Home Depot \$ 39.88
- Meadville Ace Contractor Center \$ 17.21
- Microbac Laboratories \$ 47.00

Mr. Soff made a motion to approve a quote from Courthouse Remodeling Project - Foulk’s Flooring America for carpet in 3 offices - \$ 6,400.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a quote from Courthouse Remodeling Project – Steve Staats Painting – to paint 2 offices – \$1,475.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval to hire EADS Architects, Inc. to provide architectural services for the Window Replacement Project at the Courthouse - \$34,900.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the approval to purchase sidewalk salt – Meadville Ace Contractor Center - \$ 1356.53. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Emergency Rental Assistance Program for FY 20/21. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Provider Enrollment Revalidation Application – Intellectual Disability. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Provider Enrollment Revalidation Application – Mental Health Base Unit. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Howick Motors Tires & Service (Vehicle #12 Repairs). Mr. Soff seconded and the motion carried.

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

Mr. Weiderspahn made a motion to approve the SOC Contract FY20/21 for Conneaut School District. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the SOC Contract FY20/21 for Crawford County Mental Health Awareness Program, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contract for Samantha Perrine. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisitions for the following in the amount of \$881,657.61. Mr. Weiderspahn seconded and the motion carried.

▪ City of Meadville Treasurer	6,121.00
▪ HSBG/EI	49,385.03
▪ Crawford County Children & Youth	426,701.18
▪ Crawford County Children & Youth	399,450.40

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$1,086,928.77. Mr. Soff seconded and the motion carried.

▪ PCHIPC	677,029.77
▪ Pcomp	409,899.00

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 March 17, 2021. There being no further items to address, Mr. Weiderspahn made a motion to adjourn. Mr. Soff 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