

The Crawford County Board of Commissioners met on Wednesday, May 12, 2021 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Francis Weiderspahn	Commissioner
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacommo	Voters Services
Tim Brown	IT
Heidi Shiderly	Court Admin
Zach Norwood	Planning
Mark Phelan	Maintenance
Dave Powers	Sheriff
Kevin Tommaney	Armstrong Cable
Keith Gushard	Tribune
Gail Kelly- phone	Human Services
Greg Beveridge- phone	Public Safety
Tonya Moyer -phone	Care Center
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 full meeting held on April 28, 2021.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on May 5, 2021.
Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,315,681.60 for the period ending May 11, 2021. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify the newly created Program Manager position.
Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to eliminate the IV-D Coordinator position.
Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of 20 replacement batteries for backup power at 11 Communications sites through Mobilcom at a cost of \$6,784.00. This is a budgeted item paid for with Act 12 funds at no additional expense to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the agreement between Crawford County and the Pennsylvania Emergency Management Agency (PEMA) for the implementation of the Next Generation 911 (NG911) Solution in Crawford County. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to create two new full-time positions for County Security. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to create two new Per Diem positions for County Security. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to eliminate two full time Deputy Sheriff positions that are currently vacant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a 5-year agreement of network hardware and software support from DES for \$26,848.80. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of 10 hours of professional services from DES for \$1,150.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of (7) MS SQL Server Standard LIC/SA from CDWG for \$18,676.21. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve invoices from Courthouse Remodeling Project – new Human Resources Office – in the amount of \$ 385.47. (Saegertown Hardware \$ 41.62 & Sherwin-Williams \$ 343.85). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice from Courthouse Remodeling Project – Foulk’s Flooring America – new Finance Office - \$3,640.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice for Scobell Company, Inc. – boiler repair at Old Quality Living Center - \$ 679.25. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice for Otis Elevator – Annual maintenance contract for Courthouse elevator - from 5/1/21 to 4/30/22 - \$ 10,048.68. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice for Mark Johnson Electrical Contracting – wiring install for new Assembly Room doors - \$ 388.00 – This will be reimbursed by a PCorp grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice for Meadville Plate Glass Co., Inc. – replacement of exterior doors in the Courthouse Assembly Room - \$ 7,450.00 – this will be reimbursed by a PCorp grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an invoice for EADS Architects, Inc. – amendment to Professional Service Contract for the design of the lead paint abatement/encapsulation for the Courthouse Window Replacement Project - \$ 850.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an invoice for EADS Architects, Inc. – progress payment for Courthouse Window Replacement Project - \$10,749.94. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to create a Maintenance III position. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval of a State Facilities Closure Transition Program Grant contract with the State of Pennsylvania for \$138,494.32. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Titusville Herald invoice in the amount of \$188.50 for advertising fiscal year (FY) 2021 Community Development Block Grant (CDBG) application 1st public hearing for Crawford County. Paid through the CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Titusville Herald invoice in the amount of \$163.00 for advertising the County's 2021 Fair Housing notice for the CDBG program. Paid through the CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Subrecipient Agreement with Linesville Borough for their CDBG project to replace water lines along Erie Street. This project will be funded through Crawford County's FY 2018 CDBG allocation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval of a contract for CDBG engineering services with Stiffler McGraw for a three-year period to provide technical support to Crawford County's CDBG funded projects and applications. The contract establishes a negotiated not to exceed threshold that is adjusted annually contingent upon funding allocations and construction project selection. This contract is funded through the County's CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the awards and contracts for two competitive FY 2021 grants through the County's Act 13 At-Risk Bridge Program to the following municipalities: Mr. Soff seconded and the motion carried.

- City of Meadville for the rehabilitation of Clinton Court –award amount of \$68,950.
- Townville Borough for the replacement of West Freemont Street Culvert #1 – award amount of \$60,000.

Mr. Soff made a motion to ratify the award and contract for one FY 2021 capital investment grant through the County's Act 13 At-Risk Bridge Program to the following municipality: Mr. Weiderspahn seconded and the motion carried.

- Cambridge Springs Borough for the replacement of Church Street (SR 408) Culvert – award amount of \$100,000.

Mr. Weiderspahn made a motion to approve the awards and contracts for nine competitive FY 2021 grants through the County's Act 13 Environmental Initiatives Program to the following entities: Mr. Soff seconded and the motion carried.

- Union Township for the Mount Pleasant Road Realignment at Ernst Trail Feasibility Study – award amount of \$4,000
- Linesville Borough for the Memorial Park Access Project – award amount of \$9,900
- Crawford County Historical Society for the Baldwin-Reynolds House Museum Historic Public Recreation Project – award amount of \$11,095
- Western Pennsylvania Conservancy for the Tryon-Weber Woods Natural Area Access Improvements and Stream Restoration Phase One Project – award amount of \$9,378
- French Creek Recreational Trails for the French Creek Recreational Trails Feasibility Study – award amount of \$5,000
- French Creek Valley Conservancy for the French Creek Water Trail Management Plan and Implementation – award amount of \$7,000
- Crawford County Convention and Visitors Bureau for the Tourism Location Signage Project – award amount of \$3,400
- Clear Lake Authority for the East Branch Trail Community Connections Project – award amount of \$13,000
- City of Meadville for the Bicentennial Park Playground and Parking Improvements Project – award amount of \$16,000

Mr. Soff made a motion to approve a \$220.00 invoice from Economic Progress Alliance of Crawford County for underwriting services for the City of Titusville's CDBG Small Business Assistance Program. This is paid for out of Titusville's CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a payment to Center for Family Services, Inc. (ERAP Admin Reimbursement 3/1/21 – 4/21/21). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a payment to Center for Family Services, Inc. (ERAP Services Provided 4/14/21 – 4/19/21). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a Purchase Requisition – for Gabrielle M. Bonesso (Titusville High School Decision Day SOC Speaker). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a Purchase Requisition –for aha! Process, Inc. (Bridges out of Poverty Workbooks and Training Supplements). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a Purchase Requisition – for Dell, Inc. (Laptop for R. Arnold). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Purchase Requisition – for Keymark (Maintenance Support Renewal 7/1/21 – 6/30/22). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve SOC Travel – Trauma Informed Community Development Alumni Summer Institute (June 1-3, 2021). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve SOC Contracts FY 21/22 for Bethany Christian Services of Western Pennsylvania. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve MH/ID/EI 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 Professional Contracts FY 21/22 for Crawford County Consumer Satisfaction Team. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Professional Contracts FY 21/22 for Jill M. Kish. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Professional Contracts FY 21/22 for Julie M. Brooks. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following Contracts at the Same Rates as Prior Year. Mr. Soff seconded and the motion carried.

CYS/JP Contracts FY 21/22:

- Child to Family Connections, Inc.
- Community Alternatives, Inc.
- Counseling and Assessment Services, LLC
- Cray Youth and Family Services, Inc.
- Outside In School of Experiential Education, Inc

MH/ID/EI Contracts FY 21/22:

- Titusville Area Senior Citizens Corporation

Professional Contracts FY 21/22:

- Counseling and Assessment Services, LLC
- Woodbridge Counseling, LLC

Mr. Soff made a motion to approve Purchase Requisitions for the following in the amount of \$71,346.00. Mr. Weiderspahn seconded and the motion carried.

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| ▪ Community Health Services | \$46,840.00 |
| ▪ Department of Human Services | \$24,506.00 |

Mr. Weiderspahn made a motion to ratify Purchase Requisitions for the following in the amount of \$683,381.77. Mr. Soff seconded and the motion carried.

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| ▪ PCHIPC | \$677,029.77 |
| ▪ City of Meadville | \$ 6,352.00 |

Mr. Soff made a motion to ratify the approval of the fee adjustment to the PNC Custody agreement, as recommended by the Retirement Board. Mr. Weiderspahn seconded and the motion carried.

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

The next Meeting will be held on meeting will be held on May 19, 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