

The Crawford County Board of Commissioners met on Wednesday, August 24, 2022 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacombo	Voters Services/IT
Dave Powers	Sheriff
Heidi Shiderly	Court Admin
Jack Greenfield	CCCF
Greg Beveridge	Public Safety
Joe Galbo	Assessment
Tonya Moyer	Care Center
Lura Potts	Care Center
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Brittany Johnston	Human Resources
Ellie Donnell	HR/Payroll
Keith Gushard	Tribune
Kevin Tommaney	Armstrong Cable
Joanne Dunlap	Connect 55+ Resident

The meeting was opened with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the full session meeting held on August 10, 2022.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on August 18, 2022.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,980,177.90 for the period ending August 23, 2022. Mr. Weiderspahn seconded and the motion carried

Executive Sessions:

- A. August 18, 2022 Commissioners to discuss court personnel
- B. August 19, 2022 Care Center to discuss personnel

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve Mobilcom as the project manager for the construction of a communications tower in the Sugar Lake area at a cost of \$15,000.00. This expense will be covered by ARPA funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to sign the assessment board retainer with the firm of Sammartino, Stout & Lo Presti for appraisal consulting services for the period of September 1, 2022 to August 31, 2023. These are same terms and conditions as the original agreement effective August, 1991. As in previous years, the annual retainer will remain the same at \$3,000. For the year beginning September 1, 2022, the billing rate will be \$200 per hour, and this rate will be credited against the retainer and if any overages occur, the same will be billed. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to enter into a Maintenance Agreement with Global Correctional Systems, LLC. The cost of the agreement is \$14,250. Covering Labor and Materials utilized to correct problems with the system installed and commissioned under project # GCS060120001 will be completed at no cost to the customer. This is a two-year agreement. To be funded by the commissary account. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the MOU Intergovernmental agreement between the Commonwealth of Pennsylvania and Crawford County. This agreement will provide, at no cost to the county, recommendations from correctional professionals, training, the availability of special teams including K9 Drug interdiction, CERT, HNT and vulnerability assessment. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay City of Meadville for the 1/3 share of City Treasurer's Office Wages for collection of County Taxes from 1/1/2022 – 6/30/2022 in the amount of \$18,894.98. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay City of Meadville for the 1/3 share of postage/ mailing of Real Estate Tax Bills 1/01/2022 – 6/30/2022 in the amount of \$1,987.48. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the \$540.00 payment to Credentia to purchase four (4) CNA Test Vouchers. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the title change of Business Office Clerk (A/R Billing Specialist) to Business Office Coordinator. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to purchase (1) Nurse Aide Wall Documentation Station \$1,064.94. Mr. Soff seconded and the motion carried.

- \$846.86 - OptiPlex Computer
- \$134.09 - Dell Monitor
- \$36.99 - Dell Mount
- \$47.00 - Keyboard/Mouse

Mr. Soff made a motion to approve payment of invoice #77256 from the Meadville Tribune in the amount of \$978.25 for the publication of invitation for bid for contractor on Rocky Glen Road. This is paid for out of the FY 2019 County Admin. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of invoice # 30 from Stiffler McGraw Associates, Inc. in the amount of \$444.50 for their engineering services associated with the Richmond Township CDBG project in June 2022. This is paid for out of Crawford County's FY 2018 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of invoice # 31 from Stiffler McGraw Associates, Inc. in the amount of \$190.50 for their engineering services associated with the Beaver Township CDBG project in June 2022. This is paid for out of Crawford County's FY 2019 CDBG Program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify to approve payment of invoice #15145 from the Leader Times in the amount of \$834.25 for the publication of invitation for bid for contractor for Brady Tunnel. This is paid for out of the ARC POWER Grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of invoice # 44697-21-11 from Lindy Paving Inc. in the amount of \$120,389.04 for work associated with the City of Meadville's East Street paving project. This is paid for by the City of Meadville Paving, East Street FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of application of payment # 3 from Dynasty Construction Unlimited, Inc. in the amount of \$55,782.00 for work associated with the Vernon Twp. Municipal Building improvements project. This is paid for by the FY 2019 CDBG Vernon Twp. Building Improvements. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the memorandum of understanding between Crawford County and the Crawford County Mental Health Awareness Program, Inc. for the Continuum of Care Program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an amendment to the cooperation agreement between Crawford County and Vernon Township dated June 26, 2019 regarding CDBG Program Administration. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of a cooperation agreement between Crawford County and Conneaut Lake Borough for application and management of a \$400,000 Appalachian Regional Commission Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve distribution of \$700,000 through Crawford County's ARPA Program for Phase 1 trail development of the French Creek Heritage & Entertainment District to the French Creek District Development Corporation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Keystone Electrical Technologies, LLC – for labor and materials to re-lamp and replace fixtures at the Renewed Life Haven - \$11,047.68. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Perry Construction – Work on HVAC Project - \$27,976.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approval to pay Brian Noah, Project Manager – Professional Services for July 2022 \$2,020.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay The EADS Group – Professional Engineering Services for Bridge # 26 Rehab - Glynden Rd- \$ 17,507.93. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay Sunbelt Rentals – lift rental to do work at the Fairgrounds – \$ 1,266.57. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of invoice from Ace Contractor center for the New Backup 911 Center Project at Fairgrounds - \$ 210.59. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay Meadville Overhead Door Co, LLC – to furnish and install door opener at Liquid Fuels Building – \$1,668.00 - this is paid by Liquid Fuels funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify to approve change order to the contract for wing wall repair at Glynden Rd – Bridge # 26 – Shingledecker's Welding - \$ 29,433.30 – this will be paid by Act 44 monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay the remaining balance to install fans in the back part of Exhibit # 1 – Mark Johnson Electric - \$ 9,664.00 – this is paid by ARPA monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Tower Engineering – Professional Services 6/18/22 to 7/16/22 - Design work on HVAC Project - \$2,626.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Horizon Information Systems, Inc.'s Maintenance, End User License and Backup Agreements for FY 22/23. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MATP Initial Allocation for FY 22/23. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MATP Report for FY 21/22. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Needs Based Plan & Budget FY 23/24 – County Assurance of Financial Commitment and Participation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to Center for Family Services, Inc. for (ERAP72922), (ERAP72922-2), (ERAP72922-HN). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – National Notary Association (15 Rolling Locking File Totes). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Grant Contracts FY 22/23 from Community Health Services, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 22/23 from Central Counties Youth Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve CYS/JP Contracts FY 22/23 from Children's Aid Society of Mercer County. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 22/23 from George Junior Republic in Pennsylvania. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Professional Contracts FY 22/23 from Woodbridge Counseling, LLC. Mr. Weiderspahn seconded and the motion carried.

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

- CYS/JP Contracts FY 22/23 from:
  1. Blended Spirits Ranch Equine-Assisted Therapy Center
  2. Shafer Law Firm, P.C
- MH/ID/EI Contracts FY 22/23 from:
  1. Community Rising Therapy, LLC
  2. Next Step Therapy, Inc.
  3. Positive Steps Therapy, LLC
  4. Supports, Inc.
  5. United Community Independence Programs, Inc.
- Professional Contracts FY 22/23 from:
  1. Ashley Mahrs
  2. Little Steps Physical Therapy, LLC
  3. Watts and Pepicelli, PC

Mr. Soff made a motion to approve Purchase Requisitions in the amount of \$59,771.75. Mr. Weiderspahn seconded and the motion carried.

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| • Crawford County Human Services | 52,377.56 |
| • Crawford County Drug & Alcohol | 6,799.19  |
| • Starn Marketing Group          | 595.00    |

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$102,251.97. Mr. Soff seconded and the motion carried.

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| • Remedy                                    | 6,801.00  |
| • Crawford County Fair Dairy Committee      | 18,950.97 |
| • EmergyCare                                | 59,500.00 |
| • Conneaut Lake Area Ambulance Service, Inc | 17,000.00 |

Mr. Soff made a motion to ratify the agreement with Remedy Analytics, Inc. for Pharmacy Benefit Management. 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 Wednesday, September 7, 2022. 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