

The Crawford County Board of Commissioners met on Wednesday, February 9, 2022 for a regular meeting, with the following present or by phone:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacomio	Voters Services/IT
Jack Greenfield	CCCF
Holly Varndell	JPO
Trevor Oates	APO
Tim Brown	IT
Tony Digiacomio	Veterans Services
Emmy Arnett	Prothonotary
Joe Galbo	Assessment
Heidi Shiderly	Court Admin
Mark Phelan	Maintenance
Sue Watkins	Human Services
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Greg Beveridge	Public Safety
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 session meeting held on January 26, 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on February 2, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,860,013.69 for the period ending February 8, 2022. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify the resolution to approve an adopt a First Amendment to Articles of Incorporation for the CCSWA existence of a term of Fifty Years. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify and sign maintenance contract from Schneider Electric in the amount of \$5,709.58 for the complete battery replacement on the UPS System. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CountySuite: CIVIL COURT Maintenance Fee (2022) \$16,052.00. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the extension of the COSTARS agreement with BI Inc. for Electronic Monitoring services through 10/19/2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the negotiated 5-year lease, beginning November, 2021- Rent \$1,452.25. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to Navy Run Automotive, \$1,373.57 for major repairs that were needed on Car #8 – 2009 Dodge Caravan in order to pass inspection. Items are budgeted. Invoice is included with the requisition. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment in the amount of \$1,873.09 to Howick motor tire and service for the purchase of four new tires and maintenance repairs for the 2014 ford explorer. This is a budget item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payments in the amount of \$1,419.35 to Meadville plate glass for the purchase of security glass. This is a budget item. Mr. Weiderspahn seconded and the motion carried.

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

Mr. Soff made a motion to ratify and adopt the 2022 Assessment and Per Capita rolls at their earliest possibility. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Personnel – Recommendation of Matthew Adams to CCHS Advisory Board. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 21/22 from Auberle – Amendment F-3. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Permittum for April 14 2022 through April 13 2023 to provide online License to Carry applications and online payments at no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the contract with Trinity Door Systems to install automatic door openers at the employee entrance the Judicial center at a total cost of \$4,283.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve an additional door lock in the amount of \$2,327.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of \$2,200.00 to have four employees attend a Virtual Quality Assurance Certification program for Emergency Medical Dispatch. This will be covered by wireless funds at no additional expense to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$2,200.00 to have four employees attend a Virtual Quality Assurance Certification program for Emergency Police Dispatch. This will be covered by wireless funds at no additional expense to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$2,200.00 to have four employees attend a Virtual Quality Assurance Certification program for Emergency Fire Dispatch. This will be covered by wireless funds at no additional expense to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$4,075.00 to LSSE Civil Engineers for Engineering/Surveying work done on the Greiser Rd tower project. This will be paid for with ARPA funds (Acct #255-20-4292-9101-15). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to pay the City of Meadville for the 1/3 share of City Treasurer's Office Wages for collection of County Taxes from 7/1/2021 – 12/31/2021 in the amount of \$17,257.82. Budgeted Item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to pay the City of Meadville for 1/3 share of postage/ mailing of Real Estate Tax 2nd Notices and associated costs for tax collection from 7/1/2021 – 12/31/2021 in the amount of \$1,032.30. Budgeted Item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to pay the City of Meadville for 1/3 share of postage/ mailing of 2021 Per Capita Tax Bills in the amount of \$1,318.22. Budgeted Item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase a license to access training courses from Planetizen.com in the amount of \$199.00 for the Planning Commission and Office. This was unbudgeted; however, it will be accounted for under the existing budget due to savings and adjusting line-item amounts. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to reimburse the City of Meadville for their 2021 code enforcement wages out of their FY 2019 CDBG program in the amount of \$20,771.49. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to reimburse the City of Meadville for their 2021 code enforcement wages out of their FY 2020 CDBG program in the amount of \$4,541.76. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve an amendment to the Letter of Understanding between Crawford County and Crawford Area Transportation Authority for Crawford County's CDBG FY 2019 Entitlement Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from the Meadville Tribune for FY 2020 CDBG Rocky Glen Road ERR 8-step early notice advertisement in the amount of \$323.25. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the one-time fee of \$2500 to Point Click Care for the Pharmacy Integration with Vantage. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the contract with Pro Staffing. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the contract with Interm HealthCare Staffing. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Allied Medical Waste. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Meadville Area Ambulance contract. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to create a Full-Time Staff Development Coordinator Position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of Two HP Color LaserJet Pro MFP Printers, \$692.01 each from CDW Government for a total cost of \$1,384.02 to be paid from Admin Minor Equipment. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice – Courthouse Remodeling Project – new VAC System – Tower Engineering - \$5,600.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice - Courthouse Window Replacement Project– EADS Architects, Inc. - \$1,065.34. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify to pay invoice – New Backup 911 Center Project at Fairgrounds. – Sherwin-Williams– \$151.74. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to purchase 4 new tires for skid steer – from Bobcat of Erie – \$1,800.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to hire Rabe Environmental Systems Inc. – to repair 2 circulating pumps at the Renewed Life Haven - \$2,019.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of invoices from Courthouse Remodeling Project-Assessment Remodel – in the amount of \$1,771.36 Mr. Soff seconded and the motion carried.

- Ace Contractor Center - \$993.50
- Mark A. Johnson Electrical Contracting - \$441.50
- The Home Depot - \$33.45
- Weber Electric Supply - \$302.91

Mr. Soff made a motion to ratify approval of invoices from Courthouse Remodeling Project-Assessment Remodel – in the amount of \$208.49. Mr. Weiderspahn seconded and the motion carried.

- The Hite Co - \$174.56
- Weber Electric Supply - \$33.93

Mr. Weiderspahn made a motion to ratify Approval of invoices from Courthouse Remodeling Project-Register & Recorder Remodel – in the amount of \$128.25. Mr. Soff seconded and the motion carried.

- The Hite Company - \$ 78.10
- Weber Electric Supply Inc. – \$ 50.15

Mr. Soff made a motion to approve the following Purchase Requisitions in the amount of \$135,536.54. Mr. Weiderspahn seconded and the motion carried.

- Crawford County Humane Society 4,000.00
- City of Titusville – Airport 3,000.00
- Community Health Services 38,063.00
- McCandless Ford 5,581.68
- Penn State Extension 52,500.00
- Penn State Extension 20,000.00
- PA Fire & Emergency Services Institute 555.86
- CC Drug & Alcohol 8,083.00
- Brian J Noah 3,753.00

Mr. Weiderspahn made a motion to ratify the following Purchase Requisitions in the amount of \$725,631.27. Mr. Soff seconded and the motion carried

- Meadville Medical Center 12,984.00
- Bollinger Technical Services 9,361.40
- PCHIPC 703,285.87

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 Wednesday, February 16, 2022. 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