

The Crawford County Board of Commissioners met on Wednesday, January 12, 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
Terri Chimiak	Secretary/Open Records Officer
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacomo	Voters Services/IT
Zach Norwood	Planning
Tracey Crawford	Conservation District
Chris Junker	CC Regional Airport Authority
Bob Sheets	CC Regional Airport Authority
Paula DiGiacomo	District Attorney
Carla Smith	Domestic Relations
Heidi Shiderly	Court Admin
Mark Phelan	Maintenance
Sue Watkins	Human Services
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Greg Beveridge	Public Safety
Brittany Johnston	HR
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 December 22, 2021. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on January 5, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$4,539,714.97 for the period ending January 11, 2022. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to re-appoint Kevin Schlosser as a Regional Airport Authority Board Member representing Corporate Aviation for a full term of 4 years expiring in December 2025. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to re-appoint Jack Walter as a Regional Airport Authority Board Member representing Crawford County for a full term of 4 years expiring in December 2025. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve and sign the certification of County funds in the amount of \$5,000.00 for the Agricultural Land Preservation Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment in the amount of \$5,000.00 for that certification as well as payment in the amount of \$4500.00 for the administration of the program. Both are budgeted items Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the cleaning agreement with B&T Building Services. This is a \$55.00 per month increase. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of a December 13, 2021, invoice from Edward J. Hatheway, Esq. for legal services in the amount of \$5000. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to purchase 4 Luminex II Writers for Court Reporters for a total of \$21,180.00 from Stenograph LLC. This includes \$1100 for trade-ins. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to District Attorneys Association in the amount of \$4,459.15. Mr. Weiderspahn seconded and the motion carried.

- Expense Assessment under Act 1988 – 172 Class 6 \$4,214.15
- DA Membership Dues in PDAA for 2022 \$ 125.00
- Membership Dues at \$40 for 3 Attorneys \$ 120.00

Mr. Weiderspahn made a motion to approve the purchase of 2022 Prosecutor Management Maintenance & Upgrades for DA software in the amount of \$5,446.00, with technical support and Oracle database support for 1/1/22-12/31/22 in the amount of \$750.00 for a total cost of \$6,196.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the transfer of overpayment of Actuarially Determined Contribution for 2021 to match amended report from Korn Ferry dated 8/3/2021 in the amount of \$34,725.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the renewal of the annual service agreement with Breathing Air Systems for the Air Trailer at a cost of \$1,441.89. This is a budgeted expense with no additional cost to the County. (This item was previously approved on 08DEC21 but the quote had expired.) Mr. Soff seconded and the motion carried.

A request to renew the maintenance agreement with Priority Dispatch Corporation for the Fire/Medical/Police Protocol system at a cost of \$10,350.00 was withdrawn by Mr. Beveridge.

Mr. Soff made a motion to approve to distributed an allocation to the Crawford County Conservation District for administrative service in the amount of \$4,500. This allocation is provided through the County's Act 13 Program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to distribute an allocation to the Crawford County Conservation District on behalf of Crawford County's Farmland Preservation Board in the amount of \$5,000. This allocation is provided through the County's Act 13 Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to reimburse Cambridge Springs Borough for their Church Street Emergency Culvert Replacement project in the amount of \$89,936.37. This project is being funded through Crawford County's FY 2020 Act 13 At-Risk Bridge program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Maintenance Service Agreement with Blooming Valley Landscape and Supply for Plowing & Salting. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Associated Clinical Laboratories. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to create five (5) Per Diem Temporary Nurse Aide (T.N.A.) positions, at the same rate as the Per Diem C.N.A.'s of \$14.50 plus \$2.00 ARPA pay to total \$16.50. Positions 3651-008, 3651-009, 3651-010, 3651-011, 3651-012. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval of the invoice from Courthouse Remodeling Project- Register & Recorder Remodel – in the amount of \$ 98.03 from The Home Depot. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the approval of invoices from New Backup 911 Center Project at Fairgrounds - in the amount of \$ 5,703.62 from Ace Contractor Center. Mr. Soff seconded and the motion carried.

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

Mr. Weiderspahn made a motion to ratify the approval to hire The Wilkins Co., Inc. – to repair fire doors at the Renewed Life Haven - \$ 2,745.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Approval to pay Dengler's Farm Garage to do inspection work for Fairgrounds Dump Truck – \$ 1,352.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Approval of invoice for Mark A. Johnson Electrical Contracting - Courthouse Remodeling Project – new Treasurer's Office - in the amount of \$ 163.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of invoice from Courthouse Remodeling Project – new VAC system – Tower Engineering, Inc. - in the amount of \$ 11,200.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Approval of invoice to Rabe Environmental Systems, Inc.- for service call at Renewed Life Haven - \$ 540.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify - Payment to Center for Family Services, Inc. (ERAP Services Provided 11/13/21 – 12/15/21). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify - Payment to Center for Family Services, Inc. (ERAP Services Provided 11/15/21 – 12/7/21). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve - Payment to Crawford County Commissioners (Pension due to County for CYS/MH/ID/EI). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify Personnel – Creation of Full-Time Temporary Clerk Typist 2 and Job Posting (Emergency Hire). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the PCCD Grant – CAC/CIC 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Parkside Psychological Associates, LLC (EMDR Training/Coaching). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve CYS/JP Contracts FY 21/22 from Samantha Perrine. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Professional Contracts FY 21/22 from Parkside Psychological Associates, LLC – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Sheriff Association Dues in the amount of \$700.00. Mr. Weiderspahn seconded and the motion carried.

- County Assessment \$625.00
- Active Member \$ 25.00
- Chief Deputy \$ 25.00
- Solicitor \$ 25.00

Mr. Weiderspahn made a motion to approve the payment to Brian Noah, Co-Project Manager, for the period of 12/2/21-12/31/21 invoice #2 in the amount of \$5,481.00. The same motion also approved the payment to Brian Noah to reimburse Starr Image Invoices #6919 in the amount of \$87.69 and #6940 in the amount of \$26.16 for HVAC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the 2021 PCOMP Safety Improvement Grant Application for \$35,000 for multiple safety improvement projects. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Project Manager Agreement with Brian Noah, effective 11/15/2021 – 11/14/2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the change of title for Gina Chatfield, removing the Voting Machine Specialist title. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of an invoice from Vogt Heating and Cooling in the amount of \$2,956.97 for furnace install services at the Voter Services Barn. To be paid with Cap Ex Funds. 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. Weiderspahn seconded and the motion carried.

The next Meeting will be held on meeting will be held on Wednesday, January 19, 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