

The Crawford County Board of Commissioners met on Wednesday, July 13, 2022 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Terri Chimiak	Secretary
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Samantha Wozniak	Finance/HR
Keith Button	Solicitor
Matt Digiacommo	Voters Services/IT
Emmy Arnett	Prothonotary
Tim Valencic	JC Maintenance
Wes Rowden	Public Defender
Heidi Shiderly	Court Admin
Jack Greenfield	CCCCF
Greg Beveridge	Public Safety
Carla Szalewicz	Domestic Relations
Zach Norwood	Planning
Mark Phelan	Maintenance
Kelly Schwab	Human Services
Tonya Moyer	Care Center Director
Brittany Johnston	Human Resources
Ellie Donnell	HR/Payroll
Mike Crowley	Meadville Tribune
Bill Hohlmann	Connect 55+ Resident
Peggy Turford	Connect 55+ Resident
Roy Turford	Connect 55+ Resident
Stephanie Martin	Connect 55+ Resident
Joanne Dunlap	Connect 55+ Resident
Chris Johns	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 June 22, 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on July 6, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$15,350,690.38 for the period ending June 21, 2022. Mr. Weiderspahn seconded and the motion carried. It was noted that this amount is high including ARPA Funds.

Executive Session was held on June 27, 2022 commissioners met with Treasurer to discuss possible Hotel Bed Tax litigation.

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify to purchase a Dell Latitude 3520 and MS Office license, total cost of \$1,294.42, cost to the county is zero, this will be purchased with incentive funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the creation of a part-time Assistant Public Defender position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of \$7,076.75 to the Overhead Door Company of Franklin for replacement of operational spring for the north vehicle sally port door. This is a non-budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the price increase for the Replacement 7.5-ton Carrier RTU from \$10,562.91 (quoted 10.4.21 and approved 6.22.22) to \$12,892.67. The revised price includes increased manufacturer and crane pricing. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to have Better View Window Clean come to clean the exterior windows of the Judicial Center at a cost of \$1,288.00. This will be the first exterior window cleaning since early in 2017 when the build was completed. (Two other quotes were requested from Hendrick's Window Cleaning- \$1,475.00 and Humble Bee Window Cleaning – no quote received.) Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase Requisition for a laptop replacement screen in the amount of \$159.99 per attached quote from Dell Technologies that was obtained by IT. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the placement of \$8,219,095.50 in ARPA (round2) funds. \$4M placed in Erie Bank for various terms and \$4,219,095.50 placed in PLGIT for various terms. Mr. Soff seconded and the motion carried. (It was noted that this is not additional \$ monies)

Mr. Soff made a motion to ratify the placement of \$3,009,013.41 in ARPA (round 1) funds from matured CDs. \$1M placed in an Erie Bank CD for a 3-month term and \$2,009,013.41 placed in PLGIT TERM accounts for a 3-month term. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the renewal of the DPS Remote Access software for a single user at a cost of \$660.00. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$2,500.00 for the annual retainer fee to McCutcheon Enterprises for the Haz-Mat Team. Budgeted out of the HazMat Safety Fund. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$6,613.08 to Lumen/Century Link for annual maintenance on the backup center command posts. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$14,231.25 to Elk County for our portion of the ProQA license renewal and service plan. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$61,798.00 to Mobilcom to replace the wireline connections for six radio frequencies with wireless IP connections via Firstnet. Wireless funds will cover the cost of this project with no additional expense to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of an amendment to contract #C000075568 for the Community Development Block Grant Coronavirus (CDBG-CV) program. Approval authorizes Commissioner Henry and Commissioner Weiderspahn to sign electronically. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of three Precision 3650 Towers and six Dell 24" Monitors for a total of \$5,669.43. This purchase is being made out of the cap-x fund and will replace three computers in the Planning Office. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of invoice #1 from the Crawford County Federated Library System in the amount of \$26,842.17 for deployment of fiber internet to seven of the county libraries. This is paid for out of ARPA funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of invoice # 28 from Stiffler McGraw Associates, Inc. in the amount of \$276.82 for their engineering services associated with the Richmond Township CDBG project in May. This is paid for out of Crawford County's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of invoice # 29 from Stiffler McGraw Associates, Inc. in the amount of \$446.52 for their engineering services associated with the Beaver Township CDBG project in May. This is paid for out of Crawford County's CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the change of the title of Land Use Planner to Planner III in the Planning Office. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the change of the title of Community Planner to Community Development Specialist in the Planning Office. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoice from Courthouse Remodeling Project – Wheelchair Lift for Assembly Room – for \$ 91.71 from the City of Meadville. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay invoice from Courthouse Remodeling Project - HVAC Project – in the amount of \$ 1,922.00 from The Home Depot. Mr. Weiderspahn seconded and the motion carried.

Mr. Phelan skipped to ratify approval to pay invoices from Courthouse Remodeling Project – Wall Heaters/Thermostat Project - \$ 119.04. These invoices will be paid with different \$ monies.

Mr. Weiderspahn made a motion to ratify approval of invoices from Courthouse Remodeling Project- New Assessment Office - in the amount of \$ 237.49. Mr. Soff seconded and the motion carried.

- Bulldog Lock and Safe, LLC - \$ 61.00
- The Home Depot - \$ 176.49

Mr. Soff made a motion to ratify approval of invoices from Courthouse Remodeling Project – Register & Recorder Office Remodel – in the amount of \$ 88.10. Mr. Weiderspahn seconded and the motion carried.

- City Of Meadville - \$ 64.50
- Grainger - \$ 23.60

Mr. Weiderspahn made a motion to ratify approval of invoices from Courthouse Remodeling Project – New ADA Ramp - \$ 7,639.16. Mr. Soff seconded and the motion carried.

- Powell's Portable Toilets - \$ 125.00
- Scobell Company, Inc. - \$ 7,388.20
- Tractor Supply Co. - \$ 125.96

Mr. Soff made a motion to ratify approval of invoice from New Backup 911 Center Project at Fairgrounds – for \$ 219.94 from Ace Contractor Center. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay A&MP Electric, Inc. – to maintain and repair electrical hookup at Fairgrounds - \$ 1,488.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a quote from Canadohta Security- to install 6 new security cameras in Exhibit # 1 Building at the Fairgrounds - \$ 3,250.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify payment to Center for Family Services, Inc. (ERAP622) for the delivery of ERAP 2 services through 6/22/22 totaling \$ 204,520.68 with no cost to the county. All paid with ERAP 2 funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Keymark (One Additional OnBase License). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – McCandless Ford (Repairs for #9). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Streamline Verify (OIG Compliance Software). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Titusville Housing Authority (2 Staff to PAHRA Joint Spring Conference and Expo June 12 – 15, 2022). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – United Airline (Airline Ticket for Kinship Placement). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve SOC Contracts FY 22/23 from New Beginnings Church of God DBA Water's Edge Christian Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following HAP and HSDF Grant Contracts FY 22/23: Mr. Weiderspahn seconded and the motion carried.

- Center for Family Services, Inc. (Case Management)
- Center for Family Services, Inc. (Rental Assistance)
- Center for Family Services, Inc. (Food Pantry)
- Crawford County CASA, Inc.
- Crawford County Coalition on Housing Needs, Inc. (Emergency Shelter)
- Crawford County Coalition on Housing Needs, Inc. (Liberty House Transitional Housing)
- Crawford County Drug & Alcohol Executive Commission, Inc.
- Crawford County Mental Health Awareness Program, Inc.
- Crawford County School for Adult Education
- Meadville Martin Luther King Jr. Scholarship Fund, Inc.
- Titusville Regional Literacy Council
- Titusville YMCA
- United Way of the Titusville Region
- Women's Services, Inc. (The Greenhouse)
- Women's Services, Inc. (Child Abuse Awareness Program)
- YWCA Titusville (Case Management)
- YWCA Titusville (Rental Assistance)
- YWCA Titusville (St. James House Shelter)

Mr. Weiderspahn made a motion to approve the following CYS/JP Contracts FY 22/23 from Adoption Connection, PA. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following CYS/JP Contracts FY 22/23 from Bethesda Lutheran Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following CYS/JP Contracts FY 22/23 from Jefferson County Juvenile Detention Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following CYS/JP Contracts FY 22/23 from JusticeWorks YouthCare, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following CYS/JP Contracts FY 22/23 from Keystone Adolescent Center, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following CYS/JP Contracts FY 22/23 from Outside In School of Experiential Education, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the following MH/ID/EI Contracts FY 22/23 from Crawford County Mental Health Awareness Program, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following MH/ID/EI Contracts FY 22/23 from Mercer County Behavioral Health Commission, Inc. Mr. Weiderspahn seconded and the motion carried.

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

CYS/JP Contracts FY 22/23:

- Appalachian Youth Services, Inc.
- C.H.I.L.D., Inc.
- Community Alternatives, Inc.
- Families United Network, Inc.
- Family Pathways
- Family Service & Children's Aid Society of Venango County, Inc.
- LifeSpan Family Services of PA
- Lisa Pierro
- Merakey Pennsylvania
- Pressley Ridge
- White Deer Run, LLC

Professional Contracts FY 22/23:

- Eric J. Nikolaison

Mr. Soff made a motion to approve Purchase Requisitions in the amount of \$840,870.60. Mr. Weiderspahn seconded and the motion carried.

• PA Counties Health Insurance	\$702,968.60
• Penn State Extension	\$ 52,500.00
• Penn State Extension	\$ 20,000.00
• CYS	\$ 17,780.00
• Community Health Services	\$ 47,622.00

Mr. Weiderspahn made a motion to ratify to re-title the Controller position at the Care Center to Accounting/Payroll Assistant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution gifting 2006 Chevrolet Trail Blazer to Saegertown Volunteer Fire Department for practice of emergency extrication. 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, July 20, 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