

The Crawford County Board of Commissioners met on Wednesday, June 22, 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
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Gary Allizzeo	Shafer Law Firm
Matt Digiacomio	Voters Services/IT
Heidi Shiderly	Court Admin
Joe Galbo	Assessment
Jack Greenfield	CCCCF
Carla Szalewicz	Domestic Relations
John Swick	CCHA
Will Paczkoski	Shafer Law Firm
Tim Brown	IT
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Brittany Johnston	Human Resources
Ellie Donnell	HR/Payroll
Kenny Johnston	Vantage
Keith Gushard	Meadville 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 June 8, 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on June 15, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,257,188.82 for the period ending June 21, 2022. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions:

- A. June 7, 2022 personnel discussion with Planning Department

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the Resolution for the Crawford County Hospital Authority 2022B Note Issuance. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Tax Refund to Kyle A. & Andrea M. Ball due to clerical error on parcel #4205-043 (PID #27994) located at 24574 Pinewoods Road, Cambridge Springs, PA 16403. This will need presented to and approved by the Commissioners. As stated in the attached letter, a correction has been made for the 2022 tax year; this refund is for the overpayment on their 2021 taxes. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of the (21) Wi-Fi Access Points from CDI totaling (\$6,656.16) for ITS and (3) - Wi-Fi Access Points (\$950.88) for HS from CDI totaling \$7,607.04. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of copier maintenance and supply agreement with Hagan Business Machines. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of (1) Redman XP instructor suit, (2) Redman Training mats, (2) Redman Striking Pads. All items are needed to facilitate defensive tactics training. To be purchased from Botach INC. at the total price of \$3218.00. This is a budgeted purchase. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of (6) Phenom Tactical riot suits. Purchase to ensure the safety of staff and inmates during cell extractions. To be purchased from Botach INC. at the price of \$3150.00 This is a budgeted purchase. (\*\*Freight in the amount of \$300.00 for items A & B was added on the invoice, but was not previously presented at work session\*\*) Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of (1) 22" Metal incased monitor for replacement of a broken one. To be purchased from Global Correctional System at the cost of \$768.00. This is a budgeted purchase. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to Purchase 4 new vests and 2 Carriers in the amount of \$3,631.74. (Budgeted 3 vests, purchasing 4th one for new hire.) Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Rapiscan Maintenance Agreement for X-Ray machines at Judicial Center in the amount of \$9,240.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Rapiscan Maintenance Agreement for X-Ray machine in Courthouse in the amount of \$5,060.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the contract with Vantage LTC for the Consultant Pharmacist Retainer. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Billing Amendment with Affinity Health Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Amendment with Vantage LTC for the Pharmaceutical Services Agreement. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Diagnostic X-Ray Services for Mobile Imaging Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the quote from Absolute Fire Protection to correct deficiencies in the sprinkler system in the amount of \$13,520.00 to be paid from Maintenance Outside Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the quote from Ross Plumbing and Heating to replace a 7.5-ton Carrier RTU and compressor in the amount of \$10,562.91 to be paid from ARPA Funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify execution of a nondisclosure agreement (NDA) between Windstream Services and Crawford County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify execution of a nondisclosure agreement (NDA) between Crown Castle and Crawford County. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify execution of a nondisclosure agreement (NDA) between Armstrong Cable and Crawford County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to execute an engineering and construction services contract with Herbert, Rowland & Grubic, Inc. for the East Branch Trail and Knox & Kane Trail project. The \$315,960.00 contract is paid for by Crawford County's Appalachian Regional Commission (ARC) grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #26 from Stiffler McGraw in the amount of \$725.09 for their April 2022 Beaver Township's Community Development Block Grant (CDBG) project engineering services. This is paid for by Crawford County's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #27 from Stiffler McGraw in the amount of \$381.00 for their April 2022 Steuben Township's Community Development Block Grant (CDBG) project engineering services. This is paid for by Crawford County's CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice # 77256 from the Meadville Tribune in the amount of \$428.25 for the public notice of the City of Meadville's Huidekoper Park ERR. This is paid for by the City of Meadville's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #2 from Dynasty Construction Unlimited Inc. in the amount of \$35,283.60 for work complete on Vernon Township's municipal building improvements project. This is paid for by Vernon Township's FY 2018 and 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice # 4974 from Crawford Area Transportation Authority (CATA) in the amount of \$97.05 for their May 2022 Rural Family + Workforce Transit Program expenses. This is paid for by Crawford County's FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay Mark A. Johnson, Electrical Contracting – 1st billing of the Exhibit # 1 exhaust fan - \$ 6,700.00 – paid by ARPA monies in Buildings & Grounds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoice from Courthouse Remodeling Project - HVAC Project – in the amount of \$ 88,971.00. Mr. Soff seconded and the motion carried.

- Meadville Redi-Mix Concrete, Inc. - \$ 880.00
- Perry Construction Group, Inc. - \$ 85,465.00
- Tower Engineering, Inc. - \$ 2,626.00

Mr. Soff made a motion to approve to pay Brian J Noah, Project Manager – Professional Services for May 2022 - \$ 810.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of invoices from Courthouse Remodeling Project-New Assessment Office - in the amount of \$ 9,150.00 from Foulk's Flooring America. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of invoices from Courthouse Remodeling Project – Register & Recorder Office Remodel – in the amount of \$ 10,150.00 from Foulk's Flooring America. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of invoice from Stiffler McGraw & Associates, Inc. - Professional Services for ADA Ramp at Courthouse– Invoice # 7 - \$ 831.72. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice from Stiffler McGraw & Associates, Inc. – Professional Services for ADA Ramp at Courthouse – Invoice # 8 - \$ 343.25. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay Powell Sanitation and Construction – clean out sewer lines at Fairgrounds - \$ 675.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of invoice from Courthouse Remodeling Project – New Treasurer's Office - \$ 345.00 from The Hite Company. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve MATP Assurance of Compliance for FY 22/23. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify Payment to Center for Family Services for ERAP53122, ERAP53122-2, ERAP53122-HN, ERAP60322-2, ERAP6322-HN. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve PCYA's Memorandum of Understanding for CAPS Technical Support for 5/16/22 – 6/30/23. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisition – Traveler's Café (Annual ISP Rollover Lunch for ID SC's). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Purchase Requisition – Western Psychological Services (ABAS-3 Assessments). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisition – Word Systems, LLC (5/1/22 – 4/30/23 Maintenance Renewal for Children's Interview Center's iRecord-Universe Equipment). Mr. Weiderspahn seconded and the motion carried

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 21/22 from Bethesda Lutheran Services – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Professional Contracts FY 22/23 from Sign Language Interpreting Professionals, LLC. Mr. Weiderspahn seconded and the motion carried

Mr. Weiderspahn made a motion to approve Purchase Requisitions in the amount of \$47,393.68. Mr. Soff seconded and the motion carried.

- MaherDuessel 25,000.00
- Crawford County Human Services 14,919.87
- Svetz Energy Services 1,714.00
- Starn Marketing 3,786.78
- Dell Marketing LP 1,973.03

Mr. Soff made a motion to approve the notice of the increase of Mileage to IRS rate of \$.625 per mile effective 7/1/2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made motions to approve the following contracts. Mr. Soff seconded and the motions carried.

- West Mead Police for Security during the Fair \$5,393.00 for Saturday 20<sup>th</sup> through Saturday the 27<sup>th</sup>
- Portlock for cleaning of restrooms \$4,000.00 for fair week
- County Redford opening county music act for Friday 26<sup>th</sup>
- The Hillbilly Way main country music act on Friday 26<sup>th</sup>

Mr. Weiderspahn made a motion to approve the following Hourly Rates for Workers. Mr. Soff seconded and the motion carried.

- Office Staff
  - Secretary \$13.00
  - Assistant Secretary \$12.00
  - Fair Entry \$ 8.50
  - All Others \$ 7.25
- Grandstand
  - Supervisor \$ 9.00
  - Workers \$ 7.25
- Gate Workers
  - All Workers \$ 7.25
- Grandstand Cleaning \$ 7.25
- Stage Hands \$ 7.25
- Riggers \$60.00
- Poultry \$ 6.25
- Sanitation \$ 7.00

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, July 6, 2022. There being no further items to address, Mr. Weiderspahn made a motion to adjourn. Mr. Soff seconded and the motion carried.

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Eric Henry, Chairman

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John Christopher Soff, Commissioner

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Francis F. Weiderspahn, Jr., Commissioner