

The Crawford County Board of Commissioners met on Wednesday, March 23, 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
Keith Button	Solicitor
Matt Digiacommo	Voters Services/IT
Holly Varndell	JPO
Scott Hatton	IT
Joe Galbo	Assessment
Kim Shay	Court Admin
Brenda Schmidt	CC Solid Waste Authority
Jack Greenfield	CCCCF
Jessalyn McFarland	Voters Services
Brittany Johnston	HR Director
Nicole Graham	HR Deputy Director
Ellie Donnell	HR/Payroll
Mark Phelan	Maintenance
Sue Watkins	Human Services
Zach Norwood	Planning
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Greg Beveridge	Public Safety
Kevin Tommaney	Armstrong Cable
Sean Ray	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 March 9, 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on March 16, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,709,688.86 for the period ending March 22, 2022. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve to accept the 2022 mowing agreement between Crawford County Juvenile Probation and the Crawford County Conservation District. Mowing, cleanup and trimming services will be completed for the Conservation District at Woodcock Creek Nature Center and Stainbrook Park areas in exchange for a one-time fee of \$4,500 payable to Crawford County Juvenile Probation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve and send payment to the Erie County Coroner's Office in the amount of \$7,000.00 for the 2022 retainer fee for Forensic Pathologist services. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the repair cost for the Extron Annotator in Courtroom 1 in the amount of \$1,625.00. Repair and work to be done by Horizon. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$9,250.00 to COMMSYS for the implementation of ASAP to PSAP technology in the 911 center. This expense will be covered with wireless funds at no additional expense to Crawford County. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2020 for 2021 refunds for Movies @ Meadville tax appeal. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2020 for 2021 refund for Deeter, Timothy. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the appointment of members to the Solid Waste Advisory Committee. Mr. Soff seconded and the motion carried.

- Township Representative: Robert Horvath, Vernon Township
- City Representative: Jeanne Smith, City of Meadville
- Environmental Organization Representative: Brian Pilarcik, Crawford County Conservation District
- Borough: Mark Nickerson, Blooming Valley Borough
- Private Recycling Sector Representative: Ed Grieser, Hydro Blox
- Private Waste Sector Representative: Jerry Bowser, Tri-County Industries
- Private Industry: David Washousky, Conservation Compost
- County Resident: Robin Coxson, Summit Township

Mr. Soff made a motion to sign the Disposal Capacity Agreements with landfills interested in being included in the County Solid Waste Plan. Mr. Weiderspahn seconded and the motion carried.

- Seneca Landfill
- Greentree Landfill
- Evergreen Landfill
- Lake View Landfill
- Chestnut Valley Landfill

Mr. Weiderspahn made a motion to approve the designation of Brenda Schmidt as the County Recycling Coordinator. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve permission to apply for the 903 Grant to cover the approved expenses of the 2021 County Recycling Coordinator position. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the changed 2022-2024 MS Enterprise Agreement from CDWG for the \$111,320.11 for first year and \$115,967.12 for year 2023 and 2024. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a 5-year hardware support of 3 critical county switches from DES for \$12,342.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a 4-year network support agreement with DELL for \$23,696.22. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Adobe Acrobat Enterprise one year software contract from CDWG for \$2,971.82. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a Dell Desktop for ITS from DELL for \$1,408.38. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the retainer invoice with LW Consulting for the 2021 Cost Report in the amount of \$1,250.00 to be paid from. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the contract with ACL for the lab printer usage at the facility. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the contract with the Department of Veterans Affairs for the 5-year IDC Contract. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the contract with Point Click Care for lab service integration. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Windstream for DSL Service for 2 years at 16871 Craig Road for the Learning Center usage. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to create seven (7) 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 and \$3.50 Care Center HRSA ARPA Pay to total \$20.00. Positions 3651-013, 3651-014, 3615-015, 3615-016, 3615-017, 3615-018, 3615-019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from Pashek MTR for the City of Titusville's Diamond Street Park engineering services in the amount of \$1,413.63. This is paid for through the City of Titusville's FY2019 Community Development Block Grant (CDBG) program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay an invoice from Meadville Tribune in the amount of \$445.00 for the East Branch Trail and Knox & Kane invitation for bid advertisement. This is paid for through the ARC Power Grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice from Meadville Tribune in the amount of \$791.50 for the invitation to bid advertisement for the City of Meadville's FY 2020 paving project. This is paid for through the City of Meadville's FY 2020 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to reimburse Crawford Area Transportation Authority for their February 2022 invoice for the Rural Family Workforce Transit Program

(RFTWP) in the amount of \$138.90. This is paid for through Crawford County's FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay three invoices from Stiffler McGraw in the amount of \$19,431.98 for their January engineer services for the following projects. These invoices are being paid for through the County's FY 2018 and 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

- Steuben Township FY 2019 CDBG Project - \$6,388.30
- Richmond Township FY 2018 CDBG Project - \$3,112
- Beaver Township FY 2018 CDBG Project - \$9,931.68

Mr. Weiderspahn made a motion to approve to reimburse Townville Borough for completion of their Act 13 At-Risk Bridge - West Freemont Road Culvert No. 1 project in the amount of \$60,000.00. This is paid for through Crawford County's Act 13 program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay The EADS Group for Engineering Services for Bridge # 26 – Glynden Rd - \$ 8,848.50 – this will be paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice for February 2022 Professional Services for Brian J. Noah, County Project Manager - \$ 2,133.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify an invoice from Courthouse Remodeling Project-New Assessment Office - in the amount of \$ 523.91. Mr. Weiderspahn seconded and the motion carried.

- Ace Contractor Center - \$ 332.15
- The Home Depot - \$ 191.76

Mr. Weiderspahn made a motion to ratify an invoice from Courthouse Remodeling Project-Register & Recorder Remodel - in the amount of \$ 2,275.94. Mr. Soff seconded and the motion carried.

- Ace Contractor Center - \$ 92.46
- The Home Depot - \$ 334.33
- Sherwin-Williams \$ 387.84
- Tractor Supply - \$ 59.98
- Weber Electric - \$ 1,401.33

Mr. Soff made a motion to ratify an invoice from Home Depot - for New Backup 911 Center Project at Fairgrounds – in the amount of \$ 122.21. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice for advertisement of bid acceptance - new ADA compliant ramp – Meadville Tribune - \$ 839.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire Perry Construction to install a new HVAC system in the Courthouse for \$2,217,000.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay the City of Meadville for the building permit for the new HVAC system in the Courthouse - \$ 27,794.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire Gildea Construction to build a new ADA compliant ramp to the front of the Courthouse, install new front doors and replace exterior tile at the entranceway for \$ 391,900.00 plus \$ 135.00/tile. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MATP Final Allocation for FY 20/21. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Purchase Requisition – Dell, Inc. (Laptop for D. Lesik). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a Purchase Requisition – Dell, Inc. (18 Tablets and 7 Laptops for CCHS, plus 3 Laptops for the County). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Purchase Requisition – Gabrielle Bonesso (SOC Trauma Conference Keynote Address and Workshop 3/29/22). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a Purchase Requisition – Leonard’s Auto Service & Towing (Repairs for #4). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a Purchase Requisition – Leonard’s Auto Service & Towing (Repairs for #28). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a Purchase Requisition – Meadville YMCA (Infant Mental Health Training May 9th, May 23rd, June 6th and June 20th, 2022). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Purchase Requisition – Neighborhood Resilience Project (Trauma Informed Community Development Institute 6/12/22 – 6/18/22 for Four Attendees). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a CYS/JP Contracts FY 21/22 from Summit School, Inc. DBA Summit Academy – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify a Professional Contracts FY 21/22 from Center for Family Services, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Purchase Requisitions in the amount of \$98,714.00. Mr. Soff seconded and the motion carried.

- Oil Region Alliance 50,000.00
- NWPA NTMA 28,000.00
- Crawford County Historical Society 2,000.00
- Crawford County Coalition on Housing Needs 17,000.00
- Svetz Energy Services 1,714.00

Mr. Soff made a motion to ratify Purchase Requisitions in the amount of \$9,589.03. Mr. Weiderspahn seconded and the motion carried.

- Siemens Industry, Inc 8,629.03
- Horizon Information Services 960.00

Mr. Henry made a motion to approve creation of a Fire Commission. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry made a motion to approve creation of an EMS Commission. Mr. Soff 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, April 6, 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