

The Crawford County Board of Commissioners met on Wednesday, May 25, 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 Digiacomio	Voters Services/IT
Heidi Shiderly	Court Admin
Jack Greenfield	CCCF
Carla Szalewicz	Domestic Relations
Joe Galbo	Assessment
Brittany Johnston	HR Director
Ellie Donnell	HR/Payroll
Mark Phelan	Maintenance
Sue Watkins	Human Services
Zach Norwood	Planning
Dave Powers	Sheriff
Tonya Moyer	Care Center Director
Sean Ray	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 May 11, 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on May 19, 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,864,800.33 for the period ending May 24, 2022. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify contract with PalAmerican Security. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the installation of a new doorway and correctional grade fire door with current CCCF locking systems. Installation to be completed by The Wilkins Company. Cost of project is \$8192.92. To be paid with commissary funds at no cost to the Crawford County tax payers. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay a \$8,000 Invoice # T158-22 Movies at Meadville appraisal pursuant to Outstanding Tax Appeal not originally budgeted in 2022 Budget. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment for the 2021-2022 IGT wire transfer in the amount of \$2,726,166.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment for the 2021 Q4 and 2022 Q1 PANF wire transfer in the amount of \$116,098.36. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment for the 2022-2024 PACAH Bonds Renewal in the amount of \$1,725.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with HVA for tuition in the amount of \$1,275.00 and books in the amount of \$50.00 per person. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Titusville Area Hospital dba Meadville Community Health Center- Behavioral Health for Psychiatric Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice from Daniels SharpSMART for early termination in the amount of \$5750.85 to be paid from Maintenance Agreements. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay City of Meadville – building permit for the ramp project at the Courthouse - \$ 1,151.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoices from Courthouse Remodeling Project - HVAC Project – in the amount of \$ 48,154.00. Mr. Soff seconded and the motion carried.

- Grainger - \$ 65.39
- Meadville Redi-Mix Concrete Inc. - \$440.00
- Perry Construction - \$ 47,714.00

Mr. Soff made a motion to ratify approval of invoices from Courthouse Remodeling Project- Register & Recorder Remodel - in the amount of \$ 60.30 from The Hite Company. 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 \$ 1,446.20. Mr. Soff seconded and the motion carried.

- Ace Contractor Center - \$ 28.98
- Foulk's Flooring America - \$550.00
- Hite Company - \$ 30.15
- Mark A. Johnson - \$ 550.00
- Sherwin Williams - \$ 287.07

Mr. Soff made a motion to ratify approval to pay Mobilcom – to remove all the old antenna and wiring from the roof of the Courthouse - \$ 1,200.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to hire Clarion Environmental to remove asbestos shingles from the Maintenance Building in Saegertown - \$ 6,977.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire Alvin Hostetler to install a metal roof on the Maintenance Building in Saegertown - \$ 5,375.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Community Care Behavioral Health Organization's Behavioral Health Network Provider Agreement. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the EI I&E Report for FY 20/21. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Midnight Sun Computing, LLC Consulting Agreement. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Payment to Center for Family Services, Inc. for ERAP42922, ERAP42922-2, ERAP42922-HN, ERAP50622, ERAP50622-2, ERAP50622-HN. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the SOC Contracts FY 21/22 for Crawford County Mental Health Awareness Program, Inc. – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the SOC Contracts FY 21/22 for Women's Services, Inc. – Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contracts FY 21/22 for Central Counties Youth Center. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 22/23 for Achievement Center of LECOM Health. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 22/23 for Child to Family Connections, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 22/23 for Family Service & Children's Aid Society of Venango County, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 22/23 for Family Services of NW PA. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 22/23 for The Arc of Crawford County, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 22/23 for Titusville Area Senior Citizens Corporation. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment of advertisement costs to The Titusville Herald in the amount of \$326.20 for the Request for Proposals advertisement for the Appalachian Regional Commission (ARC) POWER grant. This is paid for out of Crawford County's ARC POWER grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify payment of advertisement costs to The Titusville Herald in the amount of \$538.70 for the bid advertisement for the removal of architectural barrier project for Beaver, Richmond, and Steuben Township. This is paid for out of Crawford County's Community Development Block Grant (CDBG) program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of invoices from the Meadville Tribune in the total amount of \$971.25 for the following advertisements. These are paid for by Crawford County's CDBG program. Mr. Weiderspahn seconded and the motion carried.

1. FY 2022 CDBG Crawford County 1st Public Hearing Notice - \$485.25
2. FY 2022 CDBG Fair Housing Office Notice - \$282.75
3. FY 2022 CDBG 504 Officer Notice - \$203.25

Mr. Weiderspahn made a motion to approve payment of invoices from the Meadville Tribune in the total amount of \$1,696.75 for the following advertisements. These are paid for by Vernon Township's CDBG program. Mr. Soff seconded and the motion carried.

1. FY 2022 CDBG Vernon Township 1st Public Hearing Notice - \$344.25
2. FY 2022 CDBG Roche Park improvements invitation for bid - \$1,352.50

Mr. Soff made a motion to approve payment of invoices from the Meadville Tribune in the total amount of \$1,891.75 for the following advertisements. These are paid for by the City of Meadville's CDBG program. Mr. Weiderspahn seconded and the motion carried.

1. FY 2022 CDBG City of Meadville 1st Public Hearing Notice - \$482.25
2. FY 2022 CDBG CCCHN emergency shelter roof replacement invitation for bid.

Mr. Weiderspahn made a motion to approve payment of invoice #00004931 from CATA in the amount of \$129.40 for their April Rural Family Work Force Transit Program (RFWTP). This is paid for out of Crawford County's 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the execution of a letter of understanding between Crawford County and West Fallowfield Township for the FY 2020 and FY 2021 CDBG project, Rocky Glenn Road culvert replacement. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of invoice application #2 from Fred L. Burns in the amount of \$18,826.92 for FY 2018 CDBG Removal of Architectural Barriers project in Richmond Township. This is paid for by Crawford County's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve invoice application #2 from Fred L. Burns in the amount of \$16,332.22 for FY 2019 CDBG Removal of Architectural Barriers project in Steuben Township. This is paid for by Crawford County's CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of invoice application #2 from Fred L. Burns in the amount of \$36,196.63 for FY 2018/2019 CDBG Removal of Architectural Barriers project in Beaver Township. This is paid for by Crawford County's CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisitions in the amount of \$86,714.00. Mr. Weiderspahn seconded and the motion carried.

- Community Health Services 36,714.00
- Crawford Area Transportation Authority 50,000.00

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$143,312.48. Mr. Soff seconded and the motion carried.

- CNB Bank 83,701.44
- CNB Bank 59,611.04

Mr. Soff made a motion to approve the position of Accounting Assistant for the Finance Department. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the 2021-2022 PCORP Loss Prevention Grant Application for \$30,000 for multiple safety improvement projects. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the fair board recommendation for Dan Arnett to fill the unexpired term of vacancy left by Leroy Stearns. 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, June 1, 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