

The Crawford County Board of Commissioners met on Thursday, November 10, 2022 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary
Christine Krzysiak	Treasurer
Matt Digiacomo	IT/Voters Services
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Dave Powers	Sheriff
Heidi Shiderly	Court Admin
Paula DiGiacomo	District Attorney
Holly Vardell	JPO
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Tonya Moyer	Care Center
Staci Porter	Care Center
Sue Watkins	Human Services
Keith Gushard	Tribune
Kevin Tommaney	Armstrong Cable

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 October 26, 2022.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on November 2, 2022.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,582,397.10 for the period ending November 8, 2022. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the Continuing Legal Education Training – Registration Fees, Hotel Rooms, Meals, County Vehicle costs, parking....etc. for the DA, and 2-ADAs at a cost of \$4,070.33. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 5 Home Guard HG 20/20 cellular units @ \$1,850.00 per unit and the annual Telco service charge of \$1,250.00. Total purchase agreement with BI, Costars will be for \$10,500.00. This is the second installment of new equipment being requested to replace the old equipment which will be obsolete December 31st. Money to cover this purchase is allocated through Needs Based Funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of an HP Color Laser Jet Pro M283fdw-multifunction printer for \$563.31. This will replace the current 2nd floor printer, which is unable to be repaired because replacement parts are not available per Hagan. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase and installation of an exterior surveillance camera at the Public Safety building. Total cost to Mobilcom is \$544.82. Current camera failed on October 21st. Wireless funds will be used to cover the expense. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MOU with the City of Meadville Fire Department to house and operate a 2013 Car mate Trailer for Hazardous Materials Incident response purposes. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$94,324.00 to “I Am Responding” for a five-year subscription beginning 01-01-2023. IAR is the only provider that will integrate with the Rapid SOS platform to provide enhanced communications with Emergency Responders. This project will be paid for with ARPA funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of iPad for MDJ Linesville On Call work from AT&T for \$384.99 and on-going monthly service contract at \$36.00/month. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to change RNAC position 3604-004 from 80% FTE to 60% FTE effective 11/7/22. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve purchase agreement with BioMerieux for instruments, consumables and services, to be paid with ARPA funding, at \$30,488. Mr. Soff seconded and the motion carried.

- BioFire Instrument, accessory kit, warranty: \$22,500
- Extended Warranty: \$4,688
- 30 BioFire EUA test panels: \$3,300

Mr. Soff made a motion to approve the invoice with RE Michael Company for \$793.35 for a replacement motor for the Memory Gardens Roof Top Unit. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the invoice with CDWG for \$756.49 for a replacement Spectralink 8440 phone for Memory Gardens. Mr. Soff seconded and the motion carried.

- Phone \$619.93
- Battery \$75.96
- Adapter \$20.75
- Extended Agreement \$39.85

Mr. Soff made a motion to approve the proposal from Farley Solutions to assist with the annual required Medicare and Medicaid cost report preparation services for \$4,250 with a \$1,500 retainer. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Point Click Care subscription proposal for Automated Care Messaging at \$394.23/month starting 2/1/23 (90 days free trial and set up fees waived) and Practitioner Engagement Feature at \$834.66/month starting 2/1/23 plus \$1,000 professional services set up fee. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice with Absolute Fire Protection for \$2,873.33 for pipe repairs identified on the 7/11/22 inspection. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice with Absolute Fire Protection for \$1,495.32 for valve repairs identified on the 7/11/22 inspection. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay invoices from Courthouse Remodeling Project – HVAC Project - \$340,161.00. Mr. Weiderspahn seconded and the motion carried.

- Perry Construction - \$ 12,325.00
- Perry Construction - Application # 6 - \$327,711.00
- Powell's Portable Toilets – \$125.00

Mr. Weiderspahn made a motion to ratify approval to pay invoice from Courthouse Remodeling Project – Courthouse Window Project – Tower Engineering Professional Services - \$2,626.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Brian J. Noah, Project Manager – Professional Services from 10/1/22 to 10/31/22 - \$ 1,570.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice - Scobell Company, Inc. – to replace 4” gate valve in the boiler room at the Courthouse - \$1,378.62. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Scobell Company, Inc. – to remove and install 6 new sections in the Weil-McLain boiler at the Courthouse - \$32,080.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice to Rabe Environmental Systems, Inc. – to rebuild a Leonard Thermostatic mixing valve and install a temperature sensor at the Renewed Life Haven – \$5,152.17 – this will be paid by Human Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Rabe Environmental Systems, Inc. – for service calls on 8/27/22, 8/29/22, 8/30/22 and 9/1/22 – due to no hot water in the Renewed Life Haven - \$9,513.00 – Invoice covers a new circulating pump as well as other plumbing supplies to fix water system – this will be paid by Human Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to encumber Liquid Fuels Tax Funds towards the Rehab of County Owned Bridge # 8 – Creek Rd - in Cussewago Twp. Total amount encumbered will be \$175,000.00, which is the estimated construction cost. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 3 from Fred L. Burns, Inc. in the amount of \$10,973.83 for removal of architectural barriers at Beaver Township. This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of Application for Payment No. 4 from Fred L. Burns, Inc. in the amount of \$5,256.99 for removal of architectural barriers at Beaver Township. This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 1 from Francis J. Palo, Inc. in the amount of \$205,395.74 for the Brady Tunnel. This is paid for out of the ARC POWER Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #164421 from HRG, Inc. in the amount of \$44,100.00 for their September 2022 engineering services. This is paid for out of the ARC POWER Grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoices # 38, #39, and, 40 from Stiffler McGraw Associates, Inc. in the amount of \$571.50 for their engineering services associated with the following projects: This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

- Richmond Township \$190.50
- Beaver Township \$190.50
- Steuben \$190.50

Mr. Weiderspahn made a motion to approve to pay invoice # 8799 from the Titusville Herald, Inc. in the amount of \$265.00 for the FY 2022 CDBG 2nd Public Hearing Notice. This is paid for by the FY 2022 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 3 from Fred L. Burns, Inc. in the amount of \$1,555.99 for removal of architectural barriers at Steuben Township. This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of Application for Payment No. 3 from Fred L. Burns, Inc. in the amount of \$7,202.28 for removal of architectural barriers at Steuben Township. This is paid for out of Crawford County's FY 2020 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 3 from Fred L. Burns, Inc. in the amount of \$4,201.56 for removal of architectural barriers at Richmond Township. This is paid for out of Crawford County's FY 2018 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of Application for Payment No. 3 from Fred L. Burns, Inc. in the amount of \$4,578.45 for removal of architectural barriers at Richmond Township. This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 4 from Fred L. Burns, Inc. in the amount of \$699.49 for removal of architectural barriers at Richmond Township. This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of Application for Payment No. 4 from Fred L. Burns, Inc. in the amount of \$5,371.59 for removal of architectural barriers at Steuben Township. This is paid for out of Crawford County's FY 2020 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 4 from Fred L. Burns, Inc. in the amount of \$4,672.12 for removal of architectural barriers at Richmond Township. This is paid for out of Crawford County's FY 2020 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MOU for 10/1/22 – 9/30/23 to Expand JPO's Graduated Response Program Through SOC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Payment to Center for Family Services, Inc. for (ERAP1019-2) and (ERAP1019-HN). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Personnel – Re-Appointment of Krysta Lynn Geer to CCHS Advisory Board. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Personnel – Re-Appointment of Matthew Adams to CCHS Advisory Board. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Keymark IMR (OnBase Maintenance Renewal for 12/1/22 – 11/30/23). Mr. Soff seconded and the motion carried.

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

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 22/23 from Achievement Center of LECOM Health – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 22/23 from Family Services of NW PA – Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 22/23 from Hand In Hand Mental Health Services, LLC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Professional Contracts FY 22/23 from Bonnie Guffey. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Invoices/Purchase Requisitions in the amount of \$60,133.00. Mr. Soff seconded and the motion carried.

- Community Health Services 57,383.00
- Pennsylvania Friends of Agriculture 2,750.00

Mr. Soff made a motion to **ratify** Invoices/Purchase Requisitions in the amount of \$670,783.91. Mr. Weiderspahn seconded and the motion carried.

- PA Counties Health Insurance 669,324.56
- Assured Partners 1,459.35

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, November 16, 2022. There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Weiderspahn seconded and the motion carried.

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Eric Henry, Chairman

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Francis F. Weiderspahn, Jr., Commissioner

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John Christopher Soff, Commissioner