

The Crawford County Board of Commissioners met on Wednesday, September 14, 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
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Matt Digiacommo	Voters Services/IT
Dave Powers	Sheriff
Heidi Shiderly	Court Admin
Tim Brown	IT
Holly Varndell	JPO
Beth Forbes	Register Recorder
Greg Beveridge	Public Safety
Dave Amy	Public Safety/GIS
Andrew Parkin	GIS
Paula DiGiacomo	District Attorney
Thomas Gilbertson	Planning
Mark Phelan	Maintenance
Krysta Simons	Human Services
Brittany Johnston	Human Resources
Ellie Donnell	HR/Payroll
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 August 24, 2022.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on September 7, 2022.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$4,199,617.18 for the period ending September 13, 2022. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the purchase of 1-year Veteran's Office firewall renewal from CDI for \$811.56. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Juvenile Probation Services Grant JJSES (Juvenile Justice System Enhancement Strategy) Implementation Plan from Juvenile Court Judges Commission (JCJC) in the amount of \$118,070.00. This grant supports development and improvement of juvenile probation services. This grant period covers 07/01/2022 to 06/30/2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Reynold Business Systems, a COSTAR vendor, for the conversion of the Recorder of Deeds and Register of Wills images to a PDF/A image format, compliant with the PHMC. The current quote, in the amount of \$34,372.30 for approximately 3,600,000 images, will be paid with the Recorder of Deeds Records Improvement funds when the project is completed. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the creation of Temporary Per Diem District Court Assistant position at MDJ Meadville Office. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to purchase equipment for Mobile LTC totaling \$1,471.25. This is Not a budgeted item. These items should be paid for with monies from the abandon Firearms sales from 2022, at no cost to the county. Mr. Soff seconded and the motion carried.

- Latitude 3520 Lap Top \$876.19
- Logitech C930.a Camera \$ 75.99
- Oxendure Camera Mount \$ 27.99
- Topaz Systems Signature Terminal \$245.54 X2 \$491.08

Mr. Soff made a motion to approve the lease with Raymond Miller for \$200.00 per month for the use of property near Sugar Lake as part of a communications tower project for Public Safety. This is in conjunction with the ARPA funded Sugar Lake tower project. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with the Facility Gateway Corporation for annual UPS maintenance at cost of \$1,229.00. This is a budgeted expense but with a new vendor with a savings of over \$3,300.00 per year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Palmetto Posting for 2022 Tax Upset Sale and 2021 Notice of Claim postings in the amount of \$55,290.40. This cost is passed on to the property owners and is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment to Government Software Services in the amount of \$10,671.55 for printing and shipment of 2022 per capita tax bills and duplicates – ½ of this printing will be reimbursed by the municipalities. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Government Software Services in the amount of \$1,120.14 for binding of 2022 per capita tax duplicates – ½ of binding will be reimbursed by the municipalities. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of invoice # 32 from Stiffler McGraw Associates, Inc. in the amount of \$190.50 for their engineering services associated with the Richmond Township CDBG project in July 2022. This is paid for out of Crawford County's FY 2018 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of invoice # 33 from Stiffler McGraw Associates, Inc. in the amount of \$190.50 for their engineering services associated with the Beaver Township CDBG project in July 2022. 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 invoice # 34 from Stiffler McGraw Associates, Inc. in the amount of \$190.50 for their engineering services associated with the Steuben Township CDBG project in July 2022. 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 ratify approval of a resolution of Crawford County appointing signatory privileges to Planning Director, Zachary Norwood, for the license agreement to receive Broadband Serviceable Location Production Fabric. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of invoice # 5099 from CATA in the amount of \$99.30 for transportation services provided for the Rural Family and Workforce Transit Program in July. 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 approve the execution of a letter of understanding between Crawford County and North and South Shenango Joint Municipal Authority for \$86,626.70 FY 2019 and \$38,373.30 CDBG-CV, 1st Street Sewer Mainline Extension Project, North Shenango Township. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project – Steam Trap Project – \$ 7,880.88. Mr. Soff seconded and the motion carried.

- Grainger - \$ 7,868.71
- Winters' Plumbing & Heating - \$ 12.17

Mr. Soff made a motion to pay invoice from Courthouse Remodeling Project – HVAC Project – \$ 47,571.00 Mr. Weiderspahn seconded and the motion carried.

- Perry Construction Group, Inc. - \$ 47,446.00
- Powell's Portable Toilets - \$125.00

Mr. Weiderspahn made a motion to pay Professional Services for Rehab of Creek Rd–Bridge # 8 – The EADS Group – \$ 5,584.97 – this will be paid by Act 89 funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to pay Professional Services for Rehab of Glynden Rd–Bridge # 26- The EADS Group - \$ 3,849.83 – This will be paid by Act 44 funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay LB Water for Geotextile Fabric for Fairgrounds –\$2,190.00 - this will be reimbursed by Fair Board. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to pay Powell Sanitation -pump campers at Fair – \$6,000.00 - this will be reimbursed by the Fair Board. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to hire Stantec Architecture and Engineering LLC - on a time and expense basis to develop documents and define scope of work to allow the county to seek bids on roof repairs at the Crawford County Care Center – The contract will not exceed \$ 25,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay Scobell Company, Inc. – to fabricate a new water header for steam boiler at the Courthouse - \$ 950.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to pay Brian Noah, County Project Manager - for Professional Services from 8/1/22 to 8/31/22 in the amount of \$ 2,619.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to Center for Family Services, Inc. for (ERAP81722), (ERAP81722-2), (ERAP81722-HN), (ERAP826-2), (ERAP826-HN). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – CDW Government (Document Scanner for File Room). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Family Links Training Institute (Assertiveness Training on October 4th, 2022). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Purchase Requisition –Vocelli Pizza (Lunch for CCHS Board Meeting August 15th, 2022). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Purchase Requisition – Whitmoyer Auto Group (2022 Ford Explorer 4WD XLT) Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Watchful Shepherd USA's Master Emergency Response Alarm System Agreement. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 21/22 for Center for Family Services, Inc. – Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contracts FY 21/22 for Child to Family Connections, Inc. – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the CYS/JP Contracts FY 22/23 for BDM Sisters Group Home, LLC. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contracts FY 22/23 for Crawford County Drug & Alcohol Executive Commission, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 22/23 for Cray Youth and Family Services, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP 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 CYS/JP Contracts FY 22/23 for MHY Family Services. Mr. Weiderspahn seconded and the motion carried.

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

Mr. Soff made a motion to approve the Professional Contracts FY 22/23 for United Way of Western Crawford County, Inc. Mr. Weiderspahn seconded and the motion carried.

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

- CYS/JP Contracts FY 22/23 from:
  - A Place for Hope, Healing and Transformation, LLC
  - Taylor Diversion Programs, Inc.
  - Vocational & Psychological Services
- MH/ID/EI Contracts FY 22/23 from:
  - Erie Homes for Children and Adults, Inc.
  - Northwest Tri-County Intermediate Unit 5
  - Touch-Stone Solutions, Inc.
- Professional Contracts FY 22/23 from:
  - Catherine Alfery-Darling
  - Sands Speech Therapy
  - Sonja Eckstrom

Mr. Soff made a motion to approve Purchase Requisitions in the amount of \$29,944.22. Mr. Weiderspahn seconded and the motion carried.

• Crawford County SCUBA Team	2,151.22
• Community Health Services	<u>27,793.00</u>
	\$29,944.22

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$676,197.40. Mr. Soff seconded and the motion carried.

• PCHIPC	676,197.40
----------	------------

Mr. Soff made a motion to approve the Contract from Tyler Technologies for the upgrade to MUNIS Software, to begin October 1, 2022. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of a Lexmark XX4240 Color Printer from Hagan's in the amount of \$2,569.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 3 – Fujitsu fi-8170 Document Scanners in the amount of \$2,969.97. 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, September 21, 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