

The Crawford County Board of Commissioners met on Wednesday, February 8, 2023 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
Tonya Moyer	CCCC
Lura Potts	CCCC
Breanna Seeley	CCCC
Carla Smith	Domestic Relations
Joe Galbo	Assessment
Heidi Shiderly	Court Admin
Tim Brown	IT
Holly Varndell	JPO
Greg Beveridge	Public Safety
Trevor Oates	APO
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Brittany Johnston	HR
Keith Gushard	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 January 25, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on February 1, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$6,975,364.51 for the period ending February 7, 2023. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the amended electronic monitoring agreement, Commonwealth of PA, Department of General Services DGS-COSTARS, between BI and Crawford County Juvenile Probation. This agreement remains the same as previously approved through Oct. 19, 2022. This amendment reflects the new number agreement, 042-004 and extends the agreement with no change to the contract daily fees, equipment or allowances. This contract is effective December 7, 2022 through December 6, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the amended request for two people to attend the ERICSA Conference in Savannah GA. Cost to the County is zero. Will be driving County Car/paying with incentive funds as budgeted. May 22 – 26, 2023.

Mr. Weiderspahn seconded and the motion carried. Commissioners Soff and Weiderspahn voted yes, with Commissioner Henry voting no.

Mr. Weiderspahn made a motion to ratify the purchase of the MS EA year 2 from CDWG for \$115,967.12. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Crawford County Bar Association for 2023 court attorney bar association fees in the total amount of \$6,821.60. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to sign the Commonwealth of Pennsylvania – Costars Agreement between BI Incorporated and Crawford County Adult Probation/Parole with no increase in rates from last year. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the renewal of a lease with the Crawford County SCUBA team for space at the Ryan Road station in the amount of \$300.00 per month for thirty-six months. This is a budgeted expense. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a replacement desktop PC for the GIS Technician as quoted by the I.T. Department at a cost of \$1,645.93. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 6 Microsoft Office licenses for the replacement PC's in the 911 center as quoted by the I.T. Department at a cost of \$1,829.94. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Commencing with the 2023 filing of appeals for the 2024 assessment roll, the Crawford County Board of Revision voted to recommend that the Commissioners adopt the following non-refundable filing fees. Mr. Soff seconded and the motion carried.

1. \$25.00 per actual economic assemblage for residential owner possessed non-rental property
2. \$50.00 per actual economic assemblage for eligible owners seeking exemption
3. \$100.00 per actual economic assemblage for commercial & industrial property

Mr. Soff made a motion to approve the 2022 for 2023 refunds for errors. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2022 for 2023 catastrophic losses. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the \$6,600.00 invoice with BioMerieux to purchase 2 cases of BioFire Panel tests. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the \$2,064.58 invoice with Absolute Fire Protection for the service call and repairs to frozen sprinkler pipe. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Meadville Area Ambulance Service LLC (MAAS) to provide emergency and non-emergency transportation for residents. The Home will compensate MAAS for all transportation that is not covered medical transportation, as defined by the Federal Medicare program. Mr. Weiderspahn seconded and the motion carried. Commissioner Henry abstained from voting on approval.

Mr. Weiderspahn made a motion to approve to pay the City of Meadville for the 1/3 share of City Treasurer's Office wages for collection of County Taxes from 7/1/2022 – 12/31/2022 in the amount of \$18,894.98. Budgeted Item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay the City of Meadville for the ½ share of postage/ mailing of 2022 Real Estate Tax 2nd Notices and associated costs for tax collection from 7/1/2022 – 12/31/2022 in the amount of \$1,060.17. Budgeted Item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay City of Meadville for ½ share of postage/ mailing of 2022 Per Capital Tax Bills in the amount of \$1,744.69. Budgeted Item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay Mark A. Johnson, Electrical Contracting-to install lights on buildings at the County property in Saegertown, PA- \$ 789.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to hire A.W. Farrell – to replace flat roof portion on the Crawford County Care Center - \$ 332,729.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay EADS Group – for Engineering services on Glynden Rd Bridge Rehab – Bridge # 26 - \$ 3,152.92 – This will be paid by Act 44 monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay EADS Group – for Engineering services on Creek Rd Bridge Rehab – Bridge # 8 - \$ 5,848.90 – This will be paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Cummins Sales and Service to perform a power outage test on the backup generator in the Courthouse - \$ 2,285.67. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a resolution establishing the steering committee for Crawford County's 2024 Comprehensive Plan update project. The 12-member committee will be tasked to aid the Planning Commission

and Board of Commissioners with developing the comprehensive plan over the next year. Individuals recommended to be appointed to the committee include: Mr. Soff seconded and the motion carried.

1. Mr. Mark Nickerson – Crawford County Borough’s Association
2. Mr. Tim Geibel – Crawford County Transportation Authority
3. Mrs. Brenda Costa – French Creek Valley Conservancy
4. Dr. Stephanie Fiely – University of Pittsburgh Titusville
5. Ms. Kristen Kerr – Titusville Redevelopment Authority
6. Mrs. Eileen Mullen - Crawford County K-12 Career Education Alliance
7. Mrs. Krista Geer – Crawford County Active Aging Inc.
8. Mr. Jim Becker – Economic Progress Alliance of Crawford County
9. Mr. Christian Maher – Crawford Heritage Community Foundation
10. Mr. Donald Rhoten – Meadville Medical Center
11. Mr. Jason Ramsey – City of Meadville Planning Commission
12. A representative of the Crawford County Township Association

Mr. Soff made a motion to approve to pay invoice #22-11.1222 from designLAB Architects in the amount of \$4,438.14 for partial payment for the Meadville Market House Assessment. This is paid for out of the City of Meadville FY 2019 CDBG. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Payment to Center for Family Services, Inc. for (ERAP012023-2), (ERAP012723). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Personnel – Creation of Part-Time Transportation Dispatcher. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Family Links (Understanding Emotional Intelligence Training for BCM Staff and Renewed Life Haven Staff on February 16th, 2023). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve SOC Contracts FY 22/23 from Daniel V. Dubovsky, MSW. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 22/23 from George Junior Republic in Pennsylvania – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Invoices/Purchase Requisitions in the amount of \$81,666.00. Mr. Weiderspahn seconded and the motion carried.

• City of Meadville	\$ 4,000.00
• City of Meadville	\$ 2,000.00
• Titusville Airport	\$ 3,000.00
• Active Aging	\$ 8,000.00
• CC Drug & Alcohol	\$ 7,427.00
• CCAP	\$17,239.00
• Port Meadville Airport	\$40,000.00

Mr. Weiderspahn made a motion to ratify the agreement between Crawford County and SEIU Healthcare Pennsylvania for the period of January 1, 2023 - December 31, 2025. Mr. Soff seconded and the motion carried. Commissioners Henry and Weiderspahn voted yes, commissioner Soff voted no for approval.

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.

Mr. Weiderspahn made a motion to adjourn the meeting. Mr. Soff seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner