

The Crawford County Board of Commissioners met on Wednesday, January 25, 2023 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary
Christine Krzysiak	Treasurer
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Dave Powers	Sheriff
Tonya Moyer	CCCC
Heidi Shiderly	Court Admin
Emmy Arnett	Prothonotary
Tim Brown	IT
Holly Varndell	JPO
Greg Beveridge	Public Safety
Trevor Oates	APO
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Paula DiGiacomo	District Attorney
Brittany Johnston	HR
Ellie Donell	Payroll/HR
Keith Gushard	Tribune
Kevin Tommaney	Armstrong

The meeting was opened with the Pledge of Allegiance.

Mr. Weiderspahn made a motion to add the item to freeze the Domestic Relation position (1114-008) to the end of the meeting agenda. Mr. Henry seconded and the motion carried

Mr. Henry made a motion to approve the minutes from the full session meeting held on January 11, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry made a motion to approve the minutes from the work session on January 18, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of bills in the amount of \$2,951,607.62 for the period ending January 24, 2023. Mr. Henry seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve payment of bill from PMS in the amount of \$6,196.00 for the Prosecutors Management System maintenance and upgrades for DA software and DA technical support and/or Oracle database support. Item has been budgeted. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the request and purchase of a Carrier HVAC roof top unit (Model #48FCEM14A3A5-0A0A0) through Scobell Company, Inc. in the amount of \$23,714.38. This unit is replacing the old, existing York HVAC unit at the Juvenile Probation Office. The manufacturer estimates the lead time to be 20 weeks for delivery. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to return overpayment of Real Estate Taxes from billing error by the City of Meadville in the amount of \$32,965.53. LERTA was not applied. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the contract with B & A Cleaning Services for cleaning services at MDJ Vernon office twice a week at \$72.09 per clean beginning January 20, 2023. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Pirrello Enterprises Corp. Docket Book Scanning in the amount of \$6,500.00. (No Cost to the County: Pd. With Automation Fund) Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Teleosoft Software Maintenance Fee in the amount of \$16,855.00. Budgeted item. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$14,231.25 to Elk County for the Crawford County portion of the PROQA Protocol license and service agreement. This is a budgeted expense. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the agreement with MCM Consulting for developing the Hazard Mitigation Plan at a cost of \$98,876.25. This project is funded by FEMA and PEMA. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the proposal submitted by LSSE for the Sugar Lake Tower project including Topographic survey/condition plans, Land development plans, DEP permitting, Easements, Final construction documents and construction bidding at a cost of \$19,500.00. Funded through an ARPA project. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of the technical support of Oracle Databases from USIT (Concept Plus, LLC) for \$3,135.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of annual license and support of APO Oracle Database from DLT for \$2,671.85. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of 3 host servers from DELL for \$57,814.53. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of 4 SQL SERVER STANDARD CORE licenses from CDWG for \$15,415.28. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice in the amount of \$14,820.00 for the annual fees for our AP Management System license, mobile licenses, collection reminders, tech support, text reminders, CPCMS-MDJS Data Service for the Court Data. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to apply for the Continuing County Adult Probation and Parole Grant (Grant in Aid) in the amount of \$97,180.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Psychotherapy Service Agreement with Kelly Bidwell, LCSW, to provide on-site psychotherapy services and evaluations as an independent provider for patients at the home. The provider will directly bill the resident's insurance for services performed under this agreement. Mr. Henry seconded and the motion carried.

Ms. Moyer requested to table 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 made a motion to approve the Confidentiality and Network Access agreement with Meadville Medical Center where facility users have access to the hospital's computer system, network or application containing confidential information. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay White Land Surveying to survey old County farm property in Saegertown, PA - \$ 17,200.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Gildea Group – Application # 6 – work done on ADA Ramp at the Courthouse - \$ 25,200.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of a change order for the Courthouse Remodeling Project – HVAC Project – to remove and replace an extra 250 sq feet of sidewalk behind the Courthouse - \$ 3,725.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project - HVAC Project – \$ 1,221.50. Mr. Henry seconded and the motion carried.

- Bulldog Lock & Safe - \$ 166.50
- Meadville Redi- Mix \$ 930.00
- Powell's Portable Toilets - \$ 125.00

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project – HVAC Project - Perry Construction - Application # 8 - \$ 239,308.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Change Order # 2 from Courthouse Remodeling Project – HVAC Project – submitted by Perry Construction to credit \$ 27,180.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to have Foulk's Flooring America install carpet in the Fair Office – Courthouse Remodeling Project - \$ 1,850.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to have Meadville Overhead Door replace 2 garage doors in garage at the County farm property - \$ 2,850.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Dengler's Farm Garage – work done on dump truck for inspection - \$ 1,830.00. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of \$1,908.00 to Monday.com to pay the Planning Office's annual license agreement. This is a budgeted item. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a Shared Use Path Right of Way Use Agreement between Crawford County and the Pennsylvania Department of Transportation for the Share Use Path along State Route 6 in the City of Meadville and West Mead Township. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a subrecipient agreement between Crawford County and the City of Meadville regarding the Community Development Block Grant Coronavirus competitive grant award for improvements at Huidekoper Park. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a professional services contract with Michael Baker International for Crawford County's comprehensive plan update project. The contract is not to exceed \$100,000 and is covered through the State Facility Closure Transition Program grant. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #166404 from HRG, Inc. in the amount of \$13,621.55 for their November 2022 engineering services. This is paid for out of the ARC POWER Grant. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #01-2023-06 from Pashek+MTR in the amount of \$1,219.77 for engineering services for the Diamond Street Park in Titusville. This item is to be paid for out of Titusville's FY 2020 CDBG Diamond Street Park. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice # 77256 from the Meadville Tribune in the amount of \$720.75 for the Early and Final 8 Step Process Notices for Karl Gerden Park ERR. This is paid for out of the County FY 2019 CDBG program. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice # 77256 from the Meadville Tribune in the amount of \$177.00 for Huidekoper Park Engineering RFP. This is paid for out of the CDBG-CV3 Admin. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Payment to Center for Family Services, Inc. for (ERAP123122-2). Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 22/23 from Samantha Egger. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 22/23 from Summit School, Inc. DBA Summit Academy – Amendment F-1. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Professional Contracts FY 22/23 from Catherine Alfery-Darling – Amendment C-2. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Invoices/Purchase Requisitions in the amount of \$137,397.00. Mr. Henry seconded and the motion carried.

- Svetz Energy Services 1,714.00
- Crawford County Solid Waste Authority 85,000.00
- Community Health Services 50,683.00

Mr. Weiderspahn made a motion to ratify Invoices/Purchase Requisitions in the amount of \$727,231.00. Mr. Henry seconded and the motion carried.

- EPACC 500,000.00
- PA Counties Health Insurance 227,231.00

Mr. Weiderspahn made a motion to ratify the title change from Accounting/Payroll Assistant to Accounting Specialist for the Crawford County Care Center. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify to set the 2023 IRS Mileage Rate at .655/mile Effective 1/1/2023. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to freeze the Domestic Relations position (1114-008) Child Support Caseworker II effective 1/30/2023. Mr. Henry seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of the Campbell, Durrant & Beatty invoice #74603 in the amount of \$11,275.31 for special labor counsel. Mr. Henry 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. Henry seconded and the motion carried.

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

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Eric Henry, Chairman

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Francis F. Weiderspahn, Jr., Commissioner

ABSENT

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John Christopher Soff, Commissioner