

The Crawford County Board of Commissioners met on Wednesday, August 30, 2023 for a regular meeting, with the following present:

Eric Henry	Chairman
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Christine Krzysiak	Treasurer
Courtney Stirling	Recording Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Matt Digiacommo	IT/Voters Services
Dave Powers	Sheriff
Greg Beveridge	Public Safety
Tonya Moyer	CCCC Administrator
Betty Waite	Court Admin Deputy
Zach Norwood	Planning Director
Mark Phelan	Maintenance Director
Sue Watkins	Human Services
Joe Galbo	Assessment
Ellie Donnell	HR/Payroll
Brittany Johnston	HR
Scott Schell	Coroner
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 August 9, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on August 17, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,694,119.66 for the period ending August 29, 2023. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify the crack fill, sealcoat and line repainting of the parking lot at the Public Safety Building, in the amount of \$4,950.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the tax refund to Richard D. Holabaugh, in the amount of \$730.95. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the retainer with Sammartino, Stout & Lo Presti for appraisal consulting services for the period of September 1, 2023 to August 31, 2024, in the amount of \$3,000.00 and a billing rate of \$200.00 per hour. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to the Cleveland Brothers for required annual load test, in the amount of \$2,245.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to the Cleveland Brothers for generator repairs and preventative maintenance, in the amount of \$2,750.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Seven Mountains Media for employment advertising, in the amount of \$1,500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase of a Dell Latitude 3540, in the amount of \$979.70. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the renewal the software license for CRITICAL software with Biddle Inc, for a one-year period, in the amount of \$2,500.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice from Pashek + MTR for July design and engineering services for the Ed Myer Complex in Titusville, in the amount of \$3,014.40. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice from Pashek + MTR for July engineering and construction services for the Diamond Street Park in Titusville, in the amount of \$1,085.75. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve a portion of an invoice from The Meadville Tribune for publication of Invitation for Bid notice extension for construction for the East Branch Trail, in the amount of \$564.75. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a portion of an invoice from The Meadville Tribune for publication of Public Notice for Huidekoper Park, in the amount of \$448.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice from The City of Meadville for reimbursement for payment to the Meadville Tribune for publication of Public Notice for Huidekoper Park, in the amount of \$1,384.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice from Porter Consulting Engineers for July design and engineering services for improvements at Huidekoper Park, in the amount of \$2,081.25. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the invoice from Stiffler McGraw for June services for Church Run Flood Mitigation Plan in Titusville, in the amount of \$9,290.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoices from the Courthouse Remodeling Project for the new GIS Office, in the amount of \$66.21. Mr. Weiderspahn seconded and the motion carried.

- Home Depot - \$15.82
- Sherwin-Williams - \$50.39

Mr. Weiderspahn made a motion to ratify the payment to Northwest Restoration Inc. for the Courthouse penthouse/clock tower repair, in the amount of \$13,400.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to The EADS Group for Professional Services evaluating the Parking Garage/Deck, in the amount of \$1,885.29. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Crawford County Conservation District for NPDES Permit review for the Courthouse gravel parking lot in rear, in the amount of \$500.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment to Ace Contractor Center for a new exterior door on the Sportsman's Building at the Fairgrounds, in the amount of \$429.23. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to Sunbelt Rentals for lift rental for the Fairgrounds, in the amount \$722.01. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to A&MP Electric, Inc. for installation of horse ring lighting & pole at the Fairgrounds, in the amount of \$2,867.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment to The Meadville Tribune for advertisement of roof replacement on the Youth Show Arena, in the amount of \$1,209.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of invoice from A&MP Electric for a new electric pedestal at the Fairgrounds, in the amount of \$1,498.55. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment to A&MP Electric for electrical inspection before summer horse shows, in the amount of \$1,974.94. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the quote with Biomerieux for the purchase of 30 Biofire RP2 EZ-panel tests, in the amount of \$3,300.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of invoice from AED Superstore for the purchase of a ZOLL Automated External Defibrillator, in the amount of \$2,168.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Needs Based Plan and Budget FY 24/25 for County Assurance of Financial Commitment and Participation. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase requisition with Redwood Toxicology Laboratory for drug testing kits. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contract FY 22/23 C-1 Amendment with Crawford County Mental Health Awareness Program, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contract FY 22/23 with Supernova Services, LLC for behavioral services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contract FY 23/24 with C.H.I.L.D., Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contract FY 23/24 with Keystone Adolescent Center, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contract FY 23/24 with Pathways Adolescent Center, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI Contract FY 23/24 with Hand in Hand Mental Health Services, LLC (SEEDS). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following invoices/purchase requisitions in the amount of \$110,002.42. Mr. Weiderspahn seconded and the motion carried.

- Penn State Extension - \$72,500.00
 - Remedy Analytics - \$23,282.80
 - Crawford County Drug & Alcohol- \$14,219.62
- \$110,002.42

Mr. Weiderspahn made a motion to approve the MOU between the Crawford County Commissioners, Crawford County Fairgrounds Building Association II and the Crawford County Fair Dairy Committee, to set aside their own funds for future roof replacement of the cover on the Dairy Complex. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the print room purchase from Quadiant Inc., for a Quadiant DS 401 Folder/Inserter, in the total amount of \$5,708.40. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the new hires/transfers. Mr. Soff seconded and the motion carried.

After all requests were made Mr. Weiderspahn thanked everyone involved in helping with the fair. Mr. Soff thanked everyone as well. Mr. Henry also thanked everyone and asked anyone with any comments to let them know.

Mr. Soff made a motion to adjourn the meeting at 9:48AM. Mr. Weiderspahn seconded and the motion carried.

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner