

The Crawford County Board of Commissioners met on Wednesday, September 13, 2023 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn Jr.	Commissioner
John Christopher Soff	Commissioner
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
Trevor Oates	APO
Betty Waite	Courts
Zach Norwood	Planning Director
Paula DiGiacomo	District Attorney
Mark Phelan	Maintenance Director
Krysta Simons	Human Services
Holly Varndell	JPO
Tim Brown	ITS
Ellie Donnell	HR/Payroll
Brittany Johnston	HR
Tim Valencic	CCJC Maintenance
Scott Schell	Coroner
Keith Gushard	Tribune
Kevin Tommaney	Armstrong

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 30, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on September 6, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,087,330.92 for the period ending September 12, 2023. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify the signatures on a five-year Supervision Funds Agreement for the Adult Probation/Parole Department for the time period of July 1, 2022 through June 30, 2027. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 2 Fujitsu Scanners in the amount of \$979.99 each. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment to Chesapeake Bay Helicopter, Inc. for witness fees and mileage. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Juvenile Probation Services Grant JJSES implantation for fiscal year 2023/2024, in the amount of \$118,070.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion Hagan Copier Maintenance and Supply Agreement effective 9/7/2023 for the Toshiba copier. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual contract with Annie's flooring for custodial work in the Public Safety Building, in the amount of \$10,320.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the quote from Copeland Family Tree Service for removing six trees from the Public Safety Building property, in the amount of \$7,500.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the load bank testing for the Public Safety Building generator which is to be performed by Wm. T. Spaeder Company, in the amount of \$600.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the load bank testing for the Multi-purpose vehicle generator which is to be performed by Wm. T. Spaeder Company, in the amount of \$600.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase to upgrade the Judicial Center Facility Server software from Stark Tech Integration, in the amount of \$10,690.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of the Firewall renewal for Veteran's Office from CDI LLC, in the amount of \$956.12. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Toby Karg Repair for 2 rooftop HVAC Units, in the amount of \$2,312.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment to Trinity Door Systems for the repair of the interior A.D.A Door with a bad control, in the amount of \$1,658.15. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice from William T Spaeder for the installation of the new main line water valve, in the amount of \$1,750.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Staffing Agreement with Medical Solutions to provide temporary clinical personnel. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice difference with Direct Supply for the purchase of two PTAC Units, in the amount of \$17.18. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoice #3 from Michael Baker International for contracted services for June and July for the 2024 County Comprehensive Plan Project, in the amount of \$7,060.53. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for approval to pay the Application for payment from Terra Works, Inc. for general construction services and design build for the Diamond Street Park in Titusville, in the amount of \$27,477.63. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoice from HRG, Inc. for July 2023 engineering and design services for the East Branch & Knox, and Kane Trails, in the amount of \$8,280.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for approval to pay invoice #6 from Porter Consulting Engineers (PCE) for August 2023 design and engineering services for improvements at Huidekoper Park, in the amount of \$15,183.75. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoice #6 from Stiffler McGraw for July services for Church Run Flood Mitigation Plan in Titusville, in the amount of 1,300.50. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for the approval of a Construction Industry Workforce Program Cooperative Agreement between Crawford County and Crawford County Career and Technical Center (CCCTC) for creation of on-the-job-training program and reimbursement for construction industry employers that retain CCCTC Education alumni. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Letter of Understanding with Headwaters Charitable Trust which allows Crawford County as the recipient of ARC POWER Grant funds to act as an administrator of grand funds on the Knox & Kane Trail. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 200 ice cream coupons from the Crawford County Dairy Committee for the County Fair public outreach activity for the 2024 County Comprehensive Plan Project, in the amount of \$600.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Agreement with Horizon Construction Group, Inc. for construction work on East Branch Trail using ARC POWER Grand funds, in the amount of \$383,689.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Starlink for the following items, in the total amount of \$24,871.00. Mr. Weiderspahn seconded and the motion carried.

- 19 Satellite Consumer Kits
- Shipping and Handling for 19 kits
- 6 Month Subscription for 19 Units

Mr. Weiderspahn made a motion to ratify the approval of invoices from Courthouse Remodeling Project for the new GIS Office in the amount of \$48.83. Mr. Soff seconded and the motion carried.

- Grainger - \$7.40
- Home Depot - \$41.43

Mr. Soff made a motion to ratify the approval of invoices from Courthouse Remodeling Project for the Register and Recorder Remodel, in the amount of \$32.00. Mr. Weiderspahn seconded and the motion carried.

- Fine Print - \$32.00

Mr. Weiderspahn made a motion to ratify the approval of invoices from Courthouse Remodeling Project for the new Assessment Office, in the amount of \$32.00. Mr. Soff seconded and the motion carried.

- Fine Print - \$32.00

Mr. Soff made a motion to ratify the approval to hire Shingledecker's Welding Inc. for repairs to the abutment of Bridge #29 on Depot Road, in the amount of \$19,879.10. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for the approval to pay invoice to Stantec Architecture and Engineering LLC for Professional Services on the Youth Show Arena Roof Project at the Fairground, in the amount of \$14,423.87. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval to pay Mark Johnson Electric to replace electric pole and equipment that was damaged in a storm at the Fairground, in the amount of \$1,955.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the 2023 Reschini Agreement for reporting and filing of 1095's. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for the approval to pay Palmetto Posting, Inc. for posting the 2022 Notice of Claims and the 2023 Notice of Sales, in the amount of \$55,535.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for the approval to pay the City of Meadville for the 1/3 share of City Treasurer's Office wages for collection of County Taxes from 1/1/2023 – 6/30/2023, in the amount of \$6,720.75. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for the approval to pay the City of Meadville for the ½ share of postage/mailing of 2023 Real Estate Tax bills in the amount of \$2,049.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for the approval to pay The Meadville Tribune for advertisement of the 2023 Tax Upset Sale list in the amount of \$6,720.75. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for the approval to pay Crawford County Legal Journal for advertisement of the 2023 Tax Upset Sale list in the amount of \$5,623.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Horizon Information Systems, Inc. Maintenance, End User License and Backup Agreements for FY 23/24. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Human Services Block Grant Plan for FY 23/24. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MATP Report for FY 23/24. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Plans of Safe Care Grant – Lobbying Certification Form. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contract FY 22/23 with Genesis House A New Beginning. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP FY 23/24 contract with Adelphoi Village, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP FY 23/24 contract with Cornegli Abraxas Group, LLC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP FY 23/24 contract with The Blair Foundation of Pennsylvania. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI contract FY 23/24 with Auberle. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI contract FY 23/24 with Family Service & Children's Aid Society of Venango County, Inc., Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP contract FY 23/24 with the same rate as last year, with Courage Within, LLC. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI contract FY 23/24 with the same rate as last year, with Erie Homes for Children and Adults, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MH/ID/EI contract FY 23/24 with the same rate as last year, with Supports, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following invoices/purchase requisitions. Mr. Weiderspahn seconded and the motion carried.

- Svetz Energy Services \$1,714.00
- Tyler Technologies \$123,349.80
- \$125,063.80

Mr. Weiderspahn made a motion to ratify the following invoice/purchase requisition. Mr. Soff seconded and the motion carried.

- PA Counties Health Insurance \$729,718.99

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 invited everyone to Diamond Park for the POW/MIA Vigil starting at 6:00pm and on Saturday for the Ride of Freedom. Mr. Soff thanked Matt and the election team for their hard work and stated they had to wait until Monday to submit the ballots and then stated that 4,200 mail in and absentee ballots would be in mailboxes in couple weeks. Mr. Henry stated that he appreciates Senator Casey's Office communication and would like them to consider how Vallonia Bill works.

Mr. Soff made a motion to adjourn the meeting at 9:54AM. Mr. Weiderspahn seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner