

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING
April 25, 2024 ~ 9:30 am
Please Turn Cell Phone Ringers to Silent

1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE FULL SESSION MEETING ON APRIL 10, 2024.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON APRIL 17, 2024.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF **TBD** FOR THE PERIOD ENDING APRIL 24, 2024.
5. EXECUTIVE SESSIONS: None
6. PUBLIC COMMENT: (Reminder the time limit for individual comment is 3 minutes; total comment period is 30 minutes. Anyone requesting to be placed on the Regular Meeting AGENDA must specifically state their topic and restrict their comments to the County matter that is on the published agenda items or that can be reasonably expected to be a future actionable item by the Board of Commissioners.)
7. **WOMEN'S SERVICES: Bruce Harlan**
 - A. Approve the STOP grant application
8. **CATA: Tim Geibel**
 - A. Approve the CATA local share for the 2024 – 2025 budget.
9. **CCCF: Jack Greenfield**
 - A. **RATIFY** the payment of \$9,384.75 to the overhead door company of Franklin. The spring for the Sally port south door is no longer functional. This is not a budget item.
 - B. **RATIFY** the payment of \$525 to Seven Mountain Media to attend the job fair and 30 recruitment commercials to assist us in finding suitable candidates to fill the several vacant positions at the facility. This is not a budget item
10. **APO: Trevor Oates**
 - A. Modification of current Drug and Alcohol RIP/Intermediate Punishment Grant – modifying to reduce the grant by \$55,000. (Not Budgeted – but not affecting the County)
 - B. Approval of Application for the 2024-2025, Drug and Alcohol RIP/Intermediate Punishment Grant in the amount of \$270,000.00. (Budgeted)

11. ITS: Gina Chatfield

- A. Request purchase of Oracle Support from Concept Plus, LLC for a block of 25 hours for \$4,125.00 to be invoiced only when hours are used, for a period ending 12/31/2027. This is a budgeted item.
- B. **RATIFY** the new 3-year contract with Nationwide Power for service of the UPS at the Judicial Center for \$8,273.97. This is a budgeted item.

12. PUBLIC SAFETY: Greg Beveridge

- A. Approve the purchase of three Dell desktop computers as quoted by I.T. in the amount of \$3,257.34 to replace the current Amateur Radio computers at the Public Safety Building. This is not a budgeted expense. Haz-Mat funds will be used for this purchase at no expense to the county.
- B. Approve the payment of \$16,400.00 to MCM Consulting for continued work on the county Hazard mitigation plan. All costs will be reimbursed by PEMA. This is a budgeted expense.
- C. Approve the FY 24/25 Haz-Mat Response Fund grant from PEMA in the amount of \$13,673.00. Funding will be used to complete the purchase of hazardous materials testing stands, cylinder holders and absorbent materials. There are no matching funds required.
- D. Approve the purchase of two replacement resource tables for the 911 center from xybix systems in the amount of \$4,572.18. Wireless funds will be used to cover this expense at no cost to the county. This is not a budgeted expense.

13. COURTS: Heidi Shiderly

- A. **CORRECTION - RATIFY** the purchase of WebEx camera that was previously stated in a meeting in 2023, with a corrected amount of \$2,640.00.
- B. **RATIFY** purchase of 2 Dell OptiPlex Micro computers for a total cost of \$1571.82 for a video conferencing system upgrade for MDJ Linesville Courtroom from Warrant Fee funds.
- C. **RATIFY** purchase of Logitech for Creators Blue Yeti Non-USB Microphone, 2 OBSBOT webcams, 2 HDMI cables and 2 USB 10 ft Extenders from Amazon for a video conferencing system upgrade for MDJ Linesville Courtroom from Warrant Fee Funds, totaling \$422.43.
- D. **RATIFY** purchase of 2 40-inch TVs and mounts from Walmart for video conferencing system upgrade for MDJ Linesville Courtroom from Warrant Fee Funds, totaling \$335.96.

- E. Approve purchase of materials from Ace Contractor Center totaling \$831.91 for install of bullet panels at MDJ Vernon office paid for by AOPC Security Grant (\$633.17) and Warrant Fee Split Funds (\$198.74).
- F. Approve purchase of materials from Sherwin Williams totaling \$512.51 for install of bullet panels at MDJ Vernon office paid for by Warrant Fee Split Funds.

14. PLANNING: Ann Knott

- A. **CORRECTION - RATIFY** approval to pay the below invoices for reimbursement in the corrected amount of \$1,120.00 to Vogt Heating and Cooling for Training Wages through the Construction Workforce Industry Program for the following students:
 - 1. Invoice# 51553 (#5): C. Kearns - \$600.00
 - 2. Invoice# 51554 (#5): M. Rossey - \$520.00This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- B. **CORRECTION - RATIFY** approval to pay the below invoices for reimbursement in the corrected amount of \$2,376.00 to RE Johnson for Training Wages through the Construction Workforce Industry Program for the following students:
 - 1. Invoice# 16151: D. Doubet - \$640.00
 - 2. Invoice# 16152: M. Beck - \$520.00
 - 3. Invoice# 16153: M. Rubaker - \$576.00
 - 4. Invoice# 16154: R. Atkins - \$640.00This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- C. Request approval to pay the below invoices for reimbursement in the amount of \$1,216.00 to Vogt Heating and Cooling for Training Wages through the Construction Workforce Industry Program for the following students:
 - 1. Invoice# 51703 (#6): C. Kearns - \$576.00
 - 2. Invoice# 51709 (#6): M. Rossey - \$640.00This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- D. Request approval to pay Invoice #3 for reimbursement in the amount of \$576.00 to Ferguson Construction for I. McCawley Training Wages through the Construction Workforce Industry Program. This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- E. Request approval to pay invoice #14718 from Porter Consulting Engineers, P.C. in the amount of \$4,177.95 for engineering work completed for the Huidekoper Park. This is a non-budgeted item. This item is to be paid for out of the County CDBG-CV3.

15. MAINTENANCE: Mark Phelan

- A. **RATIFY** - Approval of Invoices from Courthouse Remodeling Project – New 2nd Floor Finance Office - \$9,243.38
 - Annie’s Flooring & Commercial Services - \$9,198.40
 - Home Depot - \$44.98
- B. **RATIFY** - Approval of Invoices from Courthouse Brick Wall Project - \$3,879.33
 - Hi-T Fence - temporary fencing - \$3,744.00
 - Powell’s Portable Toilets - \$135.33
- C. Approval to pay Amark Environmental – to remove asbestos pipe insulation in the Courthouse - \$3,195.00
- D. Approval to pay The Meadville Tribune – Advertisement for bids – Courthouse Parking Deck Rehab Project - \$941.50
- E. Approval to pay invoice for Brian J. Noah, Project Manager – Professional Services from 3/1/24 to 3/31/24 - \$2,083.50
- F. Approval of change order for Ramp Construction – to install a new vent curb on the Youth Show Arena Roof at the Fairgrounds- \$1,200.00
- G. Approval to pay Sagan Tractor Sales to repair Ford tractor at the Fairgrounds - \$1,058.63

16. HUMAN SERVICES: Sue Watkins

- A. Other
 - 1. **RATIFY** – LINSTAR, Inc. Contract for 1/1/24 – 12/31/24
 - 2. Purchase Requisition – Dell, Inc. (22 Laptops and 8 Pens)
 - 3. Purchase Requisition – Meadville Community Soup Kitchen (Retained Revenue Plan Award)
 - 4. Purchase Requisition - Zook Motors, Inc. (2024 Ford Escape for ID)
- B. CYS/JP Contracts FY 23/24
 - 1. Family Services of NW PA – Amendment F-2
- C. MH/ID/EI Contracts FY 23/24
 - 1. Child to Family Connections, Inc. – Amendment C-1
 - 2. Crawford County Mental Health Awareness Program, Inc. – Amendment C-2
 - 3. Hand In Hand Mental Health Services, LLC (Prospect St/Elm St/Challenge Ctr.) – Amendment C-1
 - 4. Hand In Hand Mental Health Services, LLC (SEEDS) – Amendment C-3
 - 5. Titusville Area Senior Citizens Corporation – Amendment C-1

D. Professional Contracts FY 23/24

- 1. Meadville Family YMCA
- 2. St. James Haven, Inc.
- 3. Women’s Services, Inc.
- 4. YWCA Titusville

17. FINANCE: Stephanie Franz

A. Approve the following:

- Penn State Extension 2nd Qtr 2024 Budgeted Appropriation \$72,500.00
- Penn Soil Resource Conserv Council Installment 2 of 3 year Program \$5,000.00
- City of Titusville EMS Generator Contribution \$13,000.00

18. TREASURER/TAX CLAIM: Christine Krzysiak

- A. **RATIFY** payment to Government Software Services for mailing 4,014 Notice of Claim mailers for the 2023 taxes in the amount of \$29,703.60. This is a budgeted item and will be charged to the taxpayer’s delinquent tax balance.

- B. Approve payment to Government Software Services for printing 4,014 Notice of Claim mailers for the 2023 taxes in the amount of \$3,058.23. This is a budgeted item and will be added to the taxpayer’s delinquent tax balance.

19. COMMISSIONERS: Gina Chatfield

- A. Approve the contract with Echo Valley for a Fiddle Contest at the 2024 County Fair, in the amount of \$2,000. The Fair board is responsible for the \$1,200 prize money.

- B. Approve payment of invoice to Leonard’s Auto for repairs to the Chevy Suburban in the amount \$701.35.

20. NEW HIRES/TRANSFERS:

21. COMMISSIONERS INFORMATION AND UPDATES:

Work Sessions will be held on the 1st and 3rd Wednesdays of each month at 9:30 am in the Assembly Room and Full Meetings will be held on the 2nd and 4th Wednesdays of each month at 9:30 am in the Assembly Room. Any adjustments to the schedule will be advertised in advance in the Meadville Tribune along with notification on the preceding agenda with the exception of emergency changes.

2024 Upcoming Events:

- May 1, 2024 – Work Session
- May 8, 2024 – Full Session
- May 15, 2024 – Work Session
- May 22, 2024 – Full Session

COMMISSIONER COMMENTS:

ADJOURN: