

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING
June 22, 2022 ~ 9:30 am
Please Turn Cell Phone Ringers to Silent

1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE MEETING ON JUNE 8, 2022.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON JUNE 15, 2022.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$TBD FOR THE PERIOD ENDING JUNE 21, 2022.
5. EXECUTIVE SESSIONS:
 - A. June 7, 2022 personnel discussion with Planning Department
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. **CCHA/MMC: John Swick**
 - A. To approve the Resolution for the Crawford County Hospital Authority 2022B Note Issuance.
8. **ASSESSMENT: Joe Galbo**
 - A. To approve a Tax Refund to Kyle A. & Andrea M. Ball due to clerical error on parcel #4205-043 (PID #27994) located at 24574 Pinewoods Road, Cambridge Springs, PA 16403. This will need presented to and approved by the Commissioners. As stated in the attached letter, a correction has been made for the 2022 tax year; this refund is for the overpayment on their 2021 taxes.
9. **IT: Tim Brown**
 - A. To approve the purchase of the (21) Wi-Fi Access Points from CDI totaling (\$6,656.16) for ITS and (3) - Wi-Fi Access Points (\$950.88) for HS from CDI totaling \$7,607.04
10. **DOMESTIC RELATIONS: Heidi Shiderly**
 - A. To **ratify** approval of copier maintenance and supply agreement with Hagan Business Machines.
11. **CCCF: Jack Greenfield**
 - A. To approve the purchase of (1) Redman XP instructor suit, (2) Redman Training mats, (2) Redman Striking Pads. All items are needed to facilitate defensive tactics training. To be purchased from Botach INC. at the total price of \$3218.00. This is a budgeted purchase.
 - B. To approve the purchase of (6) Phenom Tactical riot suits. Purchase to ensure the safety of staff and inmates during cell extractions. To be purchased from Botach INC. at the price of \$3150.00 This is a budgeted purchase. (**Freight in the amount of \$300.00 for items A & B was added on the invoice, but was not previously presented at work session**)

- C. To approve the purchase of (1) 22” Metal incased monitor for replacement of a broken one. To be purchased from Global Correctional System at the cost of \$768.00. This is a budgeted purchase.

12. **SHERIFF: Dave Powers**

- A. To approve to Purchase 4 new vests and 2 Carriers in the amount of \$3,631.74. (Budgeted 3 vests, purchasing 4th one for new hire.)
- B. To approve the Rapiscan Maintenance Agreement for X-Ray machines at Judicial Center in the amount of \$9,240.00.
- C. To approve the Rapiscan Maintenance Agreement for X-Ray machine in Courthouse in the amount of \$5,060.00.

13. **CARE CENTER: Tonya Moyer**

- A. To **ratify** the contract with Vantage LTC for the Consultant Pharmacist Retainer.
- B. To approve the Billing Amendment with Affinity Health Services.
- C. To approve the Amendment with Vantage LTC for the Pharmaceutical Services Agreement.
- D. To approve the contract with Diagnostic X-Ray Services for Mobile Imaging Services.
- E. To approve the quote from Absolute Fire Protection to correct deficiencies in the sprinkler system in the amount of \$13,520.00 to be paid from Maintenance Outside Services.
- F. To approve the quote from Ross Plumbing and Heating to replace a 7.5-ton Carrier RTU and compressor in the amount of \$10,562.91 to be paid from ARPA Funds.

14. **PLANNING: Zach Norwood**

- A. To **ratify** execution of a nondisclosure agreement (NDA) between Windstream Services and Crawford County.
- B. To **ratify** execution of a nondisclosure agreement (NDA) between Crown Castle and Crawford County.
- C. To **ratify** execution of a nondisclosure agreement (NDA) between Armstrong Cable and Crawford County.
- D. To **ratify** approval to execute an engineering and construction services contract with Herbert, Rowland & Grubic, Inc. for the East Branch Trail and Knox & Kane Trail project. The \$315,960.00 contract is paid for by Crawford County’s Appalachian Regional Commission (ARC) grant.
- E. To approve to pay invoice #26 from Stiffler McGraw in the amount of \$725.09 for their April 2022 Beaver Township’s Community Development Block Grant (CDBG) project engineering services. This is paid for by Crawford County’s CDBG program.
- F. To approve to pay invoice #27 from Stiffler McGraw in the amount of \$381.00 for their April 2022 Steuben Township’s Community Development Block Grant (CDBG) project engineering services. This is paid for by Crawford County’s CDBG program.
- G. To approve to pay invoice # 77256 from the Meadville Tribune in the amount of \$428.25 for the public notice of the City of Meadville’s Huidekoper Park ERR. This is paid for by the City of Meadville’s CDBG program.
- H. To approve to pay invoice #2 from Dynasty Construction Unlimited Inc. in the amount of \$35,283.60 for work complete on Vernon Township’s municipal building improvements project. This is paid for by Vernon Township’s FY 2018 and 2019 CDBG program.
- I. To approve to pay invoice # 4974 from Crawford Area Transportation Authority (CATA) in the amount of \$97.05 for their May 2022 Rural Family + Workforce Transit Program expenses. This is paid for by Crawford County’s FY 2019 CDBG program.

15. MAINTENANCE: Mark Phelan

- A. To **ratify** approval to pay Mark A. Johnson, Electrical Contracting – 1st billing of the Exhibit # 1 exhaust fan - \$ 6,700.00 – paid by ARP monies in Buildings & Grounds.
- B. To **ratify** approval to pay invoice from Courthouse Remodeling Project - HVAC Project – in the amount of \$ 88,971.00
 - Meadville Redi-Mix Concrete, Inc. - \$ 880.00
 - Perry Construction Group, Inc. - \$ 85,465.00
 - Tower Engineering, Inc. - \$ 2,626.00
- C. To approve to pay Brian J Noah, Project Manager – Professional Services for May 2022 - \$ 810.00
- D. To **ratify** approval of invoices from Courthouse Remodeling Project-New Assessment Office - in the amount of \$ 9,150.00 from Foulk’s Flooring America
- E. To **ratify** approval of invoices from Courthouse Remodeling Project – Register & Recorder Office Remodel – in the amount of \$ 10,150.00 from Foulk’s Flooring America
- F. To **ratify** approval of invoice from Stiffler McGraw & Associates, Inc. - Professional Services for ADA Ramp at Courthouse– Invoice # 7 - \$ 831.72
- G. To approve to pay invoice from Stiffler McGraw & Associates, Inc. – Professional Services for ADA Ramp at Courthouse – Invoice # 8 - \$ 343.25
- H. To **ratify** approval to pay Powell Sanitation and Construction – clean out sewer lines at Fairgrounds - \$ 675.00
- I. To **ratify** approval of invoice from Courthouse Remodeling Project – New Treasurer’s Office - \$ 345.00 from The Hite Company

16. HUMAN SERVICES: Sue Watkins

- A. To approve MATP Assurance of Compliance for FY 22/23
- B. To **ratify** Payment to Center for Family Services for ERAP53122, ERAP53122-2, ERAP53122-HN, ERAP60322-2, ERAP6322-HN
- C. To approve PCYA’s Memorandum of Understanding for CAPS Technical Support for 5/16/22 – 6/30/23
- D. To approve Purchase Requisition – Traveler’s Café (Annual ISP Rollover Lunch for ID SC’s)
- E. To approve Purchase Requisition – Western Psychological Services (ABAS-3 Assessments)
- F. To approve Purchase Requisition – Word Systems, LLC (5/1/22 – 4/30/23 Maintenance Renewal for Children’s Interview Center’s iRecord-Universe Equipment)
- G. To approve CYS/JP Contracts FY 21/22 from Bethesda Lutheran Services – Amendment F-1
- H. To approve Professional Contracts FY 22/23 from Sign Language Interpreting Professionals, LLC

17. FINANCE: Stephanie Franz

- A. Invoices/Purchase Requisitions to approve:

• MaherDuessel	25,000.00
• Crawford County Human Services	14,919.87
• Svetz Energy Services	1,714.00
• Starn Marketing	3,786.78
• Dell Marketing LP	<u>1,973.03</u>
	\$ 47,393.68

- B. Notice of the increase of Mileage to IRS rate of \$.625 per mile effective 7/1/2022

18. FAIR BOARD: Francis Weiderspahn

A. To approve the following contracts:

- West Mead Police for Security during the Fair \$5,393.00 for Saturday 20th through Saturday the 27th
- Portlock for cleaning of restrooms \$4,000.00 for fair week
- County Redford opening county music act for Friday 26th
- The Hillbilly Way main country music act on Friday 26th

B. To approve the following Hourly Rates for Workers:

- Office Staff
 - Secretary \$13.00
 - Assistant Secretary \$12.00
 - Fair Entry \$ 8.50
 - All Others \$ 7.25
- Grandstand
 - Supervisor \$ 9.00
 - Workers \$ 7.25
- Gate Workers
 - All Workers \$ 7.25
- Grandstand Cleaning \$ 7.25
- Stage Hands \$ 7.25
- Riggers \$ 60.00
- Poultry \$ 6.25
- Sanitation \$ 7.00

19. NEW HIRES/ TRANSFERS:

20. COMMISSIONERS INFORMATION AND UPDATES:

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

The Commissioners of Crawford County hereby reserve the right to hold appropriate executive sessions as needed between this date and the next public meeting. Meetings may be cancelled or rescheduled as required by the Commissioners schedule, with prior notice and advertising.

2022 Upcoming Events

NO MEETING June 29, 2022

COURTHOUSE CLOSED July 4th, 2022

July 6, 2022 ~ Work Session

July 13, 2022 ~ Full Session

COMMISSIONER COMMENTS:

ADJOURN: