

The Crawford County Board of Commissioners met on Wednesday, June 27, 2018 for a regular meeting with the following present:

Francis F. Weiderspahn Jr.	Chairman
John M. Amato	Commissioner
John Christopher Soff	Commissioner
Christine Krzysiak	Treasurer
Keith Button	Solicitor
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Brian Connolly	Chief Financial Officer
Ken Saulsbery	Warden
Heidi Shiderly	Court Administrator
MarJo Webster	Care Center Administrator
Beth Forbes	Deputy Register & Recorder
Zach Norwood	Planning Director
Tim Kelley	ITS Director
Becky Little	Director of Voter Services
Mark Phelan	Assistant Maintenance Director
Tim Valencic	Judicial Center Maintenance
Seth Jones	Point Security
Jeff Cory	Armstrong
Keith Gushard	The Meadville Tribune

The meeting was opened at 9:34 am with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on June 13, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the minutes from the work session on June 20, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,222,452.49 for the period ending June 22, 2018. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there was one executive sessions held on June 19, 2018 for Courts – personnel.

Public Comment:

Mr. Weiderspahn announced there was no one from the public that requested to speak.

Official Business:

Mr. Amato made a motion to approve the creation of a part-time position in the Register & Recorder's office, with the intent to move to a full-time position if needed in the future. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the annual maintenance agreement with Mobilcom for the Correctional Facility handheld radios from 7/31/18 through 7/31/19 in the amount of \$3,723.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the installation of a wired nurse call system for the memory security unit at the Care Center with grant monies from CDBG obtained through the Planning Office. The grant will cover all the expenses totaling \$26,450.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the reinstating of the Director of the Secure Unit at the Care Center, which will now be titled the Director of the Memory Garden. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the reinstating of the Accounts Payable position at the Care Center with additional duties. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the movement of selected servers and computers to Sophos Central with Sandstorm, Endpoint, Encryption, Web and email for 523 licenses and 250 licenses of mobile control and 150 licenses of Intercept X. This is procured through COSTARS from Candoris Technologies totaling \$29,926.57. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution authorizing a Memorandum of Agreement between the Federal Highway Administration and the Pennsylvania State Historic Preservation Office regarding the State Route 6 Bridge over French Creek in Cambridge Springs Borough. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the one-year service agreement covering the Galaxy 400 UPS in the Judicial Center with Schneider Electric in the amount of \$4,968.60. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the three-year contract for annual fire alarm inspection in the Judicial Center with The Wilkins Co. in the amount of \$1,000.00 per year. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the County Maintenance purchase of a new mower from Saegertown Hardware to maintain bridge area in the amount of \$3,700.00, paid from Liquid Fuels. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the removal of the roof at the Voting Equipment Barn by Clarion Environmental in the amount of \$13,577.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the installation of a new roof on the Voting Equipment Barn by Ben Gingerich in the amount of \$8,900.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Jordan Excavating for work at Woodcock Lake Park in the amount of \$1,700.00. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the payment to Scobell Co. for repairs to the rooftop A/C unit on the Courthouse in the amount of \$2,200.60. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Scobell Co. for repairs to the boilers at QLC in the amount of \$648.60. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to The Wilkins Co. for replacing the fire alarm box at QLC in the amount of \$842.00. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services the FY 18/19 Avanco International, Inc. CAPS ASP Agreement. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services the FY 18/19 Butler County HCQU Agreement. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services the FY 18/19 PCYA Memorandum of Understanding for CAPS Technical Support. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to ratify the temporary appointment of Frank Kasper as the Associate Director of Human Services replacing Sue Watkins who is temporarily promoted to Deputy Director while Kelly Schwab attends CWEL. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services the purchase of a replacement computer for Deb Lesik in the total amount of \$1,462.01, County cost of \$296.40. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services the purchase of Meadville-Western Crawford County Chamber of Commerce for tuition for Naomi DeFrancesco's participation in Leadership Meadville. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services the travel for Joe Barnhart to attend the University of Maryland Training Institute from 7/25/18 through 7/28/18 as part of the county's commitment to the Systems of Care Grant. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services the travel for Kelly Schwab to attend a welfare demonstration project meeting in Washington, DC from 7/16/18 through 7/17/18 as a recipient of Demonstration Project Funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services the FY 18/19 Systems of Care Contract with Ashley McWilliams who provides addiction and trauma related therapy services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services a FY 17/18 Contract with Breanna Brayer from 5/1/18 through 4/30/19 to be the MDIT Coordinator/Child and Family Advocate. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve for Human Services a FY 17/18 MH/ID/EI Contract with Crawford County Mental Health Awareness Program, Inc. – Amendment C4. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services a FY 17/18 MH/ID/EI Contract with the CARE Center, Inc. DBA SPS CARE – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve for Human Services a FY 17/18 Contract with Crawford County Drug & Alcohol Executive Commission, Inc. – Amendment C-2. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following payments for General Operations in the total amount of \$282,156.00:

- Maher Duessel for Progress billing – audit services for year ended Dec. 31, 2017 – Finance ~ \$40,000.00
- PCoRP for 1st installment of premium 6/1/18 to 19 – Various ~ \$98,045.00
- Community Health Services for MATP Trips reimbursement for April 2018 – MATP ~ \$71,321.00
- Community Health Services for MATP Trips reimbursement for May 2018 – MATP ~ \$72,790.00

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the following payments for General Operations in the total amount of \$24,964.49:

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 6/1/18 (runoff) – Various ~ \$207.88
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 6/8/18 (runoff) – Various ~ \$1,126.95
- Neopost for renew postage meter – Vernon DJ ~ \$3,000.00
- PComp for payroll audit additional premium 2017 – Various ~ \$12,406.00
- Meadville Redi-mix Concrete, Inc. for parking garage – Parking Project ~ \$395.00
- M&B Services, Inc. for Conneaut Lake TAP Grant – Planning ~ \$7,828.66

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment for the Mead Avenue Bridge, estimate #28, Part III Post Construction, in the amount of \$254,502.76; paid from Liquid Fuel funds and to be reimbursed by PennDOT. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the lease with the Meadville Housing Corp. for the use of their field for parking by the Crawford County Fair Association; paid for by the Fair Association and no cost to the County. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the travel for Gina Chatfield and Rebecca Little to attend the Election Officials Conference in Pittsburgh from 8/20/18 through 8/23/18 in the amount of \$1,325.85. Mr. Soff seconded and the motion carried.

Mr. Amato and Ms. Chatfield discussed that the conference will demonstrate the new requirements needed for future voting equipment.

Mr. Soff made a motion to approve the funding Resolution regarding the Walnut Street parking deck. Mr. Amato seconded and the motion carried.

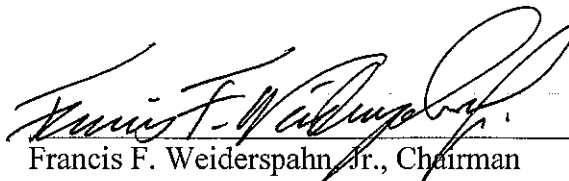
Mr. Soff made a motion to amend the Resolution regarding the Walnut Street parking deck to include all parking facilities near the Judicial Center. Mr. Amato seconded and the motion carried.

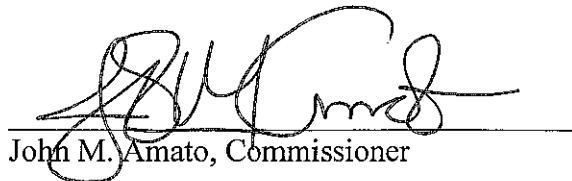
Mr. Soff made a motion to approve the new hires/transfers detailed in the attached packet from Human Resource/Payroll (list to be attached to the minutes); with the correction of hiring two CAN's and not setting rates for their positions. Mr. Amato seconded and the motion carried.

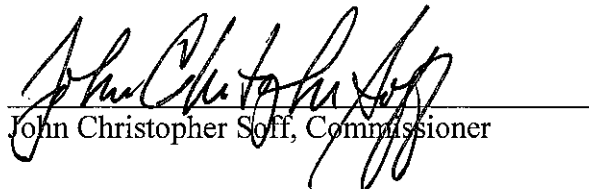
Mr. Weiderspahn stated the Courthouse will be closed for July 4, 2018 for Independence Day, the birth of our county.

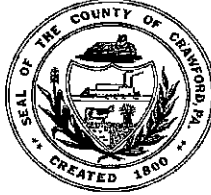
The Board thanked Keith Button for all the help selling the Talon A to Gold Nugget.

There being no further items to address, Mr. Amato made a motion to adjourn. Mr. Soff seconded at 10.04 am and the meeting was adjourned.


Francis F. Weiderspahn Jr., Chairman


John M. Amato, Commissioner


John Christopher Soff, Commissioner



R E S O L U T I O N

RECITALS & BACKGROUND:

A RESOLUTION AUTHORIZING SIGNATURE OF THE FEDERAL HIGHWAY ADMINISTRATION MEMORANDUM OF AGREEMENT REGARDING THE SR 6 BRIDGE OVER FRENCH CREEK PROJECT.

WHEREAS, the Federal Highway Administration ("FHWA"), proposes to replace the SR 6 Bridge over French Creek (Cambridge Springs Bridge) in the Borough of Cambridge Springs, Crawford County, and

WHEREAS, in consultation with the Pennsylvania State Historic Preservation Officer ("SHPO"), the FHWA has determined that the Cambridge Springs Bridge is eligible for inclusion in the National Register of Historic Places, and

WHEREAS, the FHWA has determined the project will have an adverse effect on the Cambridge Springs Bridge, and

WHEREAS, the FHWA has identified a mitigation strategy to offset the adverse effect on the Cambridge Springs Bridge, which includes the removal, disassembling and transportation of the National Register eligible Messerall Road Bridge if a new owner for the Cambridge Springs Bridge is not identified, and

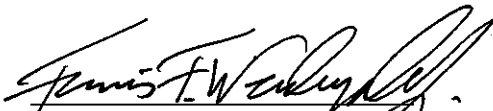
WHEREAS, Crawford County is invited to sign the Memorandum of Agreement (MOA) as owner of the Messerall Road Bridge, and


WHEREAS AND WITH CONSIDERATION, the Crawford County Board of Commissioners support efforts to mitigate the loss of historically significant resources within Crawford County for the betterment of current and future citizens.


THEREFORE, RESOLVED, *on this Twenty Seventh Day of June, 2018, the Crawford County Board of Commissioners do hereby authorize and direct the Chair of the Board of Commissioners, on behalf of the Crawford County Board of Commissioners to execute the Memorandum of Agreement Between the Federal Highway Administration and the Pennsylvania State Historic Preservation Officer Regarding the SR 6 Bridge over French Creek Project.*

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CRAWFORD COUNTY BOARD OF COMMISSIONERS


Francis Weiderspahn, *Chairman*


John M. Amato, *Vice-Chairman*


John Christopher Soff, *Secretary*



A T T E S T:


Gina Chatfield, *Chief Clerk*

Item #	Provider Name & Services	Contract or Amendment	Rate	IV-E Rate	Cost to County	Fiscal Year
1	Avanco International, Inc.	CAPS ASP Agreement				18/19
	Quarterly Maintenance Fee		\$10,383.61/quarter	n/a	CYS = \$1,178.54/quarter MH = \$277.18/quarter	
	Research Analyst		\$54.50/hour	n/a	CYS = \$12.37/hour MH = \$2.91/hour	
	Junior Programmer		\$65.40/hour	n/a	CYS = \$14.85/hour MH = \$3.49/hour	
	Junior Programmer Analyst		\$73.00/hour	n/a	CYS = \$16.57/hour MH = \$3.89/hour	
	Programmer Analyst		\$76.20/hour	n/a	CYS = \$17.30/hour MH = \$4.07/hour	
	Senior Programmer Analyst		\$78.70/hour	n/a	CYS = \$17.86/hour MH = \$4.20/hour	
	Developer		\$92.50/hour	n/a	CYS = \$21.00/hour MH = \$4.94/hour	
	Senior Developer		\$111.20/hour	n/a	CYS = \$25.24/hour MH = \$5.94/hour	
	Project Director		\$125.00/hour	n/a	CYS = \$28.38/hour MH = \$6.67/hour	18/19
2	Butler County	HCQU Agreement	n/a	n/a	n/a	18/19
3	PCYA Memorandum of Understanding for CAPS Technical Support		\$799.11 total	n/a	\$181.40 total	18/19
4	Personnel	CAPS Technical Support				
	Associate Director		n/a	n/a	n/a	
5	Purchase Requisition	P.R.	\$1,462.01 total	n/a	\$296.40 total	17/18
	Dell (Surface for D. Lesik)					
6	Purchase Requisition	P.R.	\$600.00 total	n/a	\$33.94 total	18/19
	Meadville-Western Crawford County Chamber of Commerce (Naomi DeFrancesco Leadership Meadville Tuition Fee)					
7	Travel Request	T.R.	\$1,827.75 max	n/a	\$0.00 max	18/19
	Washington, DC - Joe Barnhart 7/25/18 - 7/28/18					
8	Travel Request	T.R.	\$609.55 max	n/a	\$138.87 max	18/19
	Washington, DC - Kelly Schwab 7/16/18 - 7/17/18					
SOC CONTRACTS						
9	Ashley McWilliams		\$1,195.00 max	n/a	\$0.00 max	18/19
	Broad Street Yoga - Course Tuition					

OTHER



Resolution No. 12 of 2018

**RESOLUTION OF THE COUNTY OF CRAWFORD, PENNSYLVANIA,
AUTHORIZING THE EXPENDITURE OF FUNDS FOR THE CONSTRUCTION
OF PARKING FACILITIES NEAR THE CRAWFORD COUNTY JUDICIAL
CENTER**

WHEREAS, the County of Crawford, Pennsylvania (the “County”), has solicited bids and awarded contracts for the construction of several parking facilities near the Crawford County Judicial Center in the City of Meadville, including a parking deck and several surface lots (the “Parking Facilities”); and

WHEREAS, the County has \$3.8 million in invested funds that are available for use toward the costs of construction and related costs pertaining to the Parking Facilities, consisting of the following: 1.) a Farmers National Bank money market account of \$1.3 million; 2.) a Government Investment Account at C.S. McKee of \$1.25 million; and 3.) a PLIGIT Prime account in the amount of \$1.25 million (the “Invested Funds”).

WHEREAS, the Board of Commissioners wishes to draw down the invested funds as necessary for payment of claims and invoices related to construction and other costs associated with the Parking Facilities.

NOW THEREFORE, BE IT RESOLVED, and it is hereby **RESOLVED**, by the County of Crawford, Pennsylvania, by its governing body, the duly elected and incumbent Board of County Commissioners, Francis F. Weiderspahn, Jr., John M. Amato, and John Christopher Soff, as follows:

- 1. The Invested Funds may be paid and drawn down as necessary for costs related to the construction of the Parking Facilities, upon receipt of customary and usual documentation of claims for payment from vendors and contractors.*
- 2. The appropriate County officials are hereby authorized to execute any and all documents necessary in order to effectuate the intent of this Resolution.*

**RESOLUTION AUTHORIZING THE EXPENDITURE
OF FUNDS FOR THE CONSTRUCTION OF PARKING
FACILITIES NEAR THE CRAWFORD COUNTY
JUDICIAL CENTER
(Page Two)**

IN WITNESS WHEREOF, the present Resolution has been duly adopted this 27th day of June, 2018, in duly advertised and convened public session.

CRAWFORD COUNTY COMMISSIONERS

By: *Francis F. Weiderspahn, Jr.*
Francis F. Weiderspahn, Jr., Chairman

By: *John M. Amato*
John M. Amato, Commissioner

By: *John Christopher Soff*
John Christopher Soff, Commissioner



ATTEST:

Brigid R. Dunson for
Gina Chatfield, Chief Clerk

Requests of New Hires and Employee Transfers

June 27th 2018

For Information Only

Recorder of Deeds

The new Hire of Debra Kearney, Part Time Clerk-Typist I, a newly created position, effective 07/23/2018.

Domestic Relations

The new Hire of Holly Copley, Full Time Supervisor, replacing Rachel VanHorn, effective 07/16/2018.

Human Services

The Transfer of Frank Kasper, from Program Manager to Full Time Associate Director (Substitute), replacing Sue Watkins, effective 08/27/2018.

Correctional Facility

The Emergency New Hire of Christina M Roseberry, Per Diem Correctional Officer, effective 06/25/2018.

Care Center

The Emergency Transfer of Mackenzie Custard, from Per Diem Housekeeping/Laundry Aide to Part Time Housekeeping/Laundry Aide replacing Jessica Jakubac, effective 6/25/2018.

The Emergency New Hire of Kaela Rummel, Per Diem Housekeeping/Laundry replacing Mackenzie Custard, effective 06/25/2018.

The Emergency Transfer of Shane McKinney, Per Diem Housekeeping/Laundry replacing Todd McKinney, effective 06/25/2018.

The ^{hire} ~~rate for~~ Caroline Delgado, Emergency New Hire Per Diem CNA, replacing Brianna Watt, effective 06/25/2018.

The ^{hire} ~~rate for~~ Sydney Vogt, Emergency New Hire Per Diem CNA, replacing Tabatha Wood, effective 06/25/2018.