

The Crawford County Board of Commissioners met on Wednesday, April 11, 2018 for a regular meeting with the following present:

Francis F. Weiderspahn Jr.	Chairman
John M. Amato	Commissioner
John Christopher Soff	Commissioner
Keith Button	Solicitor
Gina Chatfield	Chief Clerk
Brigid Winsor	Deputy Chief Clerk
Brian Connolly	Chief Financial Officer
Mark Phelan	Assistant Maintenance Director
Zachary Norwood	Planning Director
Gail Kelly	Director Human Services
Tim Kelley	ITS Director
Heidi Shiderly	Court Administrator
John Boeckman	Chief Juvenile Probation Officer
Sherry Barzak	Compliance Officer Care Center
Mark Peaster	Assistant to the Commissioners
Kathie Roae	Auditor
Chris Seeley	Auditor
Diana Perry	Auditor
Tim Geibel	CATA
Jeff Cory	Armstrong
Greg Patterson	Point Security
Keith Gushard	The Meadville Tribune
Mark Heim	The Stream

The meeting was opened at 9:35 am with the Pledge of Allegiance.

Mr. Soff made a motion to approve the minutes from the meeting on March 28, 2018. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the minutes from the work session on April 4, 2018. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$4,346,727.29 for the period ending April 10, 2018. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn announced there were no executive sessions held.

Public Comment:

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

Official Business:

Mr. Soff made a motion to approve the Resolution for CATA's FY 18/19 local match in the amount of \$50,000.00 for their operating grant application to the State. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the creation of two per diem Hospitality Companion positions at the Care Center for 12-15 hours per week. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the creation of a Full-time Administrative Assistant position at the Care Center to replace the receptionist position with added responsibilities. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to eliminate the receptionist position at the Care Center. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 14,544 flags from Flag Zone in the amount of \$8,508.24 for Veteran grave markers. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Crawford County Fair Association request to split the cost of upgrading the electrical service between gates 2 and 3 at the Fairgrounds in the total estimated amount of \$5,958.00; \$2,979.00 county portion. Mr. Soff seconded the motion, but only supported up to \$1,500. The motion carried with the affirmative vote of Mr. Weiderspahn and Mr. Amato.

Mr. Soff made a motion to approve the travel request for Human Services employee Frank Kasper to attend a demonstration project sustainability conference in Chicago from April 25-27, 2018 in the amount of \$108.00; \$24.52 county portion. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the Human Services FY 17/18 CYS contract amendment with Summit School Inc. DBA Summit Academy. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following Human Services FY17/18 CYS Contracts:

- Center for Family Services, Inc. – Amendment F-1
- Community Alternative, Inc. – Amendment F-1
- Family Development Services – Amendment F-1
- Family Services of NW PA – Amendment F-2

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve the purchase of a new Dell OptiPlex desk top computer for MDJ Zilhaber, Courtroom 30-3-03, in the amount of \$1,103.92; recommended by IT due to recurring problems with the old computer. Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve the Juvenile Probation contract with Crawford County Conservation District to have juvenile community service participants maintain lawn of Woodcock Creek Nature Center, Stainbrook Park, Peter Yeager Trail and surrounds in the

amount of \$4,500.00; and all time will go towards their restitution credits. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of 10 Omnivista licenses, one pack, from Dagostino Electronic Services in the amount of \$1,980.00; PEPPM contract procurement. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the renewal of support for Proxy Pro Software from Proxy Networks in the amount of \$4,510.00; valid through December 2018. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to ratify the renewal of the Sonus Annual Maintenance agreement to CDWG in the amount of \$2,936.12. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to hire Clarion Environment to remove the roof from a barn at the County Farm and install felt roofing for the amount of \$5,477.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the advertising for bids for the rehabilitation of Bridge #41 on Craig Road in Saegertown; paid from Liquid Fuels funds. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the advertising for bids for the rehabilitation of Bridge #29 on Depot Road in Conneautville; paid from Liquid Fuels funds. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to approve payments for the Judicial Center (total amount \$77.58)

- Ace Contractors for lumber for shelving – Clerk of Courts ~ \$59.27
- Ace Contractors for supplies for shelving – Clerk of Courts ~ \$15.98
- Ace Contractors for supplies for shelving – Clerk of Courts ~ \$2.33

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payments for General Operations (total amount \$192,896.67)

- Integrity Complete Auto Repair for repair 2014 Chevy Equinox ~ \$1,450.65 – APO
- Stenograph LLC for Edge for CATalyst Software Support 4/10/18 to 4/9/19 - \$629.00
- 4ward Planning, Inc. for 25% progress payment-real estate & economic impact analysis-Crawford County Housing Plan (to be reimbursed thru CDBG funding-2016 Admin Funds) ~ \$14,110.00 – Planning
- CHAPS for January 2018 Shelter+ Care Rental – Assistance ~ \$16,331.00 – Planning
- CHAPS for January 2018 Shelter+ Care Rental – Administration ~ \$1,282.06 – Planning
- CHAPS for February 2018 Shelter+ Care Rental – Assistance ~ \$14,202.00 – Planning
- CHAPS for January 2018 Shelter+ Care Rental – Administration ~ \$1,025.65 – Planning
- Penn State Extension for 2nd Qtr. 2018 Budget Allocation ~ \$82,500.00 – Coop Extension
- Porter Consulting Engineers, P.C. for former county jail demolition ~ \$932.56 – Planning
- Svetz Energy Services for 2nd Qtr. 2018 energy procurement services ~ \$1,714.00 – Bldg. & Grounds
- Quality Living Center for 2nd Qtr. 2018 Budget Allocation ~ \$43,750.00 – Multi-HS

- City of Meadville for Street Occupancy Permit for County Lot 1 (parking garage) ~ \$120.00 – Parking Project
- City of Meadville for Building Permit for County Lot 1 (Parking garage) ~ \$14,675.25 – Parking project
- City of Meadville for Demolition Permit for County Lot 2 (364 Walnut) ~ \$154.50 – Parking Project
- City of Meadville for Street occupancy permit for county lot 2 (364 Walnut) ~ \$20.00 – Parking Project

Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify payments for General Operations (total amount \$13,298.09)

- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 3/16/18 (runoff) – Various ~ \$2,422.99
- Crown Benefits Administration for Weekly Claims Remittance, Week Ending 3/23/18 (runoff) – Various ~ \$(433.49)
- Stantec for Progress payment – parking phase 2 – design thru construction management ~ \$11,308.59 – Parking Project

Mr. Soff seconded and the motion carried.

Mr. Amato made a motion to approve an extension, for the Planning Office, the Appalachian Regional Commission HUD Grant agreement from August 25, 2018 to January 1, 2019. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the County Farm land bids to Schutz Farm for \$8,235.00 a year for five years. Mr. Amato seconded and the motion carried.

Mr. Soff made a motion to approve the design services for the Correctional Facility Roof replacement project to Stantec Architecture in the amount of \$16,500.00, for bid documents necessary to bid this work. Mr. Amato seconded and the motion carried.

Mr. Amato made a motion to ratify the appointment of Frank Staszko to NWPB Workforce Development Board effective April 7, 2018 to April 6, 2021. Mr. Soff seconded and the motion carried.

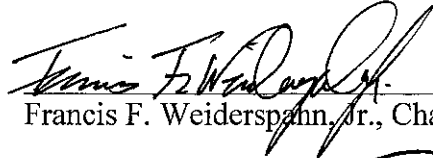
Mr. Weiderspahn made a motion to ratify the Letter of Support to the Oil Region Alliance for six total projects. Mr. Amato seconded and the motion carried.

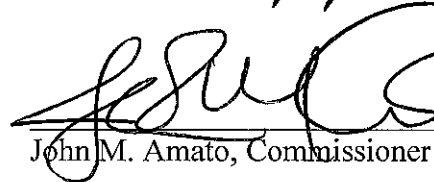
Mr. Soff made a motion to approve the Resolution to transfer ammunition from Juvenile Probation to Meadville City Police since no other county entity is in need of these items. Mr. Amato seconded and the motion carried.

Mr. Weiderspahn stated the next Full Meeting for the Commissioners is Thursday, April 26, 2018 due to poll worker training taking place in the Assembly Room of the Courthouse on Wednesday.

Mr. Weiderspahn stated April 16, 2018 is the last day to register to vote before the May 15th Primary election and encourages everyone to vote.

There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Amato seconded and the meeting was adjourned at 10:03 am.


Francis F. Weiderspahn, Jr., Chairman


John M. Amato, Commissioner


John Christopher Soff, Commissioner



RESOLUTION

RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE

The Board of Commissioners of Crawford County resolves and certifies that it will provide the Crawford Area Transportation Authority local funds in the amount of \$41,862.00 to match state funds provided pursuant to 74 Pa. C.S. Section 1513 in Fiscal Year 2018-19 and \$8,138.00 for future operating and capital needs supporting public transportation.


Further, the Board of Commissioners resolves and certifies that the required amount of local matching funds will be provided no later than the end of the State Fiscal Year, June 30, 2019.

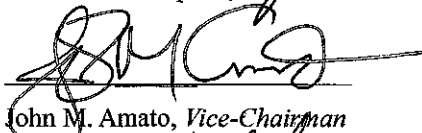
The following schedule indicates dates and payments of eligible local matching funds:


<u>Payment Date</u>	<u>Payment Amount</u>
May 2019	<u>\$ 50,000.00</u>

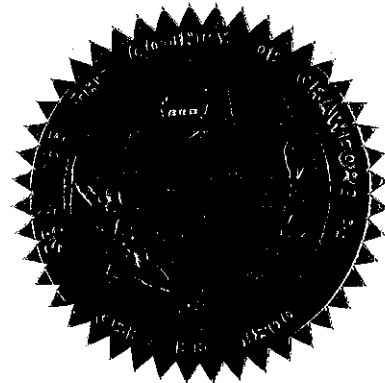
We, Crawford County Commissioners, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at the regular meeting of the Board of Commissioners held the 11th day of April, 2018.

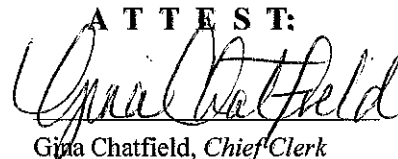
CRAWFORD COUNTY BOARD OF COMMISSIONERS


Francis Weiderspahn, *Chairman*


John M. Amato, *Vice-Chairman*


John Christopher Soff, *Secretary*



A T T E S T:

Gina Chatfield, *Chief Clerk*

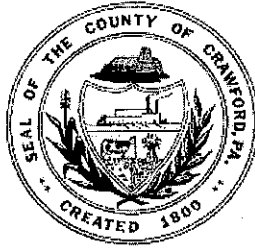
Item #	Provider Name & Services	Contract or Amendment	Rate	IV-E Rate	Cost to County	Fiscal Year
1	Travel Request	T.R.				
2	Chicago, IL - Frank Kasper 4/25/18 - 4/27/18 Summit School, Inc. DBA Summit Academy	Contract (Revised)	\$108.00 total	n/a	\$24,52 total	17/18
3	Drug and Alcohol Summit Residential (rate effective July 1, 2017 - in effect 31, 2018) Summit Residential (rate effective April 1, 2018 - June 30, 2018)	Amendment F-1	\$218.18/day \$137.68/day \$150.00/day	\$142.48/day \$98.73/day \$107.62/day	\$27.67/day \$54.60/day \$37.69/day	17/18
4	Center for Family Services, Inc. Training - Parenting Training - Counseling Community Alternatives, Inc.	Amendment F-1	\$2,910.60 total \$4,925.34 total	n/a n/a	\$291,06 total \$492,53 total	17/18
5	Family Development Services Training - Parenting Training - Counseling	Amendment F-1	\$1,940.40 total \$6,300.00 total	n/a n/a	\$194,04 total \$630,00 total	17/18
6	Family Services of NW PA Training	Amendment F-2	\$1,344.00 total	n/a	\$134,40 total	17/18
			\$11,472.30 total	n/a	\$1,147,23 total	

4/4/2018

Legend:

- Rate = Increased From Prior Fiscal Year
- Rate = Same As Prior Fiscal Year
- Rate = Decreased From Prior Fiscal Year
- Rate = New Program

{Provider Name} = Not Used During Prior Fiscal Year or Current FY



Resolution No. 3 of 2018

**RESOLUTION OF THE COUNTY OF CRAWFORD, PENNSYLVANIA,
TRANSFERRING AMMUNITION TO THE CITY OF MEADVILLE POLICE
DEPARTMENT**

WHEREAS, 16 P.S. § 1805 provides that personal property of the County may only be disposed of by sale or otherwise upon resolution of the Board of Commissioners; and

WHEREAS, Crawford County owns surplus 9mm ammunition that is no longer needed for county operations, but the Commissioners have determined that the ammunition can be utilized by the City of Meadville's Police Department; and

WHEREAS, the Meadville Police Department has indicated to the County that it is willing to accept the donation of the 9mm ammunition; and

WHEREAS, the Board of Commissioners of Crawford County feels it is in the best interests of the County's residents to donate the ammunition to the Meadville Police Department, as opposed to selling the ammunition to the highest bidder.

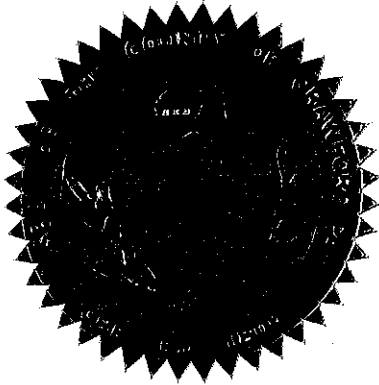
NOW THEREFORE, BE IT RESOLVED, and it is hereby **RESOLVED**, by the County of Crawford, Pennsylvania, by its governing body, the duly elected and incumbent Board of County Commissioners, Francis F. Weiderspahn, Jr., John M. Amato, and John Christopher Soff, as follows:

- 1. That the surplus 9mm ammunition may forthwith be transferred to the City of Meadville Police Department to be used for such purposes as it deems most appropriate.*
- 2. The appropriate County officials are hereby authorized and instructed to carry out the intent of this Resolution in cooperation with Meadville City Police Department staff, and to execute any and all documents necessary to implement this Resolution.*

**RESOLUTION TRANSFERRING
AMMUNITION TO THE CITY OF
MEADVILLE POLICE DEPARTMENT
(Page Two)**

IN WITNESS WHEREOF, *the present Resolution has been duly adopted this 11th day of April, 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:

Gina Chatfield
Gina Chatfield, Chief Clerk

Requests of New Hires and Employee Transfers

April 11th 2018

For Information Only

Human Services- CYS

The Transfer of Jessie Brocklehurst, from Substitute Caseworker I to Permanent Caseworker I, replacing Lewis Nordin, effective 04/09/2018,

Correctional Facility

The New Hire of Ryan T Dunn, Per Diem Correctional Officer, effective 04/16/2018.

The New Hire of Judy L Wise, Per Diem Correctional Officer, effective 04/16/2018.

The New Hire of Bryan R Little, Per Diem Correctional Officer, effective 04/16/2018.

The New Hire of Anthony L Dudas, Per Diem Correctional Officer, effective 04/16/2018.

Care Center

The Emergency Hire of Autumn Holden, Full Time Nutrition Aide, transferring from Per Diem Nutrition Aide, replacing Karen Massung, effective 04/02/2018.

The Emergency Hire of Jeffrey Grove, Full Time Nutrition Aide, transferring from Per Diem Nutrition Aide, replacing Paige Webster, effective 04/02/2018.

The New Hire of Misty Beiter, Per Diem Nutrition Aide, replacing Autumn Holden, effective 04/16/2018.

The New Hire of Mirrissa Fleming, Per Diem CNA, replacing Terae Singleton, effective 04/16/2018.

The New Hire of Samantha Vaughn, Per Diem CNA, replacing Christa Venard, effective 04/16/2018.