

The Crawford County Board of Commissioners met on Wednesday, October 12, 2022 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Terri Chimiak	Secretary
Christine Krzysiak	Treasurer
Matt Digiacomo	IT
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Dave Powers	Sheriff
John Swick	CCHA
Holly Varndell	JPO
Chaney Hoyle	Domestic Relations
Heidi Shiderly	Court Admin
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Brittany Johnston	Human Resources
Keith Gushard	Tribune
Kevin Tommaney	Armstrong Cable

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 September 28, 2022.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on October 5, 2022.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,124,692.62 for the period ending October 11, 2022. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to re-appoint Joseph A. Roddy to the Crawford County Hospital Authority. His term will expire on the 1st Monday of January 2023. Re-appointment as a member will fill the term commencing January 2, 2023 and ending the first Monday of January, 2026. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay the bill for state inspection and windshield replacement on the 2010 Dodge Caravan in the total amount of \$591.65. The cost of the windshield on the amount of \$522.91 will be reimbursed by the county insurance company. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify payment to Scobell Company, Inc., \$2,980.90 for repairs to the roof top York heating unit. A service call was placed January 2022 because the unit was not working properly. The heat exchanger had been on back order since then. Item is budgeted. Invoice is included with the requisition. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 2 Lexmark Toner Cartridges in the amount of \$603.99 each, from Staples for a total cost of \$1,207.98. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the receipt of \$52,336.00 from the PEMA Interconnectivity fund to be used to offset the costs of maintaining NG-911 GIS data. This will be used to fund a portion of the GIS Technician's 2023 wages/benefits. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 2 water storage tanks to replace 1 larger tank, the larger tank is no longer serviceable. Total cost of 2 tanks and plumbing is \$5,442.44. Purchased from R.E. Michel Company. This is a budgeted item, to be paid from capital purchases Line # 9205-00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of below. Mr. Soff seconded and the motion carried.

2 Mossberg 590A1 12 Gauge shotguns	\$ 690.00 each
2 Streamlight Weapon lights	\$ 1 40.00 each
2 Tactical slings	\$ 75.00 each
2 Side saddle ammo carriers	<u>\$ 30.00 each</u>
Total	\$ 1,870.00
And Trade in of 5 County owned outdated Shotguns	<u>\$-1,675.00</u>
Cost to the County	\$ 195.00

Mr. Soff made a motion to approve the contract with Government Software Services for tax billing services. Contract has been reviewed by Keith Button. Mr. Weiderspahn seconded and the motion carried.

Ms. Krzysiak requested to table the contract with Government Software Services for Computer Software Services until a later date.

Mr. Weiderspahn made a motion to approve payment to Titusville Herald in the amount of \$5,527.25 for advertisement cost of the 2022 Tax Upset Sale. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice # 5141 from Crawford Area Transportation Authority (CATA) in the amount of \$194.10 for their August 2022 Rural Family + Workforce Transit Program expenses. This is paid for by Crawford County's FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice # 77256 from the Meadville Tribune in the amount of \$290.25 for the public notice for the program modification of the Market House. This is paid for by the City of Meadville's FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a resolution authorizing the submission of the FY 2022 Community Development Block Grant (CDBG) application by the Crawford County Planning Office. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoices # 35, #36, and, 37 from Stiffler McGraw Associates, Inc. in the amount of \$190.50 for their engineering services associated with the following projects: This is paid for out of Crawford County's FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

- Richmond Township \$63.50
- Beaver Township \$63.50
- Steuben \$63.50

Mr. Soff made a motion to ratify a travel request in the amount of \$1,182.48 for Thomas Gilbertson to attend the Pennsylvania American Planning Association Conference in Lancaster Pennsylvania. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve acceptance of the Crawford County Planning's 2022 Annual Report submission. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to issue a Proclamation that October is National Community Planning month. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoices #163471 from HRG, Inc. in the amount of \$20,400.00 for their engineering services associated with the ARC Power Grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to **ratify** approval to pay invoices from Courthouse Remodeling Project – Window Replacement - \$262,237.50. Mr. Weiderspahn seconded and the motion carried.

- Application # 2 - United Contractors, Inc. - \$189,424.08
- Application # 3 - United Contractors, Inc. – \$72,813.42

Mr. Weiderspahn made a motion to approve to pay invoice from Tower Engineering – Courthouse HVAC Project – \$2,626.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Perry Construction – Application # 5 – for work done on Courthouse HVAC Project - \$534,311.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of proposal from Perry Construction to have Amark Environmental abate the lead paint on the 1st Floor ceiling in Courthouse - \$37,910.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay invoices from ADA Ramp Project in front of the Courthouse – \$166,275.00. Mr. Weiderspahn seconded and the motion carried.

- Application # 2 – Gildea Group, LLC - \$98,775.00
- Application # 3 – Gildea Group, LLC - \$67,500.00

Mr. Weiderspahn made a motion to approve to install a new water softener system at the Courthouse – Culligan Water - \$7,789.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to install a new 4” gate valve at the Courthouse – Scobell Company, Inc. - \$1,378.62. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay Gary Theuret – to haul manure during Fair - \$4,281.00 - this will be reimbursed by the Fair Board. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay invoice for Tri-County Industries – dumpster service during Fair – \$8,078.00 - this will be reimbursed by the Fair Board. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to purchase hydraulic cylinder for power steering on John Deere tractor at the Fairgrounds – LandPro Equipment, LLC - \$ 656.70. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Clarion Environmental - to remove asbestos shingles on shop building in Saegertown - \$8,621.22. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify Approval to pay H.J. Finck Tires, Inc. – 4 tires - \$1,134.88 – paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay H.J. Finck Tires, Inc. – 6 tires for 1 truck - \$1,445.12 – paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay The EADS Group - Estimate # 26 – Part I - Wightman Rd Bridge #14 - \$3,257.97 – paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice for Brian J. Noah, County Project Manager - \$3,856.50 - Professional Services from 9/1/22 to 9/30/22. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoice to Rabe Environmental Systems, Inc. - for a service call to the Renewed Life Haven – no hot water - \$1,444.50 – this will be paid by Human Services. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment to Center for Family Services, Inc. for (ERAP92822), (ERAP92822-2), (ERAP92822-HN). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Personnel – Recommendation of Krysta Lynn Geer to CCHS Advisory Board. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Personnel – Recommendation of Tami Farrell to CCHS Advisory Board. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve SOC Contracts FY 22/23 from Joseph H. Markiewicz. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve CYS/JP Contracts FY 22/23 from Bethesda Lutheran Services – Amendment F-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve CYS/JP Contracts FY 22/23 from Vocational & Psychological Services – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve MH/ID/EI Contracts FY 22/23 Vallonia Industries. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve MH/ID/EI Contracts FY 22/23 Youth Advocate Programs, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisitions in the amount of \$10,202.66. Mr. Weiderspahn seconded and the motion carried.

• MaherDuessel	21,005.44
• PennState Extension	52,500.00
• Crawford/Venango Fire School	2,500.00
• CC Drug & Alcohol	15,162.62
• CC CYS	10,034.60
• Crawford County Visitors Bureau	<u>2,000.00</u>
	\$103,202.66

Mr. Weiderspahn made a motion to ratify Purchase Requisitions in the amount of \$805,427.50. Mr. Soff seconded and the motion carried.

• Tucker, Johnston & Smelzer - Assured Partners	65,546.70
• Tucker, Johnston & Smelzer - Assured Partners	11,350.00
• Tucker, Johnston & Smelzer - Assured Partners	30,000.00
• Crawford County Human Services	3,450.00
• PCHIPC	<u>695,080.80</u>
	\$805,427.50

Mr. Soff made a motion to approve the agreement with Pension Technology Group, Inc. PTG is a software system for use in connection with maintaining the retirement system data for payroll. The maintenance and hosting fees are \$20,000 per year for 10 years, and we will be billed \$5,000 on a quarterly basis. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn tabled the Fair Board request to approve the contract from Toyota for vehicle display at concerts and main events during fair week.

Mr. Weiderspahn tabled the Fair Board request to approve the contract from Toyota for sponsorship of the main stage as the Toyota Stage. Both contracts are for three years beginning in 2023.

Mr. Weiderspahn made a motion to approve the reimbursement of hotel expense to solicitor for attendance at 2022 CCAP Solicitors' Conference in Harrisburg on 9/30/22 in the amount of \$127.65. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the New Hires/Transfers on the attached sheet from Human Resources/Payroll (list attached to the minutes). Mr. Weiderspahn seconded and the motion carried.

The next Meeting will be held on meeting will be held on Wednesday, October 19, 2022. There being no further items to address, Mr. Weiderspahn made a motion to adjourn. Mr. Soff seconded and the motion carried.

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Eric Henry, Chairman

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Francis F. Weiderspahn, Jr., Commissioner

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John Christopher Soff, Commissioner