

The Crawford County Board of Commissioners met on Wednesday, October 26, 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
Scott Hatton	IT
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Dave Powers	Sheriff
Jack Greenfield	CCCCF
Heidi Shiderly	Court Admin
Zach Norwood	Planning
Mark Phelan	Maintenance
Tonya Moyer	Care Center
Lura Pots	Care Center
Staci Porter	Care Center
Sue Watkins	Human Services
Brittany Johnston	Human Resources
Daniel Button	Student
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 October 12, 2022.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on October 19, 2022.

Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,805,427.89 for the period ending October 25, 2022. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to ratify the payment in the amount of \$1,097.00 to the Wilkins Company for repairs made to an outside CCTV tilt/pan/zoom camera. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve purchase of 2023 File Folders for MDJ Titusville AVAIL filing system from AVAIL for \$2,314.40. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the transfer of ARPA#1 funds from Erie Bank/CNB matured 3-month CD to the General Fund for Revenue Replacement in the amount of \$1,003,021.61. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Resolution Requiring Tax Collectors to Waive Additional Charges for County Real Estate Taxes Under Certain Circumstances. New requirement of Act 57 of 2022. Keith Button prepared this resolution. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the invoice with Cleveland Brothers Equipment Company for annual Generator Load Bank Test and subsequent required repairs at \$1,694.36. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the invoice with Environmental Service Laboratories for the annual Legionella test at \$573.75. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Post-Acute Analytics, Inc (ANNA) for proprietary care transition payor management software. No fees associated with the contract. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the invoice from Abco Fire Protection for payment in the amount of \$693.22.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Teleosoft County Suite maintenance agreement in the amount of \$6,872.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase of a Rapiscan 620XR X-Ray machine for the Courthouse total Cost of \$24,113.00. Paid for by AOPC Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to purchase a Dell OptiPlex 7000 Computer to replace underpowered Observation unit. Cost is \$1,362.11. The computer replacement recommended by IT to fix numerous problems with unit. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the naming of Allen Clark, County EMA Coordinator as the authorized agent for the participation in a Hazard Mitigation Plan Update project on behalf of Crawford County. This will allow for a grant to be received in the amount of \$105,000.00 which will cover all costs associated with the process. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$700.00 to the National Emergency Number Association (NENA) for the 2023 dues for the DPS staff. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$6,000.00 to LSSE Civil Engineers for oversight of the construction bidding process for the access road at the Greiser Rd Tower project. This will be funded with allocated ARPA funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a backup generator and transfer switch for the Greiser Rd Tower project from the PALCO corporation at a cost of \$13,952.00. This will be funded with allocated ARPA funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of a backup generator and transfer switch for the Sugar Lake tower project from the PALCO corporation at a cost of \$13,952.00. This will be funded with allocated ARPA funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project – HVAC Project - \$1,555.00. Mr. Soff seconded and the motion carried.

- Meadville Redi-Mix Concrete Inc. - \$1,395.00
- Powell's Portable Toilets – \$160.00

Mr. Soff made a motion to ratify approval to pay invoice to Rabe Environmental Systems, Inc. - for a service call to the Renewed Life Haven – blown hot water line - \$2,761.73 – this will be paid by Human Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to hire Shingledecker's Welding, Inc. – deck replacement on Bridge # 11 – Plank Rd - \$18,767.20 – this will be paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify to approve Resolution - Francis F. Weiderspahn, Jr., Vice-Chairman, has signing authority involving Pennsylvania Department of Transportation. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay Scott Electric - \$ 7,503.61 – this will be reimbursed by the Fair Board. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 2 from A&MP Electric, Inc. in the amount of \$5,000.00 for Vernon Township Municipal Building improvements. This is paid for out of Vernon Township FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of Application for Payment No. 4 from Dynasty Construction Unlimited, Inc. in the amount of \$15,983.10 for Vernon Township Municipal Building improvements. This is paid for out of Vernon Township FY 2019 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of Application for Payment No. 5 from Dynasty Construction Unlimited, Inc. in the amount of \$12,070.99 for Vernon Township Municipal Building improvements. This is paid for out of Vernon Township FY 2019 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #360728 from the Venango Newspapers in the amount of \$570.30 for publication of the Request for Proposals (RFP) for the City of Titusville Church Run Flood Mitigation Plan. This is paid for by the City of Titusville's FY 2021 CDBG program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase of Adobe Creative Cloud subscription in the amount of \$599.98 for software necessary for staff to complete workload. Product quote based off product purchase invoice from November 2021. Paid out of General Funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify a radio campaign contract with Forever Media in the amount of \$2,400.00 for Crawford County's Fair Housing activity for FY 2022. This is funded through Crawford County's Community Development Block Grant Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #77256 from the Meadville Tribune in the amount of \$207.00 for publication of the Request for Proposals (RFP) for the City of Titusville Church Run Flood Mitigation Plan. This is paid for by the City of Titusville's FY 2021 CDBG program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #77113 from the Meadville Tribune in the amount of \$374.25 for publication of the 2nd Public Hearing Notice for 2022 CDBG Grant Application. This is paid for by the FY 2019 County Admin. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Petition for Tax Assistance Pursuant to the Local Revitalization Tax Assistant Act for a new building at 17186 Park Avenue Extension Saegertown, PA 16433. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify payment to Center for Family Services, Inc. for (ERAP930-2), (ERAP93022-HN). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Leonard's Auto Service & Towing (Repairs for #16). Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Media Displays, Inc. (One Year of Advertising at Titusville YMCA). Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve Purchase Requisitions in the amount of \$4,209.35. Mr. Weiderspahn seconded and the motion carried.

• Pennsylvania Friends of Agriculture	2,750.00
• Assured Partners	<u>1,459.35</u>
	\$ 4,209.35

Mr. Weiderspahn made a motion to approve the payment of the Campbell, Durrant & Beatty invoice #74600 in the amount of \$7,144.05 for special labor counsel. 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, November 2, 2022. There being no further items to address, Mr. Soff made a motion to adjourn. Mr. Weiderspahn 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