

The Crawford County Board of Commissioners met on Wednesday, April 26, 2023 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn	Commissioner
John Christopher Soff	Commissioner
Terri Chimiak	Secretary
Christine Krzysiak	Treasurer
Matt Digiacommo	IT/Voters Services
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Dave Powers	Sheriff
Kristin Hauser	CATA
Jen Obenrader	JPO
Jack Greenfield	CCCF
Beth Forbes	Register Recorder
Trevor Oates	APO
Tonya Moyer	Care Center
Heidi Shiderly	Court Admin
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Brittany Johnston	HR
Kevin Tommaney	Armstrong
Robert Preston	ABATE
Rita Preston	ABATE
Carol Morrison	ABATE

The meeting was opened with the Pledge of Allegiance, led by Mr. Preston.

Mr. Soff made a motion to approve the minutes from the full session meeting held on April 12, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on April 19, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$5,988,433.83 for the period ending April 25, 2023. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the CATA Local Share resolution for our FY23/24 season. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase 2 Stihl FS 91R Loop Handle string trimmers valued at \$359.99 each, totaling \$719.98 from Greenhill Farms. Additionally, to purchase 2 cycle fuel mix for \$13.99, which will give the purchase a 2-year warranty on the trimmer units. This new equipment is being requested in order to replenish old equipment for the JPO Community Service mowing program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of a HP LaserJet Enterprise M507x Printer and additional feeder tray for \$1,297.94. This will replace the current main office printer which is near the end of its life. This will be paid for with Recorder of Deeds Records Improvement funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay the invoice for the Advertisement in the Titusville News Journal for the Election Proclamation in the total amount of \$2,525.00 to be paid to the Corry News Journal. This item is budgeted. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve modification of current Drug and Alcohol RIP/Intermediate Punishment Grant – modifying to reduce the grant by \$68,500. This reduction is not going to affect the County at all, it is a reduction in money that Crawford County Drug & Alcohol are not going to be using for treatment due to extension of the public health emergency issued by Biden Administration for COVID 19. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay an invoice to Witmer Public Safety Group in the amount of \$5,279.31. The invoice is for nine (9) sets of plates to go inside nine (9) Point Blank Hi Lite Vest, as the previous sets has will be reaching their expiration in June of 2023. We are taking advantage of a Bulletproof Vest Program through the Department of Justice. This allows Federal Reimbursement for up to 50% of the costs of the body armor and Crawford County was successful in the past for qualifying for this program. Point Blank falls under the listed qualified manufacturers for Federal Reimbursement. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$2,500.00 to McCutcheon Enterprises for the annual Hazardous Materials Team response retainer. Budgeted item out of the Haz-Mat safety fund. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$2,723.00 to ESI Equipment INC to conduct in-person training for County based fire departments dealing with Electric Vehicle Emergencies and Fires. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$10,481.81 to Gildea Construction for work performed at the Greiser Road Project site. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the HIPAA Business Associate Agreement with Farley Solutions. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the Clinical Services Agreement with LECOM Northwestern PA Vaccine Outreach to provide staff and support for administration of influenza/COVID vaccinations and carry the cost of the vaccines. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the amended request for the new quoted price of \$499.58 to purchase a HP Color Laser Jet Pro MFP M283fdw printer. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #03-2023-06 from Pashek+MTR in the amount of \$4,435.85 for engineering services in March 2023 for the Ed Myer Complex in Titusville. This is a nonbudgeted item. This item is to be is paid for out of Titusville's FY 2020 CDBG. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #2 from Stiffler McGraw & Associates, Inc. in the amount of \$5,377.00 for March 2023 engineering services for Church Run Flood Mitigation Plan. This is a non-budgeted item. This is paid for out of the City of Titusville FY 2021 CDBG. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to purchase an annual Constant Contact subscription in the amount of \$144.00 for marketing the Comprehensive Plan and other initiatives. This is a non-budgeted item. This will be paid for out of the State Facility Closure Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment of a portion of invoice #77256 from The Meadville Tribune in the amount of \$778.00 for publication of notice of procurement of paving contractors. This is a nonbudgeted item. This is paid for out of the City of Titusville FY 2021 CDBG. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of a portion of invoice #77256 from The Meadville Tribune in the amount of \$407.25 for publication of notice of procurement of paving contractors. This is a nonbudgeted item. This is paid for out of the City of Titusville FY 2019 CDBG. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a Letter of Understanding between Crawford County and Conneautville Borough regarding the Community Development Block Grant FY2020 competitive grant award for Washington and Mulberry Streets stormwater management improvements in the amount of \$70,497.84. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of the Crawford County Rural Broadband Expansion Focus Areas Broadband Partnership Agreement between All Points Broadband Partners Crawford, LLC and Crawford County. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following plans, policies, and resolutions for Crawford County's 2023 CDBG program. Mr. Weiderspahn seconded and the motion carried.

- 2023 Section 3 Compliance Officer Resolution
- 2023 Section 3 Plan
- 2023 Language Access Plan
- 2023 Fair Housing Resolution
- 2023 Fair Housing Resolution in Pennsylvania Dutch
- 2023 CDBG Citizen Participation Plan
- 2023 Residential Anti-Displacement and Relocation Assistance Plan
- 2023 Section 504 Plan
- 2023 Section 504 Grievance Procedure
- 2023 Minority and Women's Business Enterprise Plan

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project - HVAC Project – Total of \$ 3,066.00. Mr. Soff seconded and the motion carried.

- Meadville Redi-Mix Concrete Inc. – \$ 440.00
- Tower Engineering, Inc. - \$ 2,626.00

Mr. Soff made a motion to ratify approval of Invoices from Courthouse Remodeling Project – Fair Office Remodel – Foulk's Flooring America - \$ 1,850.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice for year # 2 of the generator planned maintenance agreement – Cummins Sales and Service – \$ 932.45. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of Invoices from Courthouse Remodeling Project – Treasurer's Office Remodel – Total \$ 391.78. Mr. Weiderspahn seconded and the motion carried.

- Bulldog Lock and Safe LLC - \$ 20.25
- The Home Depot - \$ 196.76
- Saegertown Hardware - \$ 8.09
- Sherwin-Williams - \$ 166.68

Mr. Weiderspahn made a motion to approve to hire The EADS Group – to evaluate design issues for the parking deck – \$ 1,900.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire Northwest Restoration Inc. – to tuck point bricks on the elevator penthouse on the Courthouse - \$ 7,700.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to hire Northwest Restoration Inc – to make repairs to stonework on the bell tower of the Courthouse - \$ 7,200.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of Resolution No. 5 of 2023 - authorizing the sale of a 1966 Farmall 706 Tractor. Mr. Weiderspahn seconded and the motion carried. Mr. Phelan mentioned that an offer has come in from Chuck Dengler of Dengler's Farm Garage in the amount of \$3,000.00.

Mr. Weiderspahn made a motion to approve to purchase a Ford 7000 tractor from Allan Hart and Sons Farm Machinery – \$ 15,500.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Mark A. Johnson, Electrical Contracting – to replace multiple poles and LED lights at the Fairgrounds - \$ 11,775.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Avanco International, Inc. CWIS Agreement for FY 23/24. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Avanco International, Inc. ICAMS Provider Agreement for FY 23/24. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CWEL Agreement for Rory Buhler. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Payment to Crawford County Commissioners (Pension due to County). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the SOC Contracts FY 22/23 from New Beginnings Church of God DBA Water's Edge Christian Services – Amendment C-2. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Invoices/Purchase Requisitions in the amount of \$2,750.00 from PA Friends of Agriculture. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the renewal of the lease of the Crawford County Farm to Schutz Farms of Meadville, PA. This will be a five-year lease beginning May 1, 2023 and running through April 30, 2028 for 122 acres at \$8,235.00 per year. The lease is payable annually on or before May 1st of each year. 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.

Mr. Weiderspahn made a motion to adjourn the meeting. Mr. Soff seconded and the motion carried.

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner