

The Crawford County Board of Commissioners met on Wednesday, February 22, 2023 for a regular meeting, with the following present:

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| Eric Henry | Chairman |
| Francis Weiderspahn | Commissioner |
| John Christopher Soff | Commissioner |
| Gina Chatfield | Chief Clerk |
| Terri Chimiak | Secretary |
| Christine Krzysiak | Treasurer |
| Matt Digiacomio | IT/Voters Services |
| Stephanie Franz | Chief Financial Officer |
| Keith Button | Solicitor |
| Pam Smith | Sheriff's Deputy |
| Jack Greenfield | CCCCF |
| Beth Forbes | Register recorder |
| Dean Maynard | Fair Board |
| Chris Junker | CC Regional Airport Authority |
| Rick Copeland | Guest |
| Andrew Parkin | GIS |
| Carla Smith | Domestic Relations |
| Joe Galbo | Assessment |
| Betty Waite | Court Admin |
| Greg Beveridge | Public Safety |
| Zach Norwood | Planning |
| Mark Phelan | Maintenance |
| Sue Watkins | Human Services |
| Brittany Johnston | HR |
| Ellie Donell | HR/Payroll |
| 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 February 8, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on February 15, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,490,943.97 for the period ending February 21, 2023. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Soff made a motion to postpone to the re-appoint of John Molke and Stephen Carman as a Regional Airport Authority Board Members until further information is provided, Mr. Weiderspahn seconded. Commissioners Soff and Weiderspahn voted yes, with Commissioner Henry voting no to the postponement and the motion carried.

Mr. Weiderspahn made a motion to ratify a backup IV-D Attorney contract at the County rates of \$55.00 out of court and \$70.00 in court. Contract has been approved by County Solicitor Attorney Keith Button. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$1,980.37 to Erie County Dept of Public Safety for our portion of the EMS Plan Administrator's wages/fringes. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve for Andrew Parkin and Dave Amy to attend the ESRI National GIS Conference July 9th – 14th for fee's in the amount of \$1,697.00, with Dave's fees being paid from Public Safety Wireless funds. This is a budgeted item and Mr. Soff seconded. Commissioners Soff and Weiderspahn voted yes, with Commissioner Henry voting no and the motion carried.

Mr. Soff made a motion to approve to purchase Video Conferencing Equipment for the Gary Chapin Training Center. \$1,629.92 will be paid with a CCAP Grant. \$104.08 will be funded from CCCF budget. Total cost of the project is \$1,733.70. Equipment to be purchased at various vendors, listed on purchase . Mr. Weiderspahn seconded and the motion carried.

- 65-inch TV \$378.00
- TV Wall Mount \$ 35.99
- Sony TV Sound Bar \$ 98.00
- Blue Yeti Nano Microphone \$ 89.99
- Udessa Webcam \$169.00
- Latitude Laptop \$938.73
- 25' HDMI Cable \$ 23.99

Mr. Weiderspahn made a motion to approve repairs and parts for CCCF's dishwasher. Dishwasher will not heat to required temperatures as required by the Dept of Food Safety and Health. Repairs to be completed by WM. T. Spaeder. Cost of repairs are \$4436.72. This is not a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify and adopt the 2023 Assessment and Per Capita rolls. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the annual Pymatuning PILOT. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment of the Reynolds Business Systems invoice in the amount of \$34,594.92 for the initial conversion of the ROD & ROW images to a PDF/A format. This will be paid with Recorder of Deeds Records Improvement funds. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of the Reynolds Business Systems invoice in the amount of \$2,168.85 for the annual fees for ongoing conversion of ROD & ROW images to a PDF/A format. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #3681 from the City of Meadville RDA in the amount of \$31,002.00 for reimbursement to the city for code enforcement. This is paid for out of the City of Meadville FY 2020 CDBG. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice # 286574 from Forever Media – Northwest PA in the amount of \$1800.00 for Fair Housing advertising. This item is not budgeted and is to be paid for by the FY 2019 CDBG Admin. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice from Windstream in the amount of \$18,281.24 for the Keystone Industrial Park broadband installation. This item is not budgeted and is to be paid for by the State Facility Transition Closure Program Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Application for Payment #3 from Terra Works, Inc. in the amount of \$23,560.00 for work completed at Titusville Diamond Street Park. This is paid for out of the City of Titusville FY 2020 CDBG. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay invoices from Courthouse Remodeling Project - HVAC Project – from Meadville Redi-Mix Concrete, Inc. in the amount of \$1,395.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay Application # 9 to Perry Construction – Courthouse Remodeling Project – HVAC Project - \$ 183,247.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to pay the following change order requests to Perry Construction – Courthouse Remodeling Project - HVAC Project - \$ 21,341.00. Mr. Weiderspahn seconded and the motion carried.

- Change Order # 10 - \$ 8,938.00
- Change Order # 11 - \$ 5,248.00
- Change Order # 12 - \$ 7,155.00

Mr. Weiderspahn made a motion to approve to pay White Land Surveying – for a boundary survey on Rt 19 – District Justice Vernon Office - \$ 1,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval to purchase a water heater for the Courthouse – Home Depot - \$ 669.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify Payment to Department of Human Services (ERAP Admin Reimbursement to State). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – PACHSA (Association Dues). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Purchase Requisition – PCYA (Association Dues). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve CYS/JP Contracts FY 22/23 from Diversified Treatment Alternative Centers, LLC. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Professional Contracts FY 22/23 from Bliss Nutrition Services, LLC – Amendment C-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Invoices/Purchase Requisitions in the amount of \$847,865.06. Mr. Weiderspahn seconded and the motion carried.

- Women's Services 10,000.00
- CYS 399,328.06
- CYS 17,517.67
- CYS 415,806.33
- Northwest Commission 5,213.00

Mr. Weiderspahn made a motion to ratify the MaherDuessel agreement for assistance with Financial Records. Mr. Soff seconded and the motion carried

Mr. Soff made a motion to approve the contract with Black Cat Hell Drivers in the amount of \$12,600. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Main Event Amusements in the amount of \$80,000 (guarantee-"buy out"). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Rock N Circus in the amount of \$7,500. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Agri-puppets in the amount of \$7,700. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Stock Car Football in the amount of \$7,500. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Full Pull Productions for two truck and tractor pulls at the 2023 Crawford County Fair. The events will be Thursday, August 24th and Friday, August 25th in front of the grandstands. Price is not to exceed \$44,500.00 for both nights. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Bull Ride Mania in the amount of \$13,500.

Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the contract with Mobile Glass Studio in the amount of \$1,200 per day for (2 days). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the contract with Golf Carts Unlimited in the amount of \$7,680.

Mr. Weiderspahn seconded and the motion carried.

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

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

Eric Henry, Chairman

Francis F. Weiderspahn, Jr., Commissioner

John Christopher Soff, Commissioner