

The Crawford County Board of Commissioners met on Wednesday, March 22, 2023 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 Digiacommo	IT/Voters Services
Stephanie Franz	Chief Financial Officer
Keith Button	Solicitor
Dave Powers	Sheriff
Sherman Allen	Public Guest
Paula DiGiacomo	District Attorney
Jack Greenfield	CCCCF
Joe Galbo	Assessment
Tonya Moyer	Care Center
Tim Brown	IT
Heidi Shiderly	Court Admin
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Krysta Simmons	Human Services
Scott Schell	Coroner
Chris Seeley	Auditor
Brittany Johnston	HR
Ellie Donnell	HR/Payroll
Keith Gushard	Tribune

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 March 8, 2023. Mr. Weiderspahn seconded and the motion carried.

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

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,893,363.50 for the period ending March 21, 2023. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: Sherman Allen commented on how he is against the sale of the Crawford County Care Center.

Official Business:

Mr. Weiderspahn made a motion to approve payment to District Attorneys Association in the amount of \$4,787.86 with breakdown as follows. This is a budgeted item. Mr. Soff seconded and the motion carried.

- Expense Assessment under Act 1988 – 172 Class 6 \$4,542.86
- DA Membership Dues in PDAA for 2023 \$125.00
- Membership Dues at \$40 for 3 Attorneys \$120.00

Mr. Soff made a motion to approve Invoice # IN107101 From VISION Government Solutions in the amount of \$11,565.00 for CAMA Maintenance: 1/1/2023 - 12/31/2023. This was in the 2023 budget approved by the Commissioners. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase of the Annual Adobe Renewal Licenses from CDWG for \$8,279.88. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment to Stenograph LLC for one year of Catalyst software support beginning April 10, 2023 for \$839.52. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the county's annual Hazardous Materials report for 2022. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2023 Emergency Management Performance Grant (EMPG) application that shall be submitted to PEMA in the amount of \$76,404.98. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$1,429.00 for replacement of 18 perimeter lights that are under warranty for replacement. Cost is for labor and the use of a bucket truck. Warranty and work to be done by Cox and Kanyuck. This is a budget item, maintenance agreements. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$4,320.00 for required annual inspection of the jail's sprinkler/fire system. Inspection to be completed by Canadohta Security. This is a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the appointment of Sequoia Whitmer as Fair Board Director for the West Region to complete the term of vacated by Adam Raney. Term runs to December 31, 2026. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the appointment of Dan Arnett as Fair Board Director for the West Region for the term of January 1, 2023 through December 31, 2027. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #168278 from HRG, Inc. in the amount of \$18,680.00 for January 2023 engineering services for the East Branch and Knox & Kane Trails. This is a nonbudgeted item. This is paid for out of the ARC POWER Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Application #01 from Dynasty Construction, Inc. in the amount of \$11,691.00 for Huidekoper Park Phase 1. This is a non-budgeted item. This is paid for out of City of Meadville CDBG-CV1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve payment for a portion of invoice #77256 from the Meadville Tribune in the amount of \$380.50 for legal advertisement for the Broadband RFP. This is a non-budgeted item. This is paid for out of ARPA funding. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment for a portion of invoice #77256 from the Meadville Tribune in the amount of \$1,417.00 for the following notices: Mr. Soff seconded and the motion carried.

- North & South Shenango Joint Municipal Authority 1st Street Sanitary Sewer Extension (two notices)
- The Karl Gerdon Park RROF

Mr. Soff made a motion to approve to execute a Service Order & Statement of Work Contract between Crawford County and Space Exploration Technologies Corp. (known as "Starlink") to purchase Starlink Kits and Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to execute Memorandum of Understanding between Crawford County and Lawrence County to satisfy the conditions of the Lead Based Paint Hazard Control Grant Program (LBPLHC). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve a resolution authorizing Commissioner Henry to execute a Shared use Path/ Right of Way Agreement made between Crawford County, The Commonwealth of Pennsylvania, and the Department of Transportation. Authorization of the resolution approves the Shared use Path/Right of Way. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of the Whole-Home Repair Program Contract between Crawford County and The Commonwealth of Pennsylvania. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve an ordinance decreasing the membership of the Crawford County Planning Commission from nine members to seven members under the provisions of the Pennsylvania Municipalities Planning Code. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project - HVAC Project from Perry Construction – Application # 10 – in the amount of \$96,090.00. 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 Perry Construction – Change Order # 16 – in the amount of \$2,006.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project - HVAC Project from Tower Engineering - 9/25/22 - 10/22/22 \$ 2,626.00; 11/13/22 - 12/10/22 \$ 7,878.00; 12/11/22 – 2/18/23 \$ 2,626.00. 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 Powell's Portable Toilets in the amount of \$ 160.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to pay Brian Noah, Project Manager – Professional Services 1/1/23 – 1/31/23 - \$ 2,916.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Canadohta Security – 50% Deposit on each Project – to Install 5 exterior cameras at the Fairgrounds - in the amount of \$ 2,330.00. This will be paid by the PCorp Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Canadohta Security – 50% Deposit on each Project to Install 2 exterior cameras at the Courthouse – in the amount of \$ 930.00. This will be paid by the PCorp Grant. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay the invoice for The Meadville Tribune – Advertisement of the Stormwater Retention Pond Project at the Fairgrounds - \$ 256.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay the invoice for The Meadville Tribune – Advertisement of the Rehab of Creek Rd – Bridge # 8 - \$ 1,181.90 – This will be paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay the invoice for The EADS Group – Professional Engineering Services for the Rehab of Creek Rd – Bridge # 8 - \$5,196.60 – This will be paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval to issue “ Notice of Intent to Award” to Shingledecker’s Welding – Rehab Creek Rd – Bridge # 8 - \$ 145,000.00 - This will be paid by Liquid Fuels monies. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of Invoice from Courthouse Remodeling Project –Commissioner’s Office Remodel – Saegertown Hardware - \$ 44.58. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of Invoice from Courthouse Remodeling Project–Human Resources Office Remodel–Annie’s Flooring and Commercial Services-\$480.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of Invoices from Courthouse Remodeling Project – Planning Office Remodel- Ace Contractor Center – Total - \$ 115.17. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify approval of Invoices from Courthouse Remodeling Project – Treasurer’s Office Remodel – Total \$ 659.76. Mr. Soff seconded and the motion carried.

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

Mr. Weiderspahn made a motion to approve the CYS/JP Contracts FY 22/23 from Youth Advocate Programs, Inc. – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Invoices/Purchase Requisitions in the amount of \$506,543.05.

Mr. Weiderspahn seconded and the motion carried.

• Maximus	\$ 7,450.00
• Penn Soil Resource Conservation & Development Council	\$ 5,000.00
• PennState Extension	\$ 52,500.00
• PennState Extension	\$ 20,000.00
• CYS	\$ 416,089.45
• Treasurer - City of Meadville	\$ 5,503.60

Mr. Weiderspahn made a motion to ratify the Listing Contract with Walker & Dunlop re: Crawford County Care Center.

Mr. Soff seconded and the motion carried

Mr. Soff made a motion to ratify RFP/Q for Acquisition and Operation of Crawford County Care Center.

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. 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