

The Crawford County Board of Commissioners met on Wednesday, March 8, 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
Holly Varndell	JPO
Jack Greenfield	CCCF
Beth Forbes	Register Recorder
Tim Brown	IT
Heidi Shiderly	Court Admin
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Tonya Moyer	Care Center
Sue Watkins	Human Services
Brittany Johnston	HR
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 22, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on March 1, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$4,302,869.66 for the period ending March 7, 2023. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the agreement between the Crawford County Conservation District, Woodcock Creek Nature Center, and Crawford County Juvenile Probation to provide mowing, trimming and basic yard clean-up services from April 04, 2023 to October 15, 2023 through the community service program. In exchange for the services provided, will be a one-time payment to JPO of \$5,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$1,800.00 to LSSE as final payment for work performed on behalf of DPS at the Greiser Rd. Tower site. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the software support agreement with Optical Storage Solutions, Inc., effective March 1st, 2023 through February 28th, 2024 in the amount of \$18,824.00. The payment will be split between the Register & Recorder, Orphans' Court, Assessment and Court Administrator's Offices. Attorney Keith Button has reviewed the contract. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to replace Exhaust Manifold/ Catalectic converter on Taurus Police car for \$971.25. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to sign contract with Law Enforcement services for calendar sales. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of a Cutlery Security Cabinet. The cost of the security cabinet is \$2,393. Purchased from Bob Barker Company. This was a 2022 budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of \$2,000 to Meadville City for annual weapons qualification at the John Holt Range. This is a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of - Replacing the Controller of the badge security system from LINSTAR for \$5,981.36 (using PCOMP Grant funds). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the upgrade of security badge software from LINSTAR for \$2,585.00 (using PCOMP Grant funds). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire R.W. Construction to build, deliver and install countertops and sides for a public counter in the new Treasurer's office for \$9,350.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Brian Noah, Project Manager - Professional Services from 2/1/23 – 2/28/23 for \$855.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire EADS group for professional engineering services for the rehab of Mercer Street bridge, county bridge #18, for \$72,000.00. This will be paid for with Act 89 money. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Sherwin-Williams \$80.54 for the Human Resources office remodel. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay Sherwin-Williams \$161.08 for the Commissioner's office remodel. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #01-2023-52 from Pashek+MTR in the amount of \$5,307.36 for engineering services in December 2022 and January 2023 for the Ed Myer Complex in Titusville. This item is to be 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 #165630 from HRG, Inc. in the amount of \$5,566.26 for partial October 2022 engineering services. This is paid for out of the ARC POWER Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Norwood requested to table the 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 made a motion to approve authorization to terminate the contract for CDBG Engineering Services with Stiffler McGraw pursuant to article XV of the contract. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify payment of an invoice to CDW-G for Adobe Acrobat Pro subscription in the amount of \$162.50. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to send Zach Norwood and Samantha Travis to the Community Development & Housing Practitioner's Conference in State College, PA from April 30, 2023-May 2, 2023. This is to be paid for out of CDBG Program funds. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #22-11.0123 January Invoice from designLAB Architects in the amount of \$1,531.94 for partial payment for the Meadville Market House Assessment. This is paid for out of the City of Meadville FY 2019 CDBG. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay invoice #22-11.0223 February 2023 Invoice from designLAB Architects in the amount of \$301.24 for partial payment for the Meadville Market House Assessment. This is paid for out of the City of Meadville FY 2021 CDBG. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice #22-11.0123 and #22-11.0223 partial payments from designLAB Architects in the amount of \$6,166.82 for the Meadville Market House Assessment. This is paid for out of the City of Meadville FY 2020 CDBG. Mr. Weiderspahn seconded and the motion carried.

- January 2023 Invoice \$4,468.06
- February 2023 Invoice \$1,698.76

Mr. Weiderspahn made a motion to ratify the Point Click Care Agreement to implement the Meal Tracker module at \$71.50 per month. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the \$8,153.00 invoice with Vantage Care Apothecary to purchase Influenza Vaccinations for the 2024 season. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Nursing Facility Hospice Services Agreement and the with SouthernCare Inc, DBA Gentiva II (formerly Kindred), a Medicare certified hospice program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Skilled Nursing Facility Inpatient Care Services Agreement and the with SouthernCare Inc, DBA Gentiva II (formerly Kindred), a Medicare certified hospice program. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Independent Contractor Agreement with Ambryann Way to provide beautician services to the residents. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the \$901.50 invoice with PAC Industries for the service and repair on Washer #3. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the \$657.00 invoice with PAC Industries for the service and repair on Washer #3. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the \$682.00 invoice with AED Superstore to purchase a Prestand Manikin Pack with CPR Monitor. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Regulatory Work Restrictions policy developed at the 2/8/2023 executive session. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CCHS Advisory Board Bylaws (Revised 2/13/23). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify Payment to Center for Family Services, Inc. (ERAP20323-2) and (ERAP20323-HN). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – Dell, Inc. (Laptop for K. Simons). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Purchase Requisition – Dell, Inc. (Laptops for M. Damico, L. Coon and B. Doubet). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – PACA MH/DS (Membership Dues). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contracts FY 22/23 from Pathways Adolescent Center, Inc. – Amendment F-2. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the MH/ID/EI Contracts FY 22/23 Hand In Hand Mental Health Services, LLC – Amendment C-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve Invoices/Purchase Requisitions in the amount of \$1,771,086.12. Mr. Soff seconded and the motion carried.

• HSBG/EI	121,964.78
• HSBG	103,297.31
• Gallagher Bassett	504.00
• Community Health Services	44,523.00
• PCHIPC	755,180.29
• PCHIPC	745,616.74

Mr. Soff made a motion to ratify the payment of the Campbell, Durrant & Beatty invoice #74604 in the amount of \$8,829.41 for special labor counsel. Mr. Weiderspahn seconded and the motion carried

Mr. Weiderspahn made a motion to Freeze Commissioners Assistant position effective 3/1/23. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to Create Procurement Specialist position effective 3/13/23. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry made a motion to approve appointing Dan Bresee to the EMS Commission. Mr. Weiderspahn 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. 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