

The Crawford County Board of Commissioners met on Wednesday, May 24, 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
Jaclyn Millin	Obo ~ Keith Button ~Solicitor
David Nicewonger	Sheriff Deputy
Tim Brown	IT
Tonya Moyer	Care Center
Ben Fair	CCCCF
Heidi Shiderly	Court Admin
Greg Beveridge	Public Safety
Samantha Travis	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Brittany Johnston	HR
Ellie Donnell	HR/Payroll
Kevin Tommaney	Armstrong

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 May 10, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on May 18, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$2,975,391.13 for the period ending May 23, 2023. Mr. Weiderspahn seconded and the motion carried

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve to purchase moving the Windstream cabling from the pole that is being removed for the Court House parking lot from Windstream Communications, Inc. for \$1,016.95. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the wire transfer ACH to the Pa Dept. of Human Services for IGT in the amount of \$5,501,215.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve payment of \$3,850 to "Attorney Registration" in Harrisburg for court employee and attorney annual licenses. (@\$275). Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$57,338.10 to Gildea Construction for completed work at the Greiser Rd Tower site. Their contracted work is now complete. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the payment of \$5,700.00 to Chatfield Drilling for core boring at the Greiser Rd tower site. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to purchase (1) new desktop computer to replace one that is beyond repair. To be purchased from Dell Computers through the IT department. Cost of the computer is \$915.78. This is not a budgeted item. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve permission to purchase equipment needed for CCCF Training Center Networking. Total price for all equipment is \$836.63. To be purchased using commissary funds. This is not a budgeted item. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve permission to purchase a replacement 22” metal cased HD monitor. Current monitor was accidentally broken. To be purchased from Global Corrections System LLC. Purchase price is \$796. This is not a budgeted item. 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 \$343.50 for publication of notice of Vernon Township’s 1st Public Hearing for FY 2023 CDBG Contract. This is a non-budgeted item. This item is to be is paid for out of the FY 2020 CDBG. 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 \$351.00 for publication of notice of the City of Meadville’s 1st Public Hearing for FY 2023 CDBG Contract. This is a non-budgeted item. This item is to be is paid for out of the FY 2019 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 \$1,134.00 for publication of notice of regulatory notices for Crawford County’s FY 2023 CDBG Contract and Conneautville RFQ notice. This is a non-budgeted item. This item is to be is paid for out of the FY 2019 CDBG. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay invoice 14065 from Porter Consulting Engineers, P.C. in the amount of \$16,617.50 for engineering and design services for Huidekoper Park. This is a non-budgeted item. This is to be paid for out of the County CDBG Competitive Grant. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to purchase public engagement activity materials for the 2024 Comprehensive Plan Project in the amount of \$371.86. This is a non-budgeted item. This is to be paid for out of the State Facility Closure Program. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve awards of the following Act 13 grants, contingent upon receipt of signed awardee agreements: Mr. Weiderspahn seconded and the motion carried.

- Act 13 At-Risk Bridge grant awards
 - i. City of Meadville – Bridge No. 12 – Clinton Court over Mill Run -\$48,175.00
 - ii. Wayne Township – Rynd Road Culvert Replacement - \$15,061.50
- Act 13 Environmental Initiative grant awards
 - i. Bloomfield Township Sewage Authority—Canadohta Lake Sewage/Oil Creek Pollution Prevention - \$46,250.00
 - ii. French Creek Recreational Trails—Ernst Trail Connector Paving - \$73,400.00
 - iii. West Mead Township—Oakgrove Park Playground Enhancements -\$3,637.73
 - iv. Northwest PA Mobility Alliance—Titusville Bike Share program -\$12,500.00
 - v. Western Pennsylvania Conservancy—Tryon-Weber Woods Natural Area Access Improvements and Stream Restoration, Phase Two - \$17,235.00

Mr. Weiderspahn made a motion to ratify approval to pay invoices from Courthouse Remodeling Project - HVAC Project – \$ 930.00 from Meadville Redi-Mix Concrete, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to pay The Meadville Tribune – advertisement of the Project to relocate the electric service into the Courthouse - \$685.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to pay Canadohta Security the final payment of \$ 930.00 – for 2 exterior security cameras installed at the Courthouse for the new ADA Ramp. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify approval of Invoices from Courthouse Remodeling Project – Hallway Remodel –Total \$254.35. Mr. Weiderspahn seconded and the motion carried.

- Sherwin Williams - \$231.62
- The Home Depot - \$22.73

Mr. Weiderspahn made a motion to ratify approval of Invoices from Courthouse Remodeling Project – Treasurer’s Office Remodel – Total \$10,362.24. Mr. Soff seconded and the motion carried.

- Bulldog Lock and Safe LLC - \$460.96
- The Home Depot - \$ 191.28
- R.W. Construction - \$9,350.00
- R.W. Construction - \$360.00

Mr. Soff made a motion to approve to hire Annie’s Flooring to install carpet squares in the new Voter’s Services Office – \$ 3,834.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to hire State Chemical – to clean, flush and treat the heating system at the Renewed Life Haven - \$2,652.49. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire KSG Concrete to pour new cement floor in Liquid Fuels Building - \$ 10,600.00 – This will be paid by Liquid Fuels monies. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve to hire Stantec – to provide design work to bid out a new roof system on the Youth Show Arena – not to exceed \$25,000.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to hire Lehman Builders – to install new metal roof on the front half of the swine barn at the Fairgrounds - \$ 8,113.15. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the MATP Final Allocation for FY 21/22. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the Purchase Requisition – National Children’s Alliance (NCATrak Annual Subscription). Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Grant Contracts FY 22/23 from Community Health Services, Inc. – Amendment 1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 22/23 from Cornell Abraxas Group, LLC – Amendment F-1. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP Contracts FY 23/24 from Families United Network, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP Contracts FY 23/24 from Perseus House, Inc. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Same Rates as Prior Year CYS/JP Contracts FY 23/24 from Adoption Connection, PA, Cray Youth and Family Services, Inc., and Taylor Diversion Programs, Inc. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve Invoices/Purchase Requisitions in the amount of \$86,314.10. Mr. Weiderspahn seconded and the motion carried.

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| • Penn State Extension | 72,500.00 |
| • Svetz Energy Services | 1,714.00 |
| • HSBG | (2,002.21) |
| • CYS | 14,062.65 |
| • CYS | 39.66 |

Mr. Weiderspahn made a motion to ratify Invoices/Purchase Requisitions in the amount of \$137,799.84. Mr. Soff seconded and the motion carried.

- CNB Bank 80,373.24
- CNB Bank 57,426.60

Mr. Soff made a motion to ratify the 2022-2023 PCORP Loss Prevention Grant Application for \$30,000 for multiple safety improvement projects. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to payment of the Campbell, Durrant & Beatty invoice #74607 in the amount of \$10,574.84 for special labor counsel. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the creation of up to (3) part-time assistant public defender positions. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to approve the payment of \$1,000.00 to Mercer County for Appeal to Commonwealth Court for an inmate serving a Crawford County sentence. Mr. Weiderspahn seconded and the motion carried.

Mr. Soff made a motion to ratify the 2022-2023 PCORP Loss Prevention Grant Application for \$30,000 for multiple safety improvement projects. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment of the Campbell, Durrant & Beatty invoice #74607 in the amount of \$10,574.84 for special labor counsel. Mr. Soff 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