

The Crawford County Board of Commissioners met on Wednesday, December 27, 2023 for a regular meeting, with the following present:

Eric Henry	Chairman
Francis Weiderspahn Jr.	Commissioner
John Christopher Soff	Commissioner
Gina Chatfield	Chief Clerk
Christine Krzysiak	Treasurer
Courtney Stirling	Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Matt Digiacommo	IT/Voter Services
Dave Powers	Sheriff
Brenda Schmidt	CCSWA
Trevor Oates	APO
Jack Greenfield	CCCCF
Tim Brown	IT
Heidi Shiderly	Courts
Greg Beveridge	Public Safety
Mark Phelan	Maintenance Director
Sue Watkins	Human Services
Scott Schell	Coroner
Chris Seeley	Auditor

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 December 13, 2023. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the minutes from the work session on December 20, 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the payment of bills in the amount of \$3,640,654.52 for the period ending December 26, 2023. Mr. Weiderspahn seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Weiderspahn made a motion to approve the reappointment of Mary Spicer and Penny Monahan to the Solid Waste Authority Board for 5-year terms. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the designation of Brenda Schmidt, of the Solid Waste Authority, as the County's Recycling Coordinator for 2024. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to obtain permission to apply for the DEP's 903 grant, on behalf of the County, to reimburse the Authority 50% of the approved expenses of the County Recycling Coordinator for Calendar Year 2023. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the signature on the Commonwealth of Pennsylvania Costars Agreement between BI Incorporated and Crawford County Adult Probation/Parole through December 7 2024 with no increase in rates from last year. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the repair bill from Leonard's Auto Service for necessary repairs to the Coroner's van, in the amount of \$6,958.78. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to R.E. Michel Company for replacement of an RTU motor and repairs, in the amount of \$1,220.33. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the purchase from Kubinski Business for a new time clock, in the amount of \$699.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase from Dell for a new Dell Computer Tower for Crawford County Coroner, in the amount of \$753.20. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve 11 WEBEX video conferencing licenses from CISCO to replace Bluejeans for 2024 video conferencing, in the total amount of \$1,936.00 Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve to extend MDJ Meadville Per Diem through June 2024. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoice #9 from Porter Consulting Engineers, P.C. for November 2023 engineering and construction services for Huidekoper Park improvements, in the amount of \$1,111.90. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for approval to pay invoice for publication for Invitation for Bid for Huidekoper Park construction, in the amount of \$1,408.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoices #23301, #23302, #23303 for reimbursement to R. E. Johnson for Training Wages through the Construction Workforce Industry Program, in the total amount of \$1,920.00 Mr. Soff seconded and the motion carried.

- Invoice #23301 – M. Beck \$640.00
- Invoice #23302 – D. Doubet \$640.00
- Invoice #23303 – R. Atkins \$640.00

Mr. Soff made a motion for approval to pay invoice #1 to reimburse Ferguson Construction for O. Allen Training Wages through the Construction Workforce Industry Program, in the amount of \$640.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoice from Deiss & Halmi Engineering, Inc for engineering services from January through June 2023 and October 2023, at Karl Gerdon Park in Venango Borough, in the amount of \$10,211.39. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for approval to pay invoice #11-2023-21 from Pashek + MTR, LTD for professional services at the Titusville Ed Myer Complex, in the amount of \$2,300.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval to pay invoice from LSSE for engineering services for the Conneautville Borough Stormwater Replacement Project, in the amount of \$3,875.00. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion for approval of a Resolution authorizing the creation of a Whole Home Repair Program (WHRP) Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion for approval of a Resolution extending the Cooperative Agreement by and between Crawford County and the City of Meadville for CDBG Administration. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the approval of Invoice from Courthouse Remodeling Project for the New Finance Office on the 2<sup>nd</sup> Floor, in the amount of \$385.35. Mr. Weiderspahn seconded and the motion carried.

- Home Depot - \$165.85
- Microbac - \$219.50

Mr. Weiderspahn made a motion to ratify the approval of an invoice from Courthouse Remodeling Project, for New GIS Office, in the amount of \$11.30. Mr. Soff seconded and the motion carried.

- Bulldog Lock & Safe - \$11.30

Mr. Soff made a motion to ratify the approval to pay invoice from Courthouse Remodeling Project, HVAC Project with Foreman Group, for commissioning of the HVAC system in the Courthouse, in the amount of \$1,500.00. Mr. Weiderspahn seconded and the motion carried 2-1 with Mr. Soff voting against.

Mr. Weiderspahn made a motion for the approval to pay The EADS Group for engineering services on the rehab of the cement deck on Mercer Street Bridge, in the amount of \$6,796.09. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Center for Family Services, Inc., in the amount of \$6,223.95. No cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the payment to Center for Family Services, Inc., in the amount of \$20,089.10. No cost to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the payment to Center for Family Services, Inc., in the amount of \$5,032.58. No cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to ratify the purchase requisition to Apple Ford of Red Lion for purchase of a 2023 Ford Explorer, in the amount of \$37,102.89. No cost to the county. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the purchase requisition from Crawford Central School District for cost of lunches, drinks and snacks during the Student Leadership Summit, in the amount of \$191.02. No cost to the county. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the CYS/JP contract FY 23/24 with Family Services of NW PA – Amendment F-1. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the CYS/JP contract FY 23/24 with Lifespan Family Services. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Agreement for Computer Services with Government Software Services, Inc. for the term January 1, 2024 through January 31, 2025. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the following invoices/purchase requisitions. Mr. Weiderspahn seconded and the motion carried.

- Bollinger Technical Services, Inc. - \$9,642.27
- Crawford County Solid Waste Authority - \$80,000.00
- Community Health Services - \$70,782.00
- Svetz Energy Services - \$1,714.00

Mr. Weiderspahn made a motion to set the 2024 County Mileage Rate at the IRS 2024 Rate of 0.67. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to approve the 2024 Budget which balanced. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the Resolution to set the County tax millage rates for 2024. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the Commonwealth of PA Division of Nursing Care Facilities CMP, in the amount of \$11,250.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Henry made a motion to approve the appointment of Adam Raney for Fairboard director to serve a five-year term beginning January 1, 2024 through December 31, 2028. Mr. Soff seconded and the motion carried.

Mr. Henry made a motion to approve the appointment of Dean Maynard for Fairboard director to serve a five-year term beginning January 1, 2024 through December 31, 2028. Mr. Soff seconded and the motion carried.

Mr. Henry made a motion to approve the appointment of Francis Weiderspahn, Jr. for Fairboard director to serve a five-year term beginning January 1, 2024 through December 31, 2028. Mr. Soff seconded and the motion carried.

Mr. Henry made a motion to approve the appointment of Matt Webber as a Fairboard Director to finish the remainder of the term of Brenda Schmidt. The term runs through December 31, 2025. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the three-year contract with Main Event Amusements for the 2024, 2025, and 2026 fairs. Mr. Soff seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the continuation of the 2023 contract with KOI Drag Racing for the 2024 fair. Mr. Soff seconded and the motion carried.

Mr. Soff made a motion to ratify the purchase of 2019 Chevy Express 3500 LT from Hand in Hand Christian Counseling, LLC, in the amount of \$33,836.00. Mr. Weiderspahn seconded and the motion carried.

Mr. Weiderspahn made a motion to approve the new hires/transfers. Mr. Henry seconded and the motion carried with Mr. Soff abstaining.

After all requests were made Mr. Weiderspahn thanked everyone for the past 12 years and puts faith in the new Commissioners. Mr. Soff echoed what Mr. Weiderspahn stated and thanked the Commissioners, and Department heads, Steve Mizner and Joe Galbo, his wife, daughter and son-in-law for his years in office. Mr. Henry spoke of still learning and stated he wouldn't be the Commissioner he is today without Mr. Weiderspahn and Mr. Soff and stated he appreciates them.

Mr. Soff made a motion to Recess the meeting at 10:00 AM to reconvene Friday, December 29<sup>th</sup> at 3:00 PM in the Assembly Room. Mr. Weiderspahn seconded and the motion carried.

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Eric Henry, Chairman

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Francis F. Weiderspahn, Jr., Commissioner

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John Christopher Soff, Commissioner