

The Crawford County Board of Commissioners met on March 25, 2026, for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Brittany Johnston	Chief Clerk/HR
Monica Confer	Secretary
Stephanie Franz	CFO
Renee Kiser	Treasurer
Joseph Ferguson	Solicitor
John Swick	Hospital Authority
Jack Greenfield	Warden
Dave Powers	Sheriff
Patricia Wetherbee	Clerk of Courts
Jen Obenrader	JPO
Sofia Pond	JPO
Sue Watkins	Human Services
Mark Phelan	Maintenance
Greg Beveridge	Public Safety
Samantha Travis	Planning
Janet Courson	Assessment/GIS
Tracey Crawford County	Conservation District
Denise Stanton	Finance
Tim Brown	IT
Matt Digiacomio	IT
Kevin Tommaney	Armstrong

The meeting was opened at 9:30 AM with the Pledge of Allegiance.

Mr. Schell made a motion to approve the minutes from the full session meeting held on March 11, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on March 18, 2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,563,267.85 for the period ending March 24, 2026. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments: None

Official Business:

Mr. Seeley made a motion to approve the authorization of CCHA and MMC Financing. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of the purchase of a Multi-Level Bariatric Stretcher. Total amount is \$1880.00. This includes \$185.00 shipping. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of the budgeted annual assessment and membership fees for 2026. This is a budgeted expense in the amount of \$749.64 with a balance forward for the line item of \$200.36. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion ratify approval of a 1-year Hagan Business Machine Contract No. 7456-03 for Equipment ID 6184 & 6642 effective 3/23/26. This is not paid from the General Fund but from the Clerk's Automation Account. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion ratify approval of payment to WM T. Spaeder CO for emergency drain repair and jetting the drain. Total cost of repairs was \$2644.00. This was not a budgeted item. Mr. Schell seconded and the motion carried

Mr. Schell made a motion to approve the Travel Request for Deputy Geer to attend mandatory Act 2 Waiver training @ State College. approval. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of the replacement of the JPO front entrance door. The estimate is from Meadville Plate Glass, Entrance A, for \$5,000.00. This includes perimeter trim and caulking. This is a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the agreement between the Crawford County Conservation District Woodcock Creek Nature Center and the Juvenile Probation Department Community Service Program, for cutting, trimming and basic yard clean up. This agreement is for April 1, 2026-October 15, 2026. JPO will be paid a fee of \$5,000.00. The county receives half of the fund, while the other half contributes to the Crawford County Restitution Fund. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of an HP Laser Jet Pro 4001n black and white printer to replace a non-functioning printer in the front office clerical area. The unit price is \$195.02 and quoted from CDWG. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase an HP color laser jet pro 4201dn printer to replace the non-functioning printer in the Intake department. The unit price is \$479.22 and quoted from CDW-G. This is a budgeted item and total purchase price for both printers will be \$674.24. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the application for the 2025-2027 Violence and Delinquency Prevention Programs grant. The grant application will be \$250,000.00. Mr. Schell seconded and the motion carried. Mr. Henry noted that this was reviewed by the Solicitor and Finance.

Mr. Schell made a motion to approve the following Real Estate tax refunds due to clerical errors: Kenneth & Brianna Greco resulting from incorrect calculation of square footage for 2024 & 2025 in the amount of \$276.62; Gregory Lehman resulting from incorrect calculation following acreage adjustment for 2023, 2024, 2025 in the amount of \$2.37; Bernard & Regina Nearhoof resulting from incorrect valuation of basement feature for 2020-2025 in the amount of \$568.98. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoices to Civic VanGuard for services provided November and December 2025, in the amount of \$5,880.00. This is a budgeted item for Professional Services. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of two replacement tires for the DPS Water Buffalo from Finck tires at a cost of \$777.30. This is not a budgeted expense. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of a Zetron license block for audio recording in the amount of \$975.00 from Mobilcom. This is a budgeted expense. Mr. Schell seconded and the motion carried. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion approve the renewal of the communications tower lease agreement with CATA. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify payment of invoices from Courthouse Remodeling Project – Courtroom #3 in the amount of \$1,468.15. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Rabe Environmental Systems, Inc. – to diagnose problem with RTU-2 at the Courthouse in the amount of \$520.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval to pay Schindler Elevator Corporation – to make repairs to the secure elevator at the Judicial Center in the amount of \$5,999.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to purchase annual Adobe Licenses from CDWG for \$13,181.95. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to purchase VMWare 7.0 support from Park Place Technologies for \$6,975.60. This is a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to purchase the accessibility widget “Equal Web” for the county’s website for \$490.00 per year. This is not a budgeted item. Mr. Brown noted that this makes the website more accessible for people with disabilities. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of door controls from LINSTAR for \$8,608.77. MDJ cost is \$4,834.90 and APO cost is \$3773.87 of which 50% will be paid by the Offender Supervision Fee. These are not budgeted items. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment of \$1,152.00 for annual subscription renewal for Grammarly software. This is a budgeted expense. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of \$100.80 for annual subscription renewal for Constant Contact Newsletter Software. This is not a budgeted expense. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Rest Easy Home Inspection Services for \$350.00 for a home inspection for the Whole Home Repair Program (WHRP) project # 042. This is a non-budgeted item. This item will be paid for by the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of the payment for invoice #47 from the Meadville Tribune in the amount of \$137.00 for legal notices for the Cambridge Springs Blight Project. This is a non-budgeted item. This item will be paid for with Act 137 funds. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice #1277390 from Michael Baker International in the amount of \$357.50 for contracted professional services in the month of January. This is not a budgeted expense. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Pay Application #1 from A&MP Electric in the amount of \$52,000.00 for electrical work in the City of Titusville's Sheide Park. This is not a budgeted item and is paid for from Titusville's FY2023 CDBG grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve a Resolution authorizing the Deputy Chief Financial Officer, Denise Mason, to act as the delegated signing authority for Community Development Block Grant invoices for the FY2025 CDBG grant #C000097340. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve a contract between Crawford County and QRS Construction for home repairs for Homeowner #020 associated with the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve a contract between Crawford County and QRS Construction for home repairs for Homeowner #021 associated with the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve a contract between Crawford County and QRS Construction for home repairs for Homeowner #038 associated with the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve an Intergovernmental Cooperation Agreement between Crawford County and Saegertown Borough. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve an Agreement between Crawford County and Siegel Excavating in the amount of \$383,000 for the demolition of the Cambridge Springs Blight project located at 110 Canfield Street, Cambridge Springs Borough. Mr. Schell seconded and the motion carried. Mr. Henry asked if there was a timeline on when demolition will begin. Ms. Travis noted that they will begin in the next couple of weeks as they were waiting on a permit from DEP and a Notice to Proceed which usually takes about 10 to 14 days.

Mr. Schell made a motion to ratify approval of A Second Chance, Inc.'s Mileage Reimbursement Letter. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of the purchase of a 2023 Chevy Equinox from Dean Automotive. The total cost is \$21,700.00. The cost to the county is \$3,610.13. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Leonard's Auto for repairs to Car #8. The total cost is \$1,207.12. The cost to the county is \$251.56. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Parkside Psychological Associates, LLC for CIT Trainer hours. The total cost is \$3,240.00. There is no cost to the county. This is paid with CIT grant funding. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CYS/JP Contract FY 25/26 with Genesis Home of New Beginnings for residential services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the C-1 amendments to the following providers for Early Intervention Services. The state set rates increased by 7.0% retroactive to July 1, 2025. Alfery Pediatric Physical Therapy PC, Amanda Gadsby, Ashley Mahrs, Bliss Nutrition Services, Bright Beginnings Therapy Services, LLC, Community Rising Therapy, LLC, E Wachter Early Intervention Services, Kara Smith, Maria Ivonne M. Norman, Next Step Therapy, Inc., Northwest Tri-County Intermediate Unit 5, Positive Steps Therapy, LLC DBA IvyRehab for Kids, Sands Speech Therapy, Shannon Criado, Sonja Eckstrom, Therapy House, LLC. Mr. Henry asked if there was additional funding for the county for the increase. Ms. Watkins stated she believes it is proposed in the next budget. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment to RBA Professional Data Systems for 2nd half of contract for software licensing \$35,000.00. This is a budgeted item paid through ARPA funds. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Printing Concepts for printing of 2026 tax bills \$15,026.06 to be paid by the county. Half of the amount to be reimbursed by the municipalities. This is a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment for postage 2026 spring bills for Titusville \$1,895.88 and E. Fairfield \$489.14 for a total of \$2,385.02 This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment for County Treasurer's Association for 2026 Annual Convention June 16-19 for Treasurer and Deputy total cost of \$1700.00. This is a budgeted expense. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CC HS HSBG/EI- Q2 FY25/26 County Match in the amount of \$58,063.52. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve CC HS CYS- Q1 FY25/26 County Match in the amount of \$8,634.25. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CC HS HSBG- Q4 FY24/25 County Match in the amount of \$91,105.20. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of the payment for the April Health Insurance Premium for \$417,019.44. There were adjustments for February in the amount of -\$461.33. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the agreement with Vallonia Industries for shredding. Mr. Seeley seconded and the motion carried.

After all requests were made, Mr. Seeley spoke about the tax rebate resolution that passed late last year that is now operational. This gives first responders that meet a set number of required hours are entitled to a \$500 tax rebate or 100% of their county liability (whichever is less). The Board of Commissioners will be touring departments to speak to first responders about the program and how and why they should apply.

Mr. Schell spoke of the tax rebate as well and stated he doesn't think the number will be too high as the number of volunteers is dwindling fast. He urged everyone to spread the word if they know of someone that would like to get involved in their local fire department, please do so and give your local EMT's and Volunteer Firefighters a pat on the back.

Mr. Henry wished Allen Clark luck in his new position in Erie on behalf of the Board of Commissioners.

Mr. Schell made a motion to adjourn the meeting at 9:58 am. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner