

The Crawford County Board of Commissioners met on April 8, 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
Keith Button	Solicitor
Jack Greenfield	Warden
Dave Powers	Sheriff
Sue Watkins	Human Services
Mark Phelan	Maintenance
Samantha Travis	Planning
Janet Courson	Assessment/GIS
Denise Stanton	Finance
Scott Hatton	IT
Matt Digiacomio	IT
Kevin Tommaney	Armstrong
Lou Petts	Citizen

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 25, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on April 1, 2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,073,675.36 for the period ending April 7, 2026. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments: None

Official Business:

Mr. Seeley made a motion to approve the purchase of three 1-year accessibility tool licenses from EquiDox for \$10,500. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase of a replacement laptop for the Commissioner's Office from DELL for \$1,132.75. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment the payment to appraisal firm Sammartino, Stout, & Lo Presti for invoiced amount of \$5,000 for Cussewago Square appraisal. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the real estate tax refund for Adam Barba & Alana Pedron for tax year 2025 in the amount of \$117.36 due to an incorrect calculation of square footage for

the pole building and garage (parcel 3218-004-9/PID 17689 located at 9636 Liberty St Ext). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Global Corrections System \$382.50 for replacement of the central control 43" security display monitor. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to MOBILCOM in the amount of \$495.00 for the purchase of 5 Lithium handheld radio batteries. This is a budgeted item. Mr. Schell verified with Mr. Greenfield that only five batteries were needed for right now. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Canadohta Security in the amount of \$7,860.00 for repairs to the Camera Security System. Components damaged were caused by multiple power outages due to high winds. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Copier Maintenance and Supply Agreement with Hagan Business Machines effective 5/1/2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoices from Courthouse Remodeling Project – Courtroom #3 in the amount of \$592.18. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay Powell Sanitation and Construction to install new sewage pump and floats at the Judicial Center in the amount of \$2,846.30. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Russell Standard to do crack sealing in the parking lot at the Extension Office and the Elected Officials parking lot at the Courthouse, in the amount of \$8,542.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to The EADS Group for engineering on the rehab of Bridge # 11 – Plank Rd in the amount of \$10,362.88 – This will be paid by Act 13 monies. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of invoice #4712 from the City of Meadville for \$18,363.56 for 2026 Q1 code enforcement wages. This is a non-budget item. This item will be paid for from the FY 2023 City of Meadville CDBG. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice #1280418 from Michael Baker International for \$2,768.75 for contracted professional services for the county SALDO for the month of February. This is a non-budgeted item. This item will be paid from the general account. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment for invoice #5 from Moody & Associates Inc. in the amount of \$395.55 for contracted engineering services for the Cambridge Springs Blight Project. This is a non-budgeted item. This item will be paid for from the Act 137 funds. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion approve the Intergovernmental Cooperation Agreement between Crawford County and the City of Meadville. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve MOU Amendment with Dennis L. Marsili. This amendment is changing the consulting rate only. The total will be raised to \$19,500. All other terms and conditions of the MOU remain the same. No cost to the county. Paid with CIT grant funding. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Northwest Behavioral Health Partnership, Inc. Administrative Services Agreement for 1/1/25 – 12/31/27 (Modification as of 3/27/26). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of payment to Department of Human Services' Bureau of Financial Operations – ERAP 2 Refund. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Curators of the University of Missouri for a CCHS ID Supervisor to attend the Ambassadors Charting the Life Course Training. The total cost is \$750. No cost to the county. Paid for with ID Pay for Performance funding. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Dell, Inc. (11 Dell Pro Laptops and Active Pens for ID SCs). The total cost is \$16,331.48. There is no cost to the county. Paid for with ID Pay for Performance funding. This is a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to WSI Technologies (5/1/26 – 4/30/28 Maintenance Renewal for Children's Interview Center's iRecord Equipment). The agreement runs from 5/1/26 to 4/30/28. The total cost is \$4,478.96. The cost to the county is \$1,056.57. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve MH/ID/EI Contract FY 25/26 Crawford County Mental Health awareness Program, Inc. – Amendment C-2. for the retained revenue plan for Journey Center Training and Drop-In Center supplies; and a roof replacement, updated fire response system and flooring replacement at the Snodgrass Building. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve MH/ID/EI Contract FY 25/26 Family Service & Children's Aid Society of Venango County, Inc. – Amendment C-2. for the retained revenue plan for transportation needs and children's toys. The provider has been approved to purchase bus passes, fuel cards and children's toys. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve MH/ID/EI Contract FY 25/26 The Arc of Crawford County, Inc. – Amendment C-1. for the retained revenue plan for the 4H Kidding Around Event; and Special Olympics Equipment, transportation and rental space. The provider has been approved to purchase bus passes, fuel cards and children's toys. Mr. Henry noted that he and Mr. Schell attended this event last year and encouraged everyone that if they make it to one event, to attend this one. It will be the Friday of fair week in the Youth Show Arena. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve MH/ID/EI Contract FY 25/26 Titusville Area Senior Citizens Corporation – Amendment C-1 for the retained revenue plan for Holiday meal supplies. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve MH/ID/EI Contract FY 25/26 Vallonia Industries – Amendment C-1. for the retained revenue plan for purchasing a shredder. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve MH/ID/EI Contract FY 25/26 Youth Advocate Programs, Inc. – Amendment C-1. for the retained revenue plan for household supplies. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contract FY 25/26 Common Roots – Amendment C-1 for the retained revenue plan for a ramp and dolly. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Professional Contract FY 25/26 Crawford County Drug & Alcohol Executive Commission, Inc. – Amendment C-1 for the retained revenue plan for hygiene kits and household supplies. Mr. Seeley seconded and the motion carried.

Mr. Henry made a motion to approve Professional Contract FY 25/26 Family Children & Community Association for the retained revenue plan for Shelter Area Meadville expenses and Father's Rising-A Fatherhood Initiative Program. The provider has been approved to use these funds to support Shelter Area Meadville and their joint initiative with Water's Edge Christian Services for their new Father's Rising program. Mr. Schell seconded and the motion carried. Mr. Seeley abstained from the vote due to his position on the board of the FCCA, and an active volunteer at Shelter Area Meadville.

Mr. Schell made a motion to approve Professional Contract FY 25/26 Meadville YMCA for the retained revenue plan for food bag distributions. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contract FY 25/26 St. James Haven, Inc. for the retained revenue plan for porch/ramp renovations and shelter supplies Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Professional Contract FY 25/26 Young Women's Christian Association of Titusville – Amendment C-1. for the retained revenue plan for shelter supplies. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of payment to Meadville Tribune for Legal Notices pertaining to Judicial Sale 2025 B in the amount of \$591.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment to RBA Professional Data Systems Inc. \$22,950.00 for training, conversion, set-up & installation, and customization tax software originally billed 12/18/2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of payment to Automotive Fleet Enterprises, Inc- invoice 2600439 for a 2023 Ford Explorer Police Interceptor in the amount of \$28,913.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Crawford County Commissioners for a 2016 Ford Edge in the amount of \$6,500.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Svetz Energy Services for 2026 Procurement Services in the amount of \$1,714.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Meadville Airport Authority for 2026 Budgeted Allocation in the amount of \$40,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to PCoRP invoice # 063619- Deductible in the amount of \$10,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of the agreement with Foster & Foster Consulting Actuaries, Inc for Actuarial Services and Pension Management Software. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Shafer Law Firm invoice #93526 in the amount of \$5,534.55 for litigation services. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment to Safety Zone Specialists for Road Closed Signs in the amount of \$6,210.45. Mr. Schell explained that these signs were purchased by the Commissioners due to some severe storms we had in the area recently and fire departments were asked to close roads by the police departments and municipalities. Many fire departments did not have the equipment or manpower to do that. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the contract with Mobile Arts in the amount \$6,250.00 for glass blowing demonstration at Crawford County Fair. Mr. Henry noted that this is paid for out of the fair account and not the general fund. The glass blowing demonstration will take place several times throughout the week. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve the performance contract with Whey Jennings for performance at Crawford County Fair, in the amount of \$7,500.00. Mr. Henry noted that Mr. Jennings will be playing Sunday, which is a faith-based day for the fair and they are still looking for a couple opening acts. Perhaps local churches. Mr. Schell seconded and the motion carried.

After all requests were made, Mr. Seeley thanked everyone who participated in the Emergency Severe Weather Drill. There are several events coming up this weekend. One of them being County Forest Clean-Up Day. Crawford County owns a 400 acre area in Eastern Crawford County in the Steuben/Hydetown area. Every year volunteers from the Planning Commission and various organizations throughout the county get together to participate in the annual clean up.

Mr. Schell commented on the county wide tornado drill and added that even though we've had smaller storms, we've been very fortunate that there has not been anything compared to 1985 where lives were lost. He encouraged everyone to be cautious and plan ahead, as it is that time of year.

Mr. Henry announced that after tonight, the Commissioners will have completed 20% of the visits to the local fire departments to discuss the \$500 stipend. Being a West Mead resident, he expressed how proud he was to pull into West Mead 2 and see about 15 volunteers checking vehicles and equipment and doing everything you would normally do if being paid, but they're all volunteers, protecting us at no cost. He noted that a lot of volunteers work for the County including Commissioner Schell and the Chief Assessor who is an officer at West Mead 2.

Mr. Schell made a motion to adjourn the meeting at 9:54 am. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner



Christopher R. Seeley

Crawford County Commissioner

April 8, 2026

To: Eric Henry, Crawford County Board of Commissioners Chairman

Re: April 8, 2026 Commissioners' Meeting

Mr. Chairman,

I am submitting this memo to reiterate my abstention from the Board vote on agenda item 12. c,3 relating to a Human Services retained revenue disbursement to the Family, Children, & Community Association (FCCA) for Shelter Area Meadville (SAM) supplies and the upcoming Fathers Rising initiative. I serve as a board member for FCCA and am an active volunteer in the SAM program. Accordingly, although I would not personally benefit from this county agreement being awarded, I feel it would be best to abstain in the interest of optics and separation of my personal volunteer endeavors from my responsibilities to the County Commissioners' Office.

I will see that a copy of this letter accompanies the minutes from today's meeting.

With best regards,

Christopher R. Seeley, Secretary-Treasurer
Crawford County Board of Commissioners

cc: Shafer Law Firm

814-333-7403



cseeley@co.crawford.pa.us



www.crawfordcountypa.net



903 Diamond Park, Meadville, PA 16335

