

The Crawford County Board of Commissioners met on April 22, 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
Jaclyn Millin	Solicitor
Jack Greenfield	Warden
Dave Powers	Sheriff
Sue Watkins	Human Services
Greg Beveridge	Public Safety
Trevor Oates	APO
Heidi Shiderly	Courts
Mark Phelan	Maintenance
Samantha Travis	Planning
Jerry Millard	Planning
Tyler Lynch	GIS
Denise Stanton	Finance
Tim Brown	IT
Matt Digiacomio	IT
Kevin Tommaney	Armstrong
Jessica Hilburn	CCFLS
Kristin Hauser	CATA

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 April 8, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on April 15, 2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$2,158,936.18 for the period ending April 21, 2026. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments: None

Official Business:

Mr. Seeley made a motion to approve the resolution local match for State Operating Financial Assistance for FY 26/27 in the amount of \$50,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the modification of current Drug and Alcohol RIP/Intermediate Punishment Grant – modifying to reduce the grant by \$148,208.00 as they will not be able to spend the money by the end of the grant period. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the new Crawford County PA Website Privacy Policy 2026. This policy has been reviewed by Keith Button. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice 12082503 to Civic Vanguard in the amount of \$2,250.00. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoice 03032604 to Civic Vanguard in the amount of \$2,780.00. This is a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of invoices from Courthouse Remodeling Project – Courtroom #3 in the amount of \$863.89 payment to Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval to hire Annie's Flooring & Commercial Service – to clean the Juvenile Probation Office 2 days/week in the amount of \$950.00/month. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve signs by Renee to decal the new cruiser in the amount of \$875.00. This is not a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of two new ballistic vests (replace one and new Deputy) in the amount of \$2479.93. Mr. Powers noted that there is grant money to help pay for this. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of 2 metal cased HD Security Monitors from Global Corrections System, LLC Purchase price is \$1350.00. This is not a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify payment for the annual Service Agreement from Global Corrections System, LLC. Cost of the Service Agreement is \$4,600.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify payment of \$829.07 for repairs and annual inspection of the 2014 Ford Transit Van. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of four external cradlepoint antennas for improvements to the current radio system in the amount of \$1,552.00. Purchased through and installed by Mobilcom. This is not a budgeted expense. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of a Structural Analysis for the Townville tower at a cost of \$3,600.00. Mobilcom will oversee the work. This is not a budgeted expense. Mr. Beveridge noted that they wanted to make sure anything we did to the tower would not stress the foundation or tower itself. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the replacement of the UPS batteries at a cost of \$7,898.00. This is a budgeted expense. Mr. Seeley asked how often these need replaced. Mr. Beveridge replied every 4 years. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of 21 replacement batteries for various tower sites that are due for replacement in the amount of \$8,266.00. These are due every 5 years. This is a budgeted expense. Mr. Seeley seconded and the motion carried.

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

Mr. Schell made a motion to ratify approval of a Developer's Agreement between Crawford County and Franklin Solar, LLC. Mr. Seeley seconded and the motion carried. Ms. Travis introduced the new Deputy Director of Planning, Jerry Millard. He commented that he is happy to be here and looking forward to working with everyone.

Mr. Seeley made a motion to approve HSBG I&E Report for FY 24/25. The report was submitted on 2/27/26 with tentative approval received on 4/6/26. The HSBG report shows retained revenue of \$278,573.00. The revenue retained will be used in FY 25/26 for funding existing or new programs within the HSBG Programs. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to Dell, Inc. for the purchase of 11 Dell Pro Laptops and Active Pens for the ID Supports Coordinators. The total cost is \$17,692.29. This item was presented at the last meeting, but the price has gone up since getting an estimated quote. The difference is \$1,360.81 more than what was presented on 4/8/26. There is 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 Regional Office Technical Assistance Plan with the Pennsylvania Department of Human Services Office of Children, Youth and Families Western Region office. This plan is the agreed upon technical assistance that PA-DHS OCYF will provide CCHS during the institution of their 6-month full license. The plan will begin on 5/1/26 and run through 10/30/26. Mr. Henry noted that the State of Pennsylvania has been very helpful and their assistance is greatly appreciated and we look forward to getting through this process. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of CYS/JP Contract FY 25/26 BCL Partners, Inc. DBA Leading Youth for Excellence (L.Y.F.E.) for the L.Y.F.E. Center. The FY 25/26 contract has been delayed due to OCYF's ongoing review of the provider's IV-E packet. While it still has not been approved, the provider's 338170 certificate of compliance license was revoked in February. They are appealing the revocation with DHS and currently working on facility upgrades and staff training. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of MH/ID/EI Contracts FY 25/26 C-1 amendment for In-Home and Community Supports. This amendment is adding a procedure code that was recently authorized for a Base funded ID consumer to the contract. This will be billed through the consumer's ISP, which is why "Per ISP" is listed on the contract. The rate is set by the state. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Professional Contract FY 25/26 with New Beginnings Church of God for the retained revenue plan for the A Night to Shine event. The state approved our FY 24/25 Human Services Block Grant retained revenue plan, which is part of the HSBG I&E. This provider's request was included in the retained revenue plan. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Joanne Helides for Judicial Sale 2026A title searches, research, and copies-\$972.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice 00007382 for CATA FY2026 Local Match in the amount of \$50,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of payment to Dean Automotive, invoice B285-2023CHVY in the amount of \$30,000.00 for a 2023 Chevy Traverse. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment for the May Health Insurance Premium for \$412,517.61. There were adjustments for March in the amount of -\$7,989.71. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to re-appoint Travis Crytzer to the NWPA Job Connect Board. Mr. Henry noted that Travis was the Chairman for several years and has done an excellent job. He represents Crawford County very well and he's happy he is back on the board. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Proclamation declaring National Public Safety Telecommunicators Week 2026- April 12, 2026- April 18, 2026. Mr. Schell noted that the 911 Dispatchers also known as telecommunicators, in Crawford County handle thousands of calls and do an excellent job maintaining composure during some pretty bad times and we are very proud of the job that they do. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Proclamation declaring National Library week. Jessica Hilburn, the Director of the Library Federation, thanked the Commissioners for the Proclamation and spoke about how the libraries provide a lot of different Community Services. Mr. Henry commented that the libraries really are an extension of social services agencies in that they provide other services such as Job Connect. He asked Ms. Hilburn to identify all the libraries in the Federation which are: Benson in Titusville, Cochranton, Linesville, Conneaut Lake, Saegertown, Meadville, Cambridge Springs, Stoneboro and Springboro. Mr. Schell seconded and the motion carried.

After all requests were made, Mr. Seeley commented that mail in ballots are under way and the last day to register to vote in Pennsylvania is May 5th so if you have not yet done so, or you wish to change your address or party, please do so before the 5th.

Mr. Schell commented that it is Administrative Professionals Day and the Commissioner's greatly appreciate their administrative staff.

Mr. Henry commented that the Commissioners are continuing their tours of all the Fire Departments and visited Venango the prior evening. Fire departments are surviving on their ability to raise money and Venango was able to purchase a pumper tanker because they raised enough money fundraising. He stressed the importance of supporting your local fire departments when given the opportunity. Mr. Henry also noted that they are still looking for volunteers and offering the \$500 stipend.

Mr. Schell made a motion to adjourn the meeting at 9:52 am. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner