

Crawford County Commissioners

WORK SESSION

May 6, 2026~ 9:30 am

Please turn Cell Phone Ringers to Silent!

1. CCIDA: Brian Cagle

- A. Re-appointment of David Astry to Crawford County Industrial Development Authority Board of Directors. Term ending December 31, 2030.
- B. Re-appointment of James Martin to Crawford County Industrial Development Authority Board of Directors. Term ending December 31, 2039.

2. VOTER SERVICES: Jessalyn McFarland

- A. **RATIFY** the contract with SOE Software for implementation of the new election results page on the county website. This is not a budgeted and will be paid for out of the election integrity grant.

3. APO: Trevor Oates

- A. **RATIFY** approval of Application for Justice Reinvestment Initiative 2 (JRI-2) Grant in the amount of \$155,407.00. This is not budgeted)

4. PUBLIC DEFENDER: Gary Kern

- A. Approval to pay the invoice for Annual County Membership Dues to PDAP for \$750.00. This is a budgeted item.
- B. Approval to pay the invoice for Annual PA Attorney Registration for \$1,100.00. This is a budgeted item.

5. SHERIFF: Dave Powers

- A. Approve Maintenance Contract with Rapiscan for all 3 machines. \$5,139.00/each. Total amount \$15,417.00
- B. Wave Plus SecureTech Systems, INC. Panic Alarms Systems Courthouse, MDJ Zilhaver, MDJ Leach, MDJ Stallard offices. Total amount \$45,130.00. \$19,000 of the cost is pre-approved for reimbursement by the annual AOPC security grant.

6. COURTS: Heidi Shiderly

- A. **RATIFY** purchase of 1 MS365 CoPilot license from CDW Government for \$307.20 covering 10 months. This is a non-budgeted item.
- B. **RATIFY** purchase of one EXTRON SCALER from Horizon Information Systems for \$2,391.60. This is a non-budgeted item.
- C. Approve payment of \$995.58 to Pitney Bowes for early termination of the MDJ Meadville office postage machine.

7. GIS: Tyler Lynch

- A. Approval for payment of invoice 02112601 to Civic Vanguard in the amount of \$1,390.00. This is a budgeted item.
- B. Approval for payment of invoice 04092603 to Civic Vanguard in the amount of \$2,122.00. This is a budgeted item.
- C. Approval for payment of invoice 900234981 to ESRI for renewal for our GIS software/maintenance agreement fee of \$58,500.00 this is a budgeted item.

8. CCCF: Jack Greenfield

- A. **RATIFY** invoice # SC10047021 from Cleveland Brothers for emergency repairs to the back up generator. Cost of repairs was \$949.91. This is not a budget item.
- B. **RATIFY** invoice # W78522 from WM Spaeder CO. for the scoping of the water pipe under the perimeter road, in anticipation of the upcoming paving project. Cost of the service was \$1070.00. This is not a budgeted item.
- C. **RATIFY** approval of the quote from Master Fire & Security Systems to upgrade and replace the current existing fire system. Total project cost will be \$ 97,450.00 with the following payment terms: 25% due with order, 25% due within thirty (30) days upon delivery of equipment, 50% due within thirty (30) days upon completion. This is not a budgeted item.
- D. **RATIFY** invoice from Miller's Area Shopper for the running of a recruitment ad. Cost of the ad was \$425.00. This is a budgeted item.

9. MAINTENANCE: Mark Phelan

- A. **RATIFY** approval of invoices from Courthouse Remodeling Project – Courtroom #3 - \$646.17
 - 1. Bulldog Lock and Safe LLC - \$500.49
 - 2. Fine Print- \$70.00
 - 3. The Home Depot - \$389.89
- B. Approval to pay Otis Elevator – for a service contract at the Courthouse - \$14,223.00.
- C. Approval to pay Rabe Environmental Systems LLC – repairs on RTU-1 at the Courthouse - \$516.00.
- D. Approval to pay Schindler Elevator Corporation – for a service contract on the elevators at the Judicial Center - \$25,821.66.
- E. Approval to pay The EADS Group – for engineering on the rehab of Bridge # 11 – Plank Rd - \$14,278.74 - This will be paid for by Act 13 monies
- F. Approval to hire Protech Asphalt for work at the Correctional Facility Parking Lot and a driveway & road by the Dairy Complex at the Fairgrounds - \$53,230.00
- G. Approval to pay Telliho Tree Service – to grind 6 stumps at the Fairgrounds - \$1,050.00.
- H. **RATIFY** approval to pay Signs by Renee – for 3 signs at the Extension Office - \$525.00.

10. PLANNING: **Samantha Travis**

- A. Request approval to pay invoice #4736 from the City of Meadville for \$34,175.61 for 2022 Q4, 2023 Q1 & 2023 Q2 staff wages. This is a non-budget item. This item will be paid for from:
 - 1. \$32,153.42 – FY 2021 CDBG
 - 2. \$2,022.19 – FY 2022 CDBG
- B. Request approval of a check request for Crawford County Human Services for \$27.00 for car rental for travel to Titusville for the Benson Memorial Library project bid opening. This is a non-budgeted item. This item will be paid for from the FY 2022 City of Titusville CDBG.
- C. Request approval of payment for invoice #74191 from Moody & Associates Inc. in the amount of \$1,116.00 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.
- D. Request approval of Pay Application #1 from Siegel Excavating in the amount of \$158,850.00 for the Cambridge Springs Demolition project. This is not a budgeted item. This item will be paid for from the Act 137 funds.
- E. Request approval of payment to HOPE Initiative for reimbursement totaling \$14,999.94 for the purchase of supply equipment and labor for the Urban Farm & Food Forest Project. This is a non-budgeted item. This item is to be paid for out of the Crawford Inspired Mini-Grant Program.
- F. Request approval to pay invoice #61986 (Feb.) & #627218 (Mar.) from MacDonald, Illig, Jones & Britton LLC in the amount of \$22,650.26 for contracted professional services. This is a budgeted item. This item will be paid for from the General Fund.
 - 1. \$17,510.71 – February Contracted Services
 - 2. \$5,139.55 – March Contracted Services
- G. Request approval of a Copier Maintenance & Supply Agreement between Crawford County Planning Office and Hagan Business Machines of Meadville, Inc.
- H. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and West Mead Township.
- I. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and Bloomfield Township.
- J. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and Woodcock Township.

11. HUMAN SERVICES: **Sue Watkins**

- A. Other:
 - 1. HSBG I&E Report for FY 24/25 – Revision 1
 - 2. Purchase Requisition – Beacon Light (Day Rate for L.Z.)
 - 3. **RATIFY** – Purchase Requisition – Griffin Motors (Purchase of 2024 Ford Escape)
 - 4. Purchase Requisition – Guardify, Inc. (Case Management NCAtrak Subscription for CIC)

B. CYS/JP Contracts FY 25/26

1. Central Counties Youth Center (Space Available Agreement)
2. Jefferson County Juvenile Detention Center (Purchase of Service Agreement)

12. TREASURER/TAX CLAIM: Renee Kiser

- A. Approve payment of \$13,792.00 to Travelers Casualty and Surety Company for renewal of Tax Collector's bond for a 4-year term 2026-2030. This is a budgeted item.
- B. Approve payment to the Meadville Tribune for Legal Notices totaling \$605.50. This is a budgeted item
- C. **RATIFY** payment to RBA Professional Data Systems for Tax Claim software maintenance for 2026 in the amount of \$11,576.25. This is a budgeted item.

13. FINANCE: Stephanie Franz

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| A. PennState Extension | 2026 Budgeted appropriation 2 | \$ 52,500.00 |
| B. Community Health Svc | 197&198 Q3 25/26 Feb & March Trips | \$ 91,159.00 |
| C. Oil Region Alliance- | 0002ORTA Oil Region Tourism Awards Sponsor | \$ 500.00 |
| D. CCHS | FY24/25 4th Qtr EI Match | \$ 11,822.16 |
| E. HSBG | FY24/25 Q4 Revision MH/ID/HSDF | \$ 1,040.00 |

14. COMMISSIONERS: Brittany Johnston

- A. **RATIFY** payment to Leonard's Auto for repairs on 2013 Ford Escape in the amount of \$532.00.
- B. Approve the Service Agreement between Crawford County Fair and Valentis Group, Inc.
- C. Approve contract between Crawford County Commissioners and AEP energy for fixed energy agreement covering various addresses.
- D. Proclamation- National Correctional Officers Week May 3-9, 2026.
- E. Notifications:
 1. Notification from Daniel & Maryann Lukowich regarding their intent to apply to the PA DEP for NPDES sewage permitting. This permit allows for the discharge of treated sewage to surface waters of the Commonwealth and/or construction of the facility. Proposed activities to take place in Spring Township
 2. Notification from GPI on behalf of the Vernon Township Sanitary Authority regarding their intent to apply to the PA DEP for renewal of their NPDES permit for their South Watson Run wastewater facility.
 3. Notification from Deiss & Halmi Engineering on behalf of Denton & Twila Eby regarding their intent to apply to the PA DEP for NPDES permitting for a Single Residence Sewage Treatment Plant. The permits will allow construction of a small flow treatment facility with discharge to an unnamed tributary of Walnut Creek. Activities to take place in Woodcock Township.

4. Notification from The Hillcrest Group on behalf of Crawford Renewable, Inc., regarding their intent to apply to the PA DEP for an Air Quality Plan approval. The proposed project is the installation of a pyrolysis facility that will pyrolyze side walls and treads from tires into a diesel fuel, carbon black, and steel bales. The material will be shipped to the site in containers, and there will be no outdoor material storage. The facility will utilize two Beston BLL-30 pyrolysis units that will be capable of processing up to 60 tons per day of feed material. Emissions from the facility are estimated to be 4.4 lbs/hr. of nitrogen oxides, 1.10lbs/hr. of volatile organic compounds (VOCs), 0.44lbs/hr. of particulate matter, 1.10lbs/hr. of sulfur oxides, 0.2lbs/hr. of HCI and 0.022lbs/hr. of HF. All other pollutants are minimal in nature. Because of the emission projections, the facility will be classified as a minor source of air pollution under Federal and State Regulations. Activities to take place in Greenwood Township.

2026 Upcoming Events:

May 13, 2026- Full Session
THURSDAY May 21, 2026 - Work Session
May 25, 2026 *CLOSED* Memorial Day
May 27, 2026- Full Session

PUBLIC COMMENT:

COMMISSIONER COMMENTS:

ADJOURN: