

The Crawford County Board of Commissioners met on August 12, 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
Renee Kiser	Treasurer
Monica Confer	Secretary
Denise Mason	Finance
Jaclyn Millin	Solicitor
Dave Powers	Sheriff
Ben Fair	CCCF
Sue Watkins	Human Services
Heidi Shiderly	Courts
Wes Rowden	Public Defenders
Marlo Urey	Register & Recorder
Tyler Lynch	GIS/Assessment
Mark Phelan	Maintenance
Samantha Travis	Planning
Jerry Millard	Planning
Don Bovard	Public Safety/Emergency Management
Denise Stanton	HR
Matt Digiacomio	IT
Tim Brown	IT
Kevin Tomanney	Armstrong
Skyler McClymonds	Public

The meeting was opened at 9:31 AM with the Pledge of Allegiance.

Mr. Schell made a motion to approve the minutes from the full session meeting held on July 22, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on August 5, 2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,559,043.42 for the period ending August 11, 2026. Mr. Seeley seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Seeley made a motion for approval and promulgation of the updated Crawford County Emergency Operations Plan. Mr. Bovard stated the Plan outlines how the County supports local municipalities and First Responders during disasters or large-scale emergencies. This must be reviewed and updated every 2 years or sooner. Must be re-promulgated when there is a majority

change in the Board of Commissioners or in this case a new Emergency Management Coordinator. Mr. Schell seconded and the motion carried

Mr. Schell made a motion to ratify payment of \$885.00 to Canadohta security for the replacement of a non-functional camera. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify payment of \$1,258.38 to Absolute fire protection to fix a leaking sprinkler pipe. This is not a budget item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of the invoice for GovAI – County Public Defender App for \$8,500. This is the same price for the last 2 years. This is a Budgeted Item from the Indigent Defense Grant. The Master Service agreement for the software would also need the Commissioner's signatures. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify confirmation of purchase of a document camera, and various accessories (cables etc.) from Amazon for \$2,418.71 for MDJ Linesville office. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of the Travel Request for Brendan Peters to attend Firearms Instructor Recertification Training @ State College. Budgeted Total: \$618.72. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of \$8,000 to Optical Storage Solutions (Landex) which includes \$6,000.00 for set up and \$2,000.00 annual support to add on Record Alert program to prevent property fraud. This is not a budgeted item and will be paid for with Register and Recorder Records Improvement Fund. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice #07062601 for property search website agreement from May 2026-December 2026 in the amount of \$4,326.00 This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoice #07062603 for services rendered in the amount of \$1,780.00. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the 3-year Oracle quote from DLT for \$1,240.19 per year for District Attorney and \$1,136.86 per year for Clerk of Courts and \$1,136.86 per year for Register and Recorder. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the 3-year agreement from ZITO for Crawford County for \$1,943.25 + estimated tax amount of \$315 monthly. This is a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of 2 network switches from DES for Crawford County for 8,555.55. A cybersecurity grant will be used to pay \$6,060.35 of this cost. This is not a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to withdraw the following items from the agenda: approve the purchase of a used 9x18 tower shelter from Mobilcom at a cost of \$22,950.00 and approve the purchase of a used 10x20 tower shelter from Mobilcom at a cost of \$22,950.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the site sharing agreement with the Commonwealth of Pennsylvania for the LeBoeuf Trail Road tower site. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of \$2,154.00 to Tool City Plumbing for replacement of a pressure-reducing valve at the PSB. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of a used 9x18 tower shelter from Mobilcom at a cost of \$22,950.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of a used 10x20 tower shelter from Mobilcom at a cost of \$22,950.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve a contract between Crawford County, Ehrgott Building, and Homeowner #019 for home repairs through the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoice # 74879 from Moody & Associates Inc. in the amount of \$2,094.00 for contracted engineering services 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 #630057 from MacDonald, Illig, Jones & Britton LLC in the amount of \$877.40 for contracted professional services in the month of May. This is a non-budgeted item. This item will be paid for by the General Fund. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoice #1292341 from Michael Baker International in the amount of \$217.50 for contracted professional services in the months of May and June. This is a non-budgeted item. This item will be paid for by the General Fund. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment of invoice #1 from Fuller Building Group totaling \$15,625.00 for completed housing rehab work for Homeowner #034. 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.

Mr. Seeley made a motion to ratify payment Courthouse Remodeling Project – 2nd Floor APO Remodel to Sunbelt Rentals in the amount of \$829.80. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Guzik Concrete & Masonry for new concrete sidewalk & curb behind Courthouse and added \$270.00 for another small curb repair. Total amount is \$10,340.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Meadville Plate Glass Co., Inc to repair back door of Courthouse in the amount of \$593.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to pay Scobell Company, Inc. to repair the A/C unit in the UPS room at the Courthouse in the amount of \$1,613.80. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Cummins Sales and Service to make repairs to the generator at the Judicial Center in the amount of \$863.30. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to The EADS Group – Estimate # 33 for Bridge # 14 – Wightman Rd in the amount of \$2,336.73. This will be paid for by Liquid Fuels monies. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Ascendance Truck Centers for repairs to the International Truck in the amount of \$15,934.21. This will be paid for by Liquid Fuels monies. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to ProTech Asphalt Maintenance Inc. for paving at the Correctional Facility parking lot and a driveway and road by the Dairy Complex at the Fairgrounds in the amount of \$57,031.14. This was an increase of \$3,801.14 from the original approval amount. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Sunbelt Rentals, to rent an excavator to repair a water line at the Fairgrounds in the amount of \$550.35. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify Human Services Block Grant Plan for FY 26/27 Expanding/Improving transportation resources in the county, continuing a focus on Community response to those in crisis, affordable and safe housing, and creating safe and supportive spaces for individuals with Intellectual Disabilities. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve MOU with Joseph C. Barnhart for 7/1/26 – 9/30/27 to act as the Crawford County Crisis Intervention Team (CIT) Coordinator. As the CIT Coordinator he will assist Crawford County Human Services (CCHS) in the comprehensive improvement and sustainability of Crawford County's behavioral health crisis response system. The total cost of the MOU is \$73,200.00. There is no cost to the county. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve MOUs and Transportation Plans Between Area School Districts and CYS for Transportation Procedures. These agreements ensure that the respective school districts and CYS work together to design a local transportation plan for foster care children enrolled in the school district. This would be applicable when it has been determined that the foster care child remain in the school of origin, and alternative means of transportation have been explored and deemed unavailable. These agreements are re-signed every three years and include the following schools: Commodore Perry, Corry Area, Erie's Public Schools, Forest Area, Franklin Area, Lakeview, Northwestern, Oil City Area, Union City Area, Warren County. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Personnel – Appointment of Kristen Bazylak to CCHS Advisory Board. Ms. Bazylak is a school counselor at Conneaut Lake Elementary School. She has worked at various Mental Health Agencies prior to her current position. She is interested in giving back to the community where she has lived her entire life. Her term would run from August 12, 2026 to December 31, 2027. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve MH/ID/EI Contract FY 25/26 C1-Amendment with Grapevine Center for Consumer/Family Satisfaction Team surveys. This amendment is increasing the County Funded survey maximum from \$22,879.53 to \$28,089.72; this allows for an additional 23 surveys that have already been completed. These surveys are a required component of the MH program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CYS/JP Contract FY 26/27 with Crawford County Drug & Alcohol Executive Commission, Inc. for assessments, individual counseling, CYS requested drug screens, group therapy, case coordination, recovery support, resource coordination and consultation. Drug & Alcohol provides a variety of outpatient services for CYS consumers and families. The rates for most services remain the same as FY 25/26, except for the three Individual Counseling Session rates and Group Therapy. The Carelon rates for these services increased by \$0.28 – \$1.89/unit and we've agreed to match the Carelon rates. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the CYS/JP Contract FY 26/27 with Shippenville Project Point of Light, Inc. for Psychological/Sexual Evaluations, individual counseling, group therapy, polygraphs, IPPC set up and monitoring, court appearances and telephone testimony. We last contracted with this provider for FY 19/20 but discontinued doing so due to not utilizing their services for several years before that. However, we have a family that would like to utilize this provider for non-offending and victim counseling. The rates are comparable to other contracted providers of similar services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve CYS/JP Contract FY 26/27 with The Bair Foundation of Pennsylvania. Mr. Schell seconded and the motion carried. These are the same services that we contracted for in FY 25/26; the rates are 4.8% – 12.2% higher than the prior year. The increase is to support a \$26,990 increase in healthcare benefits, a 6% salary COLA, \$19,940 to upgrade the server and replace laptops and UPS machines and a 40% increase in liability insurance expense. They've also incurred \$414,000 to add 3.5 foster care specialists, a foster care supervisor, an intake coordinator and a visitation coordinator. The provider's last increase was 1.8% – 4.2% for FY 25/26. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Professional Contract FY 26/27 with Bethesda Lutheran Services for the Truancy Court Attendance Program (TCAP). We have not previously contracted with this provider for TCAP services, and due to nature of TCAP (i.e. the school year will begin soon), we would like to get a contract in place for the service as soon as possible. We are unable to create the typical CYS/JP contract with the provider as we are waiting on OCYF to approve their IV-E packets for FY 26/27 and therefore need to continue to pay for their residential services off the prior year contract. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contract FY 26/27 with Center for Family Services, Inc. for case management, rental assistance and the food pantry. These are the same programs that the provider received grant funding for in the prior year; the funding has increased

by \$1,000.00, \$2,000.00 and \$3,000.00 for Case Management, Rental Assistance and the Food Pantry, respectively. This is due to decreasing two other provider's award amounts as there has been no change in grant funding available. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Professional Contract FY 26/27 with Crawford Area Transportation Authority for fixed route bus passes. This provider previously received grant funding through FY 21/22 but has not submitted a proposal for the past few years. CATA requested both HAP and HSDF funding for this program, but we are only able to accommodate an HSDF award. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contract FY 26/27 with Crawford County School for Adult Education for adult education services. This is the same program that the provider received HSDF funding for in the prior year; the funding has decreased by \$5,000.00 due to a review of the provider's needs. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Professional Contract FY 26/27 with Titusville YMCA for the Tiny Footsteps and After School/Summer Programs. This is the same program that the provider received HSDF funding for in the prior year; the funding has decreased by \$1,000.00 due to a review of the provider's needs. Mr. Seeley seconded and the motion continued.

Mr. Seeley made a motion to approve the following contracts that are the same rates as prior year:

CYS/JP contracts:

- Community Alternatives, Inc. for Homemaker, Parenting, Anger Management and In-Home Counseling.
- CSI Corporate Security and Investigations, LLC for Professional Services.
- Lisa Pierro for Professional fees, Training and Insurance Reimbursement.
- Parkside Psychological Associates, LLC for CART services, Risk/Psychosexual Evaluations, Sexual Offender Polygraphs, ABEL Assessment and Trauma Training/Debriefing.
- Peter von Korff, Ph.D service fees for completing evaluations.

MH/ID/EI contracts:

- Bright Light Pathways – for In-Home and Community Supports
- Erie Home for Children and Adults, Inc. – for In-Home and Community Supports, Support Medical Environment and Community Participation Support.

Professional Contracts:

- Common Roots – for Chris Bell's Furniture Closet.
- Community Alternatives, Inc. – for Safe Spaces Home Stabilization.
- Crawford County CASA, Inc. – for Court Appointed Special Advocates.
- Crawford County Drug & Alcohol Executive Commission, Inc. – for SAP Prevention Specialist.
- Crawford County Mental Health Awareness Program, Inc. – for Emergency Shelter and Case Management.
- Parkside Psychological Associates, LLC. – for CART services, Risk/Psychosexual Evaluations for MH and ID, Sexual Offender Polygraphs, and ABEL Assessment.
- Sign Language Interpreting Professionals, LLC. – for Interpreter services, mileage and parking.

- Through Thought Therapy, LLC. – for Therapy.
- Titusville Area Hospital – for Mobile Psychiatric Nursing, individual/group/family therapy, Nurse Assessments, Psychiatric Diagnostic Evaluations, Medication Management and Intakes.
- United Way of Venango and the Titusville Region – for the Center for Financial Independence Program.
- Watts & Pepicelli, PC – for Mental Health Hearings.
- Women’s Services, Inc. – for the Greenhouse and the Healthy Relationships Prevention Initiative.
- Young Women’s Christian Association of Titusville Professional – for Case Management, Rental Assistance and the St. James House Shelter.

Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2026 Mileage Rate IRS Rate .76/mile. Effective 7/1/2026. Mr. Seeley seconded and the motion carried. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to the City of Meadville for half of 2026 real estate billing postage and phone line 3/01/2026-6/30/2026 for \$1,292.67. This is a budgeted expense. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to the City of Meadville for one third of wage reimbursement for tax collection six-month billing amount of \$22,636.40. This is a budgeted expense. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment of additional postage for 2026 Notice of Sale error in the amount of \$3,283.48. This is not a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to PCOMP for additional payroll contributions in the amount of \$3,160.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of Invoice #96726 to Shafer Law Firm for Litigation Services in the amount of \$18,753.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to approve the full day closure of the Courthouse on September 11, 2026. Mr. Schell noted that Mr. Seeley seconded and the motion carried. Mr. Schell commented that this will be the 25th Anniversary of September 11th and there will be a ceremony at 9:00 am that day. A monument will be placed out front of the courthouse in honor of all past, present and future Emergency Services which includes Fire, EMS and Police. The ceremony should last about an hour and the Courthouse will be closed for the day and the City also agreed to close City offices that day as well.

After all requests were made, Mr. Seeley and Mr. Schell wished Commissioner Henry a Happy Birthday. Mr. Henry stated that today is the initial posting for delinquent properties and to please be respectful of the agents who are lawfully conducting county business and contact the Treasurer’s office if you have any questions.

Mr. Schell made a motion to adjourn the meeting at 9:53 am. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner