

The Crawford County Board of Commissioners met on September 9, 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
Stephanie Franz	Finance
Joe Ferguson	Solicitor
Dave Powers	Sheriff
Ben Fair	Warden
Trevor Oates	APO
Marlo Urey	Register & Recorder
Sue Watkins	Human Services
Betty Waite	Courts
Mark Phelan	Maintenance
Samantha Travis	Planning
Jerry Millard	Planning
Greg Beveridge	Public Safety
Denise Stanton	HR
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 August 26, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on September 2, 2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,441,617.06 for the period ending August 25, 2026. Mr. Seeley seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Seeley made a motion for approval of Adult Probation to apply for the Intermediate Punishment Treatment Program for 2026-2027 grant in the amount of up to \$270,000.00 through the PCCD. Mr. Oates noted that this is an ongoing grant that has been applied for, for years. Mr. Schell seconded and the motion carried

Mr. Schell made a motion to approve payment to Summit Radiation Safety for the annual evaluation and audit of the body scanner, for a total cost of \$1,300.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Pennsylvania Department of Environmental Protection for \$520.00. This is required for our yearly radiation test of the body scanner. This is a budgeted item. Mr. Schell seconded and the motion carried

Mr. Schell made a motion to approve payment to Axon for two staff members to attend taser instructor school, for a total cost of \$1,790.00. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of the agreement with Erie County Prison for assistance in the event of an emergency at the Crawford County Correctional facility. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the agreement with AT&T for Go Link 5G mobile hot spot for MDJ Linesville for initial cost of \$.99 and monthly fee of \$30. This is not a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the replacement of a Zetron Max Central processor for Communication System that has failed and is unrepairable. Replacement and installation by Mobilcom at a cost of \$5,564.00. This is not a budgeted item. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve request for travel for Ms. Urey to an overnight conference at Penn State October 13th- October 14th with registration fee of \$150.00. The Recorder of Deeds Association will pay for the hotel room. She will use her own vehicle for a total of around 310 miles. This is a budgeted expense. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the new 1-year Oracle quote from DLT for \$1,240.19 for District Attorney and 3-year Oracle quote from DLT for \$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. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the online auction of used information technology hardware using publics surplus.com. Sale begins September 14th at 8:00 am and ends on September 27, 2026, at 3:00 pm. Mr. Brown noted the sale includes older desktop computers, some with the hard drives wiped out, older laptops and printers that we don't use anymore. They will be selling them by the lot. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify Courthouse Remodeling Project, 2nd Floor APO Remodel in the amount of \$1,814.36. •Ace Contractor Center - \$34.98 •Sunbelt Rentals - \$1,779.38. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to pay Scobell Company Inc. to replace the failed compressor unit at the Judicial Center in the amount of \$15,660.00. Per Mr. Phelan, one already went. This is the second one. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve a grant award and contract between Crawford County and Cambridge Springs Borough for a total of \$20,000.00 from the County's Blight Revitalization Program for the demolition of a commercial structure at 195 S. Main Street in Cambridge Springs. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve a grant award and contract between Crawford County and Common Roots for a total of \$8,730.00 from the County's Blight Revitalization Program for the demolition of a residential structure at 568 Green Street in Meadville. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoice #6302107 from MacDonald, Illig, Jones & Britton LLC in the amount of \$4,089.55 for contracted professional services in the months of June and July. 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 approve payment of invoice #1298258 from Michael Baker International in the amount of \$1,207.50 for contracted professional services in the month of July. 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 2026 Section 3 Plan. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve 2026 Section 3 Compliance Officer Policy, Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve 2026 CDBG Citizen Participation Plan. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve 2026 Residential Anti-Displacement and Relocation Assistance Plan. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve 2026 Section 504 Plan. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve 2026 Fair Housing. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve CDBG Real Property Disposition Policy (OBO Entitlements). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2026 Minority and Women's Business Enterprise Plan. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of a contract between Crawford County, Fuller Building Group, and Homeowner #027 for home repairs through the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of a contract between Crawford County, QRS Construction, and Homeowner #042 for home repairs through the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the contract with Beam to enter into a three-month pilot program. Beam is a specialist tool for caseworkers that turns conversations, documents and video into detailed assessments and reports. The pilot would include access to transcription and summarization features, customized templates, training and support. There will be an evaluation delivered at the end of the pilot program. The start date has not yet been identified but will run for a total of three months. The total cost is \$5,000.00 paid for with caseworker retention funds. The cost to the county is \$1,175.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MOU between Crawford County Human Services and Rebecca Smullin Dawson. The MOU sets the requirements for Dr. Dawson's participation in the Community Mental Health Needs Assessment. The Community Mental Health Needs Assessment aims to assess community mental health needs, service accessibility and perceptions across Crawford County. The work includes qualitative key informant interviews with a quantitative community wide survey in order to understand the current needs, gaps and perceptions. The MOU runs from July 1, 2026, to September 30, 2027. The total cost is \$9,503.00. There is no cost to the county. Paid for with PCCD grant funds. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the travel request for Barb Clark, Mary Damico and Lexus Smith to attend the Pennsylvania Early Childhood Education Summit in State College from October 18, 2026, to October 21, 2026. The total cost is \$3,045.24 paid for with EI Training Funds. The cost to the county is \$304.53. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 26/27 contract with Bright Beginnings Therapy Services, LLC for speech pathology, physical therapy, occupational therapy, IFSP teaming and Special Instruction. For the past few years, this provider has received a Professional contract for Speech Pathology services. However, the sole proprietor is in the process of hiring a special education teacher to provide Special Instruction services, so we're going to proactively contract for all possible services to eliminate any need for contractual amendments. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contract FY 26/27 with Sugar Valley Lodge, Inc. for Enhanced Personal Care Boarding Home services. We currently have two Crawford MH consumers located at this facility. The contract is for the enhanced portion of the resident's care. The rate is \$2.27/day higher than the prior year; this is to match the rate that Mercer and Venango County approved for FY 26/27. We have included a contract maximum of \$33,693.15 which would allow three residents for a full fiscal year. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the following Same Rates as Prior Year Contracts FY 26/27:

- Community Rising Therapy, LLC – for Speech Pathology, Physical Therapy, Occupational Therapy, IFSP teaming and Special Instruction.
- E Wachter Early Intervention Services – for Speech Pathology, Physical Therapy, Occupational Therapy, IFSP teaming and Special Instruction.

- Next Step Therapy – for Speech Pathology, Physical Therapy, Occupational Therapy, IFSP teaming and Special Instruction.
- Alfery Pediatric Physical Therapy PC – for Physical Therapy and IFSP teaming.
- Ashley Mahrs – for Occupational Therapy and IFSP teaming.

Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CCHS CYS FY24/25 Q3 Match Revision in the amount of \$2,564.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the CCHS CYS FY25/26 Q4 Match in the amount of \$ 653,164.73. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve CC Drug & Alcohol Prevention Specialist Opioid Salary 9/1/26-12/31/26 in the amount of \$16,391.40. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Palmetto Posting for \$74,594.00 for the posting of delinquent Notice of Sale and Return and claim for 2026. These costs will be recouped as delinquencies are paid by taxpayers. This is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Penncrest School District for county portion of printing, and postage of per capita bills \$2,623.73. This is a budgeted item. Mr. Schell seconded and the motion carried

Mr. Schell made a motion to approve payment to Crawford County Legal Journal for advertising cost of Public Sale properties for this year's Upset Sale. The cost of \$5,448.00 is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve payment to The Meadville Tribune for advertising cost of Public Sale properties for this year's Upset Sale. The cost of \$6,911.75 is a budgeted item. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to ratify payment to Infocon for printing and postage for Notice of Sale in the amount of \$50, 568.62. Mr. Seeley seconded and the motion carried. This is a budgeted item.

Mr. Seeley made a motion to ratify payment to Chamber of Commerce in the amount of \$300.00 for membership renewal. Mr. Schell seconded and the motion carried.

After all requests were made, Mr. Seeley commented that around elections there is a lot of attention to upcoming changes. This year there is attention surrounding USPS regarding mail-in and absentee ballots. On behalf of the Board of Elections, he would like to assure the public that our internal process has not changed. USPS is still a perfectly acceptable way to return your ballot. There should be no fear of that. However, we always offer over the counter turn in here at the Courthouse. He noted there is no anxiety on our part regarding the postal service and we look forward to a calm, well- administered election in the fall.

Mr. Schell commented that this Friday marks the 25th Anniversary of 9/11. In honor of that event, there is a new monument in front of the Courthouse dedicated to all Past, Present and Future Emergency Service Personnel in Crawford County. The monument will be unveiled in a dedication ceremony that is taking place Friday morning, along with a Memorial Service to recognize those we lost that day. There will also be a walkway put in, soon made of pavers with sponsors' names engraved on them. Many of them, Fire Departments, Police Departments and

individuals. If interested, please contact the Commissioner's Office. Also, Congratulations to Ben Fair on being named Warden of Crawford County Correctional Facility.

Mr. Henry noted that it is the time of year for the budget cycle. We have done a good job maintaining our budget, which gets difficult at times. He understands people are having a difficult time right now and noted that 2 of the local taxing bodies, one has already passed a tax increase and the other anticipating an increase. He stated we are going to do our best to maintain our lines as always but will need assistance from the department heads and elected officials. Letters were sent out explaining that there was a healthcare increase of 16-18% and Pension adjustments of 15% and it's getting more difficult to maintain the budget although he appreciates the department heads and elected officials doing a good job maintaining their budgets. Stephanie and her staff will be handling all the budget stuff. He noted as a reminder, Budget Meetings are open to the public.

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