

The Crawford County Board of Commissioners met on Wednesday, March 13, 2024 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Gina Chatfield	Chief Clerk
Courtney Stirling	Secretary
Christine Krzysiak	Treasurer
Stephanie Franz	CFO
Keith Button	Solicitor
Matt Digiacomio	IT/Voter Services
Dave Powers	Sheriff
Joe Galbo	Assessment
Heidi Shiderly	Courts
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance Director
Sue Watkins	Human Services
Brittany Johnston	HR
Ellie Donnell	HR
Jack Greenfield	CCCF Warden
Tim Brown	ITS
Keith Gushard	Tribune
Kevin Tommaney	Armstrong

The meeting was opened with the Pledge of Allegiance.

Mr. Seeley made a motion to approve the minutes from the full session meeting held on February 28, 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the minutes from the work session on March 6, 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of bills in the amount of \$2,262,866.98 for the period ending March 12, 2024. Mr. Schell seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Seeley made a motion to ratify the payment to Overhead Door Company of Greater Erie, for repairs made to the south side sally port vehicle door, in the amount of \$521.75. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment for 2 stainless steel toilets replacing two broken porcelain toilets, in the amount of \$2,469.15. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of Year 3 Microsoft Enterprise Agreement from CDWG, in the amount of \$115,967.12. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve the invoice for the Crawford Care Center – Stout appraisal review, in the amount of \$750.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the annual Pymatuning PILOT. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Hazardous Materials Program annual report. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of 5 MSA Galaxy GS2 chargers and cylinder holders along with 8 bottles of MSA calibration gas from Whitmer Public Safety group, in the amount of \$18,725.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to MCM Consulting for continued work on the Hazard Mitigation Plan, in the amount of \$5,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Conneaut Lake VFD for reimbursement of repairs made on the county owned ARO, in the amount of \$1,042.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from Mobilcom for two surveillance cameras for the Public Safety property, in the amount of \$3,598.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Invoice (#3) from Vogt Heating & Cooling for reimbursement for M. Rossey Training Wages through the Construction Workforce Industry Program, in the amount of \$640.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for the approval to pay invoice from LSSE Civil Engineers and Surveyors for engineering services for the Conneautville Stormwater Project, in the amount of \$2,550.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion for approval to pay Invoice (#10) from Porter Consulting Engineers, P.C. for engineering services for Huidekoper Park Improvements, in the amount of \$3,282.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a contract with Active Aging Foundation of Crawford County for use of the Lew Davies Community Center for the 2024 Comprehensive Plan project, which includes a payment, in the amount of \$300.00 facility fee. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to execute a contract with Sandy's Sign Works for design, fabrication, and delivery of signs for the County Forest Signage Project, which the cost of the contact is not to exceed \$4,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval of invoices from the Courthouse Remodeling Project for the New 2nd Floor Finance Office, in the amount of \$2,009.46. Mr. Schell seconded and the motion carried.

- Ace Contractor Center - \$424.76
- Home Depot - \$762.50
- Sherwin-Williams - \$822.20

Mr. Schell made a motion for approval to pay Brian Noah, Project Manager for Professional Services from 2/1/24 to 2/29/24, in the amount of \$2,594.70. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of Supplemental Agreement D for the replacement of Wightman Road Bridge, increasing the total cost of the agreement, in the amount of \$94,904.21. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the ACT 148 Report for 1st Quarter FY 23/24 – Revision 1, with a total cost to the county of \$466,280.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve they payment to Crawford County Commissioners for pension due to the county, with totaling costs to the county in the amount of \$60,170.91 for account 145 and \$11,656.48 for account 175. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to PACA MH/DS for yearly membership dues, with a total cost to the county in the amount of \$332.93. Mr. Seeley seconded and the motion carried.

Ms. Seeley made a motion to approve the purchase requisition to PACA MH/DS for yearly SCO Associate dues, with a total cost to the county in the amount of \$26.69. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to PACHSA for yearly association dues, with a total cost to the county in the amount of \$265.64. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition to PCYA for yearly Association dues, with a total cost to the county in the amount of \$632.65. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the travel reimbursement for Holly Bunce to Dayton, Ohio, with a total cost to the county in the amount of \$39.10. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify travel request for Kendra McCartney to attend Grant Writing Course in Warren PA, in the amount of \$930.11. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the travel request for Eric Johnston to attend the State required Act 2 Municipal Police Officer Waiver training, in the estimated amount of \$28.50 after reimbursement.

Mr. Seeley made a motion to approve the following invoices/purchase requisitions. Mr. Schell seconded and the motion carried.

- Crawford County Drug & Alcohol Q1 & Q2 23/24 HSBG Match \$10,810.00
- CYS Q2 FY 23/24 Match \$28,065.86
- Human Services Q1 FY 23/24 Match \$60,811.96
- Human Services Q2 FY 23/24 Match \$69,847.95
- Human Services Q4 FY 22/23 Match \$88,591.17
- Credit Solutions of KY Care Center Windstream Bill \$545.97

Mr. Schell made a motion to ratify the following invoice/purchase requisition. Mr. Seeley seconded and the motion carried.

- Cleveland Brothers 7834362 Annual Inspection \$615.00
- Cleveland Brothers 7834363 Load Bank \$1,110.00
- PCHIPC 162210-0 March 2024 Insurance \$683,797.53

Mr. Seeley made a motion to approve the new hires/transfers. Mr. Schell seconded and the motion carried.

After all requests were made Mr. Seeley stated the election board meeting will be held at 6pm in the Assembly Room at the Courthouse, which will be to finalize the changing of the 2-2 Meadville Polling Location. Mr. Henry wished Mr. Schell a Happy Anniversary, and stated that Mr. Seeley and himself were able to attend the Education and Training Center at Pitt-Titusville rebranding ceremony and really appreciated what they were doing.

Mr. Schell made a motion to adjourn the meeting at 9:46AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Scott T. Schell, Commissioner

Christopher R. Seeley, Commissioner