

The Crawford County Board of Commissioners met on Wednesday, March 27, 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 Digiacommo	IT/Voter Services
Dave Powers	Sheriff
Eric Coston	Coroner
Heidi Shiderly	Courts
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance Director
Krysta Simons	Human Services
Nicole Graham	HR
Ellie Donnell	HR
Holly Varndell	JPO
Jack Greenfield	CCCF Warden
Tim Brown	ITS
Emmy Arnett	Prothonotary
Renee Kiser	Auditor
Darien Kean	Auditor
Kelsey Zimmerman	Auditor
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 March 13, 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the minutes from the work session on March 20, 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of bills in the amount of \$5,907,608.17 for the period ending March 26, 2024. Mr. Schell seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Schell made a motion to approve the 2024 Mowing agreement between CC Juvenile Probation Department and the CC Conservation District to perform grass cutting, various trimming and basic yard clean up, for a fee in the amount of \$5,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from Grainger for a C-Through storage cabinet, in the amount of \$693.53. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to Canadohta Security for the required annual Fire Alarm Inspection, in the amount of \$4302.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the Telesoft Inc. Civil Court Software Maintenance for 2024, in the amount of \$17,698.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to PAPCC for PA State Association Dues, in the amount of \$625.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of a Dell Latitude 3540 build your own computer, in the amount of \$981.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2024 retainer for services of Forensic Pathologist per contract with Erie County, in the amount of \$10,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from CDWG for the annual renewal of 105 Adobe Acrobat licenses, in the amount of \$10,843.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from CDILLC for a 5-year Sophos Firewall hardware and support, in the amount of \$119,829.20 and a 5-year Sophos Central licensing, in the amount of \$55,746.42, for a total amount of \$175,575.62. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the HAGAN Business Machines Copier Maintenance Agreement effective 3/27/2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the support contract for Catalyst software from Stenograph for one year, in the amount of \$834.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the repairs done by Xybix Corporation to dispatch console #2, in the amount of \$2,072.89. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for the approval to pay the below invoice for reimbursement to Vogt Heating and Cooling for Training Wages through the Construction Workforce Industry Program for the following students, in the amount of \$1,064.00. Mr. Seeley seconded and the motion carried.

- Invoice# 51410 (#4): C. Kearns - \$512.00
- Invoice# 51411 (#4): M. Rossey - \$552.00

Mr. Seeley made a motion for the approval to Invoice #2 for reimbursement to Ferguson Construction for I. McCawley Training Wages through the Construction Workforce Industry Program, in the amount of \$640.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for the approval to pay the below invoices for reimbursement to RE Johnson through the Construction Workforce Industry Program for the following students, in the amount of \$2156.00. Mr. Seeley seconded and the motion carried.

- Invoice# 16086: Training Wages: D. Doubet - \$616.00
- Invoice# 16087: Training Wages: R. Atkins - \$640.00
- Invoice# 16109: Tool Purchase: R. Atkins, M. Beck, D. Doubet, M. Rubaker - \$900.00

Mr. Seeley made a motion for approval to pay invoice from Deiss & Halmi Engineering, Inc. for January 2024 engineering services for Venango Borough's Karl Gerdon Park, in the amount of \$8,762.75. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase from the Crawford County Conservation District for 50 bundles of tree shelter tubes for County Forest Day, in the amount of \$1,300.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the contract extension of the State Facilities Transition Closure Program grant with the Pennsylvania Department of Community & Economic Development. Mr. Schell seconded and the motion carried.

Mr. Schell 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 \$822.22. Mr. Seeley seconded and the motion carried.

- Ace Contractor Center - \$460.05
- Home Depot - \$237.34
- Sherwin-Williams - \$124.83

Mr. Seeley made a motion for approval to pay Powell's Sanitation and Construction to repair a 4" waterline in John Holt Way, in the amount of \$2,562.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for the approval to pay The Wilkins Co., Inc. to inspect the fire alarm at the QLC Facility, in the amount of \$600.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the ACT 148 Report for 2nd Quarter FY 23/24, with a total cost to the county of \$1,048,005.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Economic Progress Alliance of Crawford County Lease Addendum 3/20/24 which removes 3rd Floor Office Space to the 1st Floor. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition from CDW Government for Tripp Lite Network Equipment for Moving 3rd Floor to the 1st Floor, with a total cost to the county of \$166.40. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition from LINSTAR, Inc. for removing 3rd Floor Access and Adding 1st Floor Access, with a cost to the county of \$358.10. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition with PharmChem, Inc. for 50 Drug Patch kits, with a total cost to the county of \$144.96. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition with Redwood Toxicology Laboratory for 375 Drug test kits, with a total cost to the county of \$364.45. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the invoice from McCandless Ford for repair of bumper damage, in the amount of \$1,036.70. Mr. Schell seconded and the motion carried.

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

- Crawford Svetz Energy Services \$1,714.00
- Crawford County Historical Society \$2,000.00
- MH \$25,500.00
- PCHIPC \$667,185.08

Mr. Seeley made a motion to ratify the travel request for Dave Amy to attend the GIS conference for 2 days at Penn State, in the estimated amount of \$884.70. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Enterprise License Agreement renewal with ESRI, in the amount of \$58,500.00 per year for three years. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve closing the Courthouse at noon on April 8, 2024 for the Solar Eclipse. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the contract with “Sasquatch Man” Laramy Miller to speak at the Crawford County Fair for Friday and Saturday, in the amount of \$2,000.00. Mr. Seeley seconded and the motion carried.

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 reminded the public that April 8th is the last day to register to vote or change registration and that the mail-in ballots were being sent out in the mail today. Mr. Schell wished everyone a happy and safe Easter weekend. Mr. Henry stated to give accolades to the planning office and planning commission for all their work with the County.

Mr. Schell made a motion to adjourn the meeting at 9:47AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Scott T. Schell, Commissioner

Christopher R. Seeley, Commissioner