

The Crawford County Board of Commissioners met on Wednesday, November 12, 2025, for a regular meeting, with the following present:

Eric Henry	Chairman (via phone)
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Brittany Johnston	Chief Clerk/HR
Monica Confer	Secretary
Stephanie Franz	CFO
Denise Stanton	HR
Keith Button	Solicitor
Jack Greenfield	Warden
Dave Powers	Sheriff
Mark Phelan	Maintenance
Sue Watkins	Human Services
Greg Beveridge	Public Safety
Jessalyn McFarland-Carr	Voter Services
Wes Rowden	Public Defender
Paula DiGiacomo	District Attorney
Ann Knot	Planning
Heidi Shiderly	Courts
Tracey Crawford	Conservation District
Chloe Forbes	Meadville Tribune
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 October 22, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on November 6, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,407,391.36 for the period ending November 10, 2025. Mr. Seeley seconded and the motion carried.

#### Executive Sessions:

#### Public Comments:

#### Official Business:

Mr. Seeley made a motion to pay the invoice for BTM Contact Management Software for \$4,250.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the renewal of Prosecutor Management Maintenance & Upgrades for DA software for 2026 in the amount of \$5,530.00, with technical support and Oracle database support for 1/1/26-12/31/26 in the amount of \$1,000.00, for a total cost of \$6,530.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify and pay for the purchase of 62 Election Supply Boxes from William Penn Printing Company in the amount of \$4,501.47. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the appointment of Ricardo Gilson as Public Director of the Crawford County Conservation District Board replacing Wendy Kedzierksi. The appointment would be for a 4-year term beginning January 1, 2026, and continue through December 31, 2029. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the re-appointment of Scott Preston, Dennis Hindman and Rick Rendulic as Farm Directors on the Crawford County Agricultural Land Preservation Board. The appointments would be for 3-year terms to begin January 1, 2026, and continue through December 31, 2028. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve two Point Blank Body Armor and Carriers for County Security Officers- Total \$2440.58. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve two Point Blank Body Armor and Carriers for Deputy Sheriff- Total \$2440.58. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Addendum to Food Service Agreement with Trinity Services Group, INC effective 1/1/2025-12/31/2029. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of invoices from Courthouse Remodeling Project- Courtroom #3 in the amount of \$92.33. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The EADS Group – Final payment for design work on the Parking Deck Rehab Project - \$130.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay The EADS Group – Estimate # 30 for Wightman Rd – Bridge #14 in the amount of \$15,522.42 This will be paid by Liquid Fuels funds. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the installation of a Hammer arrester on the PSB plumbing system by the Scobell company at a cost of \$1,290.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the quote for Bidding Services in relation to the Sugar Lake Tower project in the amount of \$4,000.00 by LSSE. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the repair/replacement of the ADA power assist system on the Front door of the PSB at a cost of \$4,925.72 by Trinity Door Systems. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the renewal of the CAD Link Support with In-Synch for 2026 at a cost of \$1,516.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the quote from Reed Oil to install a 500-gallon propane tank at the Greiser Rd tower site. Tank installation is \$2,980.00 with Propane at \$1.79 per gallon. Total expense is \$3,875.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the contract with All Pro Exterior Services, LLC, for snow removal/salt application. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of MOU with Crawford County Mental Health Awareness Program, Inc. for November 1st, 2025 – June 30th, 2026. Mr. Seeley seconded and the motion carried

Mr. Seeley made a motion to approve PCCD Grant Modification – CAC/CIC 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the re- appointment of Krista Geer, Matthew Adams, Sarah Quinn, and Tami Farrell to CCHS Advisory Board. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition for Allegheny College (Breakfast/Lunch for CIT Training May 12-16, 2025). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase requisition for Shamrock Companies, Inc. for jackets, Stanley Cups and drawstring bags for CYS Caseworkers. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of CYS/JP Contract FY 25/26 with Benchmark Family Services – Amendment F-1. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of CYS/JP Contract FY 25/26 with Family Services of NW PA. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of CYS/JP Contract FY 25/26 with Youth Advocate Programs, Inc. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of MH/ID/EI Contract FY 25/26 with Meadville Medical Center. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Assured Partners, invoice # 144744 for AP Agency Fee 6/1/2025 to 6/1/2026 in the amount of \$30,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment for CCAP, invoice #062033 for deductible reimbursement in the amount of \$2,500.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment for CC Scuba Team for 2025 Budgeted Allocation in the amount of \$6,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to CC CYS for Q4 2024/25 Match Revision #1 in the amount of \$4,169.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to CC CYC for 2025 Prior Year FY2023/24 Revision in the amount of \$1,706.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Community Health Svc, invoice 191 for FY25/26 1st Qtr. Reimbursement in the amount of \$176,509.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to the City of Titusville for 2025 Airport Budgeted Allocation in the amount of \$3,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2026 preliminary budget in the amount of \$64,218,658.00. Mr. Seeley seconded and the motion carried. Finance commented that there is a deficit of 2.4 million and they are working to bring that to \$0. The budget will be on display beginning today in the public library, the Commissioner's Office and online

Mr. Seeley made a motion for approval of payment to Ferguson Construction Company for reimbursement (#8), totaling \$684.00, for training wages associated with the Workforce and Retention Program (WARP). This item will be paid for out of the Whole Home Repair Program (WHRP). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Vogt Heating & Cooling for reimbursement (#10), totaling \$1,600.00, for training wages associated with the Workforce and Retention Program (WARP). This item will be paid for out of the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to MG Electric for reimbursement (#5), totaling \$1,413.00, for training wages associated with the Workforce and Retention Program (WARP). This item will be paid for out of the Whole Home Repair Program (WHRP). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of Pay App #1 from Fuller Home Building for \$29,665.00 for work completed at the Stone Memorial Library. This item will be paid from FY 2022 County CDBG.to. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay invoice #1265218 from Michael Baker International for \$4,700.00 for contracted professional services for the Peer-to-Peer Grant. This item is to be paid for out of the Peer-to-Peer Grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for the approval of an Intergovernmental Cooperation Agreement between Crawford County and Vernon Township. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to for the approval of a resolution authorizing Crawford County Planning staff to submit a grant application to the Pennsylvania Housing Finance Agency – Pennsylvania Housing Affordability and Rehabilitation Fund (PHARE). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the approval of the purchase of sandwich and cookie platters from Tops Grocery Store for \$284.93 for the Peer-to-Peer stakeholder meeting. This item is to be paid from match funds for the Peer-to-Peer Grant. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval of payment of invoice ##25025F from Fuller Building Group for \$24,590.89 for completed housing rehab work for homeowner #025. This item will be paid for from the Whole Home Repair Program (WHRP). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the approval of payment of Pay App #2 from Genesis Roofing & Construction totaling \$54,585.00 for construction at the Meadville Central Fire Station. This item will be paid for from the FY 2022 Meadville CDBG. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval of payment to Ferguson Construction Company for reimbursement (#6 & #7), totaling \$40.00, for training wages associated with the Workforce and Retention Program (WARP). This is a correction for agenda item "A" from the October 15, 2025, meeting. This item will be paid for from the Whole Home Repair Program (WHRP). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2026 Solvency Fee for PA Unemployment in the amount of \$38,838.11. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Crown Benefits Administration for runoff health insurance in the amount of \$20,397.68. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify payment to Leonard's Auto Service & Towing invoice 40615 in the amount of \$1,181.84 for repairs made to the 2016 Ford Edge. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the refund payment request in the amount of \$147.00 to Ryan Landefeld for a decreased change in his fairground storage rental fee. (Refund would come from the initial payment received on 9/29/2025 in the amount of \$350.00 check #6247 for 50 feet total, which decreased to 29 feet at \$203.00.) Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the AEP energy contract for 36 months of electrical service at Crawford County Correctional Facility effective 11/26/25. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the AEP energy contract for 36 months of electrical service at 3 locations effective 11/26/25. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the Sprague Operating Resources LLC contract and sales agreement renewal for natural gas for 24 months at multiple County locations. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the agreement to extend the current PrimeCare Medical contract for one additional year, pursuant to Section 10 of our current contract. The fee for 2026 will be \$1,091,186.87 for the base services and \$ 139,534.13 to administer the MAT program. All other provisions of the current contract will be followed. Mr. Schell 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 noted that they are on day 5 of write-in adjudications and will be starting mail-in/absentee adjudications today. Mr. Seeley would like to implore voters to use their votes wisely before writing in funny names, as each one takes time to review. Mr. Seeley also wished the Chairman a speedy recovery. Mr. Schell echoed Mr. Seeley's comments about adjudications and the Chairman making a speedy recovery and will be back soon

Mr. Schell made a motion to adjourn the meeting at 9:58 AM. Mr. Seeley seconded and the motion carried.

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Eric Henry, Chairman

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Christopher R. Seeley, Commissioner

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Scott T. Schell, Commissioner