

The Crawford County Board of Commissioners met on Wednesday, November 26, 2025, for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Brittany Johnston	Chief Clerk/HR
Monica Confer	Secretary
Stephanie Franz	CFO
Christine Krzysiak	Treasurer
Denise Stanton	HR
Keith Button	Solicitor
Dave Powers	Sheriff
Ben Fair	Deputy Warden
Jennifer McCarl	Maintenance
Samantha Travis	Planning
Heidi Shiderly	Courts
Tim Brown	IT

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 November 12, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on November 19, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$4,130,432.86 for the period ending November 25, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments:

Official Business:

Mr. Seeley made a motion to approve the Hagen Business Machine copier maintenance and supply contract #7380-03 for Toshiba Copier, effective 12/3/2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of the 2025 Actuarially Determined Contribution to the Retirement Account. This year the payment is \$2,324,363.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to Approve payment of \$4,000.00 to City of Meadville for Invoice #3968 for 2024 LIVESCAN maintenance fee. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 1-year Maintenance and Supply agreement with Hagan Business Machines for MDJ Meadville copier effective December 6, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve a 5-year contract with Thomson Reuters effective Jan 1, 2026, for law library print materials at a cost of \$81.66 per month with a 4% annual increase. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve a 5-year contract with Thomson Reuters effective Jan 1, 2026, for law library print materials at a cost of \$3,176.07 per month with a 4% annual increase. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment of \$366.92 to Lindsey Refrigeration for emergency repairs to the kitchen cooler. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment of \$893.65 to HRI Commercial Food Service for emergency repairs to the kitchen dishwasher. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment of \$2,980 to Canadohta Security for the replacement of 2 Restricted Housing Unit (RHU) cameras that were destroyed by an inmate. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for to ratify payment of invoices from Courthouse Remodeling Project – Courtroom #3 - \$2,646.21. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Vogt Heating & Cooling for reimbursement (#11& #12), totaling \$3,200.00, 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 Ferguson Construction for reimbursement (#9), totaling \$720.00, 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 Pay App #3 from Genesis Roofing & Construction totaling \$52,625.00 for construction at the Meadville Central Fire Station. This item will be paid for from FY 2022 Meadville CDBG to approve the. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice #621015 from MacDonald, Illig, Jones & Britton Attorneys for \$200.00 for contracted professional services for the county SALDO. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the check request for Active Aging for \$130.00 for room rental for the Peer-to-Peer stakeholder meeting. This item is to be paid for with match funds for the Peer-to-Peer Grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve an Intergovernmental Cooperation Agreement between Crawford County and Cambridge Springs Borough. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of payment of invoice from QRS Construction for \$23,972.93 for completed housing rehab work for homeowner #031. 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 and approve Erie Bank/CNB 2016 Judicial Center Loan Principal & Interest \$293,789.07. Mr. Seeley seconded and the motion carried

Mr. Seeley made a motion to ratify and approve Erie Bank/CNB 2015 Judicial Center Loan Principal & Interest \$414,837.71. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Maher Duessel Contract for Single Audits. Mr. Seeley seconded and the motion carried

Mr. Seeley made a motion to approve the appointments to the Public Safety Commission. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Shafer Law Firm invoice #89992 in the amount of \$2,622.00 for Litigation Services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the refund payment to Gary Hope for fairground storage due to decrease in fees. Storage area changed from enclosed @ \$15/ft to the covered area @ \$7/ft. Refund amount is \$168.00. 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 had voted to certify the election. Copies are available online and hard copies are available in the Commissioner's Office. Mr. Seeley also thanked Mr. Schell for stepping in and helping. He also would like to wish everyone a safe and Happy Thanksgiving. Mr. Schell expressed how proud he is of Voter's Services and the job they do. Elections ran smoothly. Mr. Schell also welcomed Mr. Henry back. Mr. Henry would like to thank Finance and the Chief Clerk for all the time they've put in due the state budget impasse. They will continue to work closely on everything until the money comes through.

Mr. Schell made a motion to adjourn the meeting at 9:42 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner