

Crawford County Commissioners
WORK SESSION

October 15, 2025~ 9:30 am

Please turn Cell Phone Ringers to Silent!

1. PUBLIC DEFENDER: Wesley Rowden

- A. **RATIFY** the purchase of 35 flat panel 2x2 LED lights installed by maintenance for \$1784.65. This is budgeted in the Indigent Defense Grant but not in the county budget.

2. TAX CLAIM: Christine Krzysiak

- A. **RATIFY** the payment to The Meadville Tribune for the advertising of the 2025 Tax Upset Sale on August 13, 2025 in the amount of \$7, 312.25. This is a budgeted item.
- B. Request to approve payment to Infocon Corporation for the printing and postage for the mailing of the Notice of Sale, as required by statute, for the 2025 Tax Upset Sale in the amount of \$44,868.74. This is a budgeted item and is charged back to the property owners that received these notices.

3. DOMESTIC RELATIONS: Chaney Hoyle

- A. **RATIFY** payment to Core Security for \$2400.00
- B. **RATIFY** payment to B&T Cleaning Services for \$1150.00
- C. **RATIFY** payment to North Star Rental for \$7,848.00

4. CCCF- Jack Greenfield

- A. Approve annual contract with Hagan Business Machines of Meadville for the Toshiba copier # 5742. This is a budgeted item.
- B. **RATIFY** the payment of \$900 to AXON Enterprises for the purchase of 20 Taser Cartridges. These cartridges are needed for recertification. This is a budgeted item.
- C. Approval to enter into a 3-year Extended Maintenance Agreement with Secure Technology Value Solutions. The cost of the EMA is \$33,800. To be paid with the commissary fund. This is not a budgeted item.

5. COURTS: Heidi Shiderly

- A. Approve purchase of 2026 filing system supplies (folders, labels etc.) from AVAIL Business Systems Inc. for \$2,078.82. This is a budgeted item

6. MAINTENANCE: Mark Phelan

- A. **RATIFY** Approval of invoices from Courthouse Remodeling Project – Courtroom #3 - \$3,665.51
 - Ace Contractor Center - \$151.10
 - Mark A. Johnson, Electrical Contracting- \$3,514.41
- B. Approval to pay CPS Construction Group for Pay Application #3 on the Parking Deck Rehab Project- \$18,136.40

- C. Approval to pay Stark Tech Operating Company LLC – service agreement for the Judicial Center - \$2,500.00

7. PUBLIC SAFETY: Greg Beveridge

- A. Approve the repair of the PSB Building generator exhaust at a cost of \$1,242.00 by Spaeder Company. This is not a budgeted expense.
- B. Approve the quote for the installation of the electric service to the Greiser Rd. tower shelter at a cost of \$9,150.00. Quoted by Mobilcom. This is a budgeted expense.
- C. Approve the costs associated with the loading/transportation/offloading of a tower shelter donated by the PA Game Commission at a cost of \$17,130.00. This shelter will be used at the Sugar Lake tower site. *** This shelter will be transported from Waterford, PA to the fairgrounds tower site for storage until the Sugar Lake site development is complete. Quoted by Mobilcom. This is a budgeted expense.

8. HUMAN SERVICES: Sue Watkins

A. Other:

- 1. DHS Annual Notification Form for 2026 Assisted Outpatient Treatment
- 2. MH/ID Compensation Plan for 2025
- 3. Purchase Requisition – Meadville-Western Crawford County Chamber of Commerce (Leadership Meadville for Alecia Palmer)

B. CYS/JP Contracts FY 25/26

- 1. Community Options, Inc.
- 2. Cornell Abraxas Group, LLC

9. FINANCE: Stephanie Franz

A. Approve the following:

- 1. Assured Partners 159517 Volunteer Insurance 10.2.2025 to 10.2.2026 \$1,079.85
- 2. Penn State Extension 4th Qtr Budgeted Appropriation \$72,500.00

10. PLANNING: Zach Norwood

- A. Request approval of payment to Ferguson Construction Company for reimbursement (#6 & #7), totaling \$1,400.00, for training wages associated with the Workforce and Retention Program (WARP). This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- B. Request approval of payment to Vogt Heating & Cooling for reimbursement (#9), totaling \$1,600.00, for training wages associated with the Workforce and Retention Program (WARP). This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- C. Request approval of payment to Ron Verka Home Inspection Services for \$800.00 for home inspections for Whole Home Repair Program (WHRP) project #037 and #039. This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).

- D. Request approval to pay invoice #4497 from the City of Meadville for \$18,040.63 for 2025 Q3 code enforcement wages. This is a non-budget item. This item is to be paid for out of the FY 2023 City of Meadville CDBG.
- E. Request approval to pay partial invoice #5809 from the Meadville Tribune for \$327.50 for the 2nd Public Hearing Notice for proposed 2025 CDBG projects. This is a non-budget item. This item is to be paid for out of the FY 2021 County CDBG.
- F. Approval of a resolution appointing Samantha Travis, Interim Planning Director, to the Northwest Regional Planning Organization's Transportation Advisory Committee (TAC) as a voting member to represent Crawford County.
- G. Approval of a resolution authorizing the submission of the FY 2025 Community Development Block Grant (CDBG) application to the Pennsylvania Department of Community and Economic Development (DCED).
- H. Approval of a resolution appointing Samantha Travis the Environmental Review Certifying Officer for the county's U.S. Department of Housing and Urban Development (HUD) funded projects.
- I. Approval of a resolution authorizing signatory power to the Deputy Chief Financial Officer, Denise Mason, for the Community Development Block Grant (CDBG) on behalf of the Crawford County Board of Commissioners.
- J. **RATIFY** approval of payment of invoice #270 from Ehgott Builders for \$24,241.56 for completed housing rehab work for Homeowner #012. This is a non-budgeted item. This item will be paid for out of the Whole Home Repair Program (WHRP).
- K. **RATIFY** approval of a Subrecipient Agreement between Crawford County and Allegheny College that establishes terms and conditions under which Crawford County will reimburse Allegheny College for eligible project expenses through the Appalachian Regional Commission (ARC) Grant.

11. HR: **Brittany Johnston**

- A. **RATIFY** the payment for the November Health Insurance Premium for \$357,885.56. There were adjustments for September in the amount of \$8.21

12. COMMISSIONERS: **Brittany Johnston**

A. **Notifications:**

1. Notification from Parker Lord Corporation regarding their intent to apply to PA DEP for Chapter 127 renewal permitting for their Saegertown facility. This facility manufactures several types of adhesives and coating products, including elastomer products (rubber-to-metal adhesives), industrial coatings, industrial and automotive adhesives, and laminating adhesives. These products are produced through batch reaction, blending, dispersion, and filtration operations. Activities take place in Saegertown Borough.
2. Notification from Pin Oak Midstream, LLC regarding their intent to apply to PA DEP for renewal of their Air Quality General Permit for a natural gas compression and/or processing facility. Activities take place in Randolph Township.

3. Notification from the Department of General Services regarding their intent to apply to PA DEP for Chapter 102 permitting. The proposed project is the construction of an approximately 9,000 sq. ft. Wildlife Learning Center located on Ford Island. Construction to include site, building, utilities, and stormwater management. The project and disturbance areas are 11.6 acres. Stormwater is expected to discharge into the Shenango River and Pymatuning Reservoir. Activities to take place in Pine Township.
4. Notification from Conneaut Lake Family Campground regarding their intent to apply to PA DEP for an NPDES renewal permit for a minor facility. The current permit is set to expire on January 1, 2026. Activities take place in Sadsbury Township.

2025 Upcoming Events:

October 22, 2025 Full Session

Thursday November 6, 2025 Work Session

November 12, 2025 Full Session

November 19, 2025 Work Session

PUBLIC COMMENT:

COMMISSIONER COMMENTS:

ADJOURN: