

The Crawford County Board of Commissioners met on Thursday, April 25, 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
Dave Powers	Sheriff
Matt Digiacomio	IT/Voter Services
Betty Waite	Courts
Greg Beveridge	Public Safety
Ann Knott	Planning
Mark Phelan	Maintenance Director
Sue Watkins	Human Services
Nicole Graham	HR
Ellie Donnell	HR
Trevor Oates	APO
Jack Greenfield	CCCF Warden
Darien Kean	Auditor
Kelsey Zimmerman	Auditor
Tim Geibel	CATA
Luke Geibel	Child of Tim Geibel
Ethan Geibel	Child of Tim Geibel
Adalynn Geibel	Child of Tim Geibel
Jacob Geibel	Child of Tim Geibel
Bruce Harlan	Women's Services
Keith Gushard	Tribune
Kevin Tommaney	Armstrong

The meeting was opened at 9:30AM with the Pledge of Allegiance.

Mr. Seeley made a motion to approve the minutes from the full session meeting held on April 10, 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the minutes from the work session on April 17, 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of bills in the amount of \$2,703,680.69 for the period ending April 24, 2024. Mr. Schell seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Seeley made a motion to approve the STOP grant application for \$375,000 for 3 years. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CATA local share for the 2024-2025 budget. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment to the overhead door company of Franklin for a no longer functioning spring on the Sally port south door, in the amount of \$9,384.75. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to Seven Mountain Media to attend the job fair and 30 recruitment commercials to assist us in finding suitable candidates to fill the several vacant positions at the facility, in the amount of \$525.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the modification of the current Drug and Alcohol RIP/Intermediate Punishment Grant – to reduce the grant by \$55,000. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Application for the 2024-2025 Drug and Alcohol RIP/Intermediate Punishment Grant, in the amount of \$270,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of Oracle Support from Concept Plus, LLC for a block of 25 hours, which is to be invoiced only when hours are used, for a period ending in 12/31/2027, in the amount of \$4,125.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the new 3-year contract with Nationwide Power for service of the UPS at the Judicial Center, in the amount of \$8,273.97. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of three Dell desktop computers as quoted by I.T. to replace the current Amateur Radio computers at the Public Safety Building, in the amount of \$3,257.34. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to MCM Consulting for continued work on the county Hazard mitigation plan, in the amount of \$16,400.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the FY 24/25 Haz-Mat Response Fund grant from PEMA, in the amount of \$13,673.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from Xybix, for two replacement resource tablets, in the amount of \$4,572.18. Mr. Seeley seconded and the motion carried.

***ITEM 13A WAS TABLED.**

Mr. Seeley made a motion to ratify the purchase of 2 Dell OptiPlex Micro computers for video conferencing system upgrade for MDJ Linesville Courtroom, in the amount of \$1,571.82. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase from Amazon for Logitech for Creators Blue Yeti Non-USB Microphone, 2 OBSBOT webcams, 2 HDMI cables and 2 USB 10 ft Extenders, for video conferencing system upgrade for MDJ Linesville, in the amount of \$422.43. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase from Walmart for 2 40-inch TVs and mounts for video conferencing system upgrade for MDJ Linesville, in the amount of \$335.96. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from Ace Contractor Center, for materials to install bullet panels at MDJ Vernon, in the amount of \$831.91. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from Sherwin Williams for materials to install bullet panels at MDJ Vernon office, in the amount of \$512.51. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the correction of total payment amount to Vogt Heating and Cooling for Training Wages through the Construction Workforce Industry Program for 2 students, in the amount of \$1,120.00. Mr. Seeley seconded and the motion carried.

- C. Kearns - \$600.00
- M. Rossey - \$520.00

Mr. Seeley made a motion to ratify the correction of total payment amount of RE Johnson for Training Wages through the Construction Workforce Industry Program for 4 students, in the amount of \$2,376.00. Mr. Schell seconded and the motion carried.

- D. Doubet - \$640.00
- M. Beck - \$520.00
- M. Rubaker - \$576.00
- R. Atkins - \$640.00

Mr. Schell made a motion for approval to pay the below invoices for reimbursement to Vogt Heating and Cooling for Training Wages through the Construction Workforce Industry Program for the following students, in the amount of \$1,216.00. Mr. Seeley seconded and the motion carried.

- Invoice# 51703 (#6): C. Kearns - \$576.00
- Invoice# 51709 (#6): M. Rossey - \$640.00

Mr. Seeley made a motion for approval to pay Invoice #3 for reimbursement to Ferguson Construction for I. McCawley Training Wages through the Construction Workforce Industry Program, in the amount of \$576.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice from Porter Consulting Engineers, P.C. for engineering work completed for the Huidekoper Park, in the amount of \$4,177.95. 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 \$9,243.38. Mr. Seeley seconded and the motion carried.

- Annie's Flooring & Commercial Services - \$9,198.40
- Home Depot - \$44.98

Mr. Schell made a motion to ratify the approval of invoices from Courthouse Brick Wall Project, in the amount of \$3,879.33. Mr. Seeley seconded and the motion carried.

- Hi-T Fence – temporary fencing- \$3,744.00
- Powell's Portable Toilets - \$135.33

Mr. Seeley made a motion for approval to pay Amark Environmental to remove asbestos pipe insulation in the Courthouse, in the amount of \$3,195.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The Meadville Tribune for advertisement of bids for the Courthouse Parking Deck Rehab Project, in the amount of \$941.50. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay invoice from Brian J. Noah, Project Manager for Professional Services from 3/1/24 – 3/31/24, in the amount of \$2,083.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to change the order for Ramp Construction to install a new vent curb on the Youth Show Arena Roof at the Fairgrounds, in the amount of \$1,200.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Sagan Tractor Sales to repair the Ford tractor at the Fairgrounds, in the amount of \$1,058.63. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the LINSTAR, Inc. Contract for 1/1/24 – 12/31/24, in the amount of \$2,626.00, with a total cost to the county of \$387.02. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition from Dell, Inc. for 22 laptops and 8 pens, in the amount of \$25,010.34, with a total cost to the county of \$4,481.91. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition from Meadville Community Soup Kitchen, with a total cost to the county of \$266.94. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition from Zook Motors for the purchase of a 2024 Ford Escape, in the amount of \$29,684.42, with no cost to the county. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the CYS/JP Contract FY 23/24 with Family Services of NW PA, F-2 Amendment. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 23/24 with Child to Family Connections, Inc., Amendment C-1. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 23/24 with Crawford County Mental Health Awareness Program, Inc. Amendment C-2 Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 23/24 with Hand In Hand Mental Health Services, LLC Amendment C-1 for the Prospect Street/Elm Street/Challenge Center locations.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 23/24 with Hand In Hand Mental Health Services, LLC for SEEDS, Amendment C-3. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 23/24 with Titusville Area Senior Citizens Corporation, Amendment C-1. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Professional Contract FY 23/24 with Meadville Family YMCA. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Professional Contract FY 23/24 with St. James Haven, Inc. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Professional Contract FY 23/24 with Women's Services, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Professional Contract FY 23/24 with YWCA Titusville. 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.

- Penn State Extension \$72,500.00
- Penn Soil Resource Conserv Council \$5,000.00
- City of Titusville \$13,000.00

Mr. Seeley made a motion to ratify the payment to Government Software Services for mailing 4,014 Notice of Claim mailers for the 2023 taxes, in the amount of \$29,703.60. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Government Software Services for printing 4,014 Notice of Claim mailers for the 2023 taxes, in the amount of \$3,058.23. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the contract with Echo Valley for a Fiddle Contest at the 2024 County Fair, in the amount of \$2,000 with the Fair board being responsible for the \$1,200 prize money. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion approve the payment of invoice to Leonard's Auto for repairs to the Chevy Suburban, in the amount of \$701.35. 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 stated that he wanted to recognize how smoothly the election went and how well the poll workers and everyone who helped with the election process did. He also stated that he learned a lot being on the other side of the election process. Mr. Schell echoed what Mr. Seeley said and stated that the credit starts with those out in the field and stated Gina Chatfield and Voter Services did a great job. Mr. Henry stated that it was nice to hear the compliments about his staff while he was visiting the polling precincts and that Gina has the training down and Jessalyn McFarland has the paperwork down. Mr. Henry asked if Ms. Chatfield would like to speak. Ms. Chatfield stated that she is proud and honored to be a part of the election team.

Mr. Schell made a motion to adjourn the meeting at 10:02 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Scott T. Schell, Commissioner

Christopher R. Seeley, Commissioner