

The Crawford County Board of Commissioners met on Thursday August 15, 2024 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Courtney Stirling	Secretary
Christine Krzysiak	Treasurer
Terri Chimiak	Finance
Jess Millan	Solicitor
Dave Powers	Sheriff
Matt Digiacommo	IT/Voter Services
Greg Beveridge	Public Safety
Zach Norwood	Planning
Jen McCarl	Maintenance
Sue Watkins	Human Services
Heidi Shiderly	Courts
Joe Galbo	Assessment
Tim Brown	ITS
Patti Wetherbee	Clerk of Courts
Jack Greenfield	CCCF
Ben Fair	CCCF
Brittany Johnston	HR
Ellie Donnell	HR/Payroll
Gary Allizeo	CCHA
Keith Gushard	Tribune
Kevin Tommaney	Armstrong

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

Mr. Schell made a motion to approve the minutes from the full session meeting held on July 24, 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on August 7, 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,144,595.31 for the period ending August 14, 2024. Mr. Seeley seconded and the motion carried.

Executive Sessions: Mr. Henry announced 2 for Personnel on 8/14/24, one for the Correctional Facility and one for the District Attorney.

Public Comments:

Official Business:

Mr. Seeley made a motion to approve the Meadville Medical Center CCHA 2024 Resolution and the Meadville Medical Center CCHA 2024 County TEFRA Approval Certificate. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase of an AR-E Rapid Print, in the amount of \$1,385.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from GoDaddy for a 5-year Standard Wildcard, in the amount of \$1,649.95. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion ratify the approval to advertise for fulltime and per-diem Correctional Officer positions with 7 Mountains Media radio stations, in the amount of \$400 per month. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of a Honeywell Digital Guest Tracking Platform, for assisting to maintain compliance with FBI and PSP CJIS requirements, in the amount of \$1,892.00. Mr. Schell seconded and the motion carried.

Mr. Greenfield tabled Item 10B.

Mr. Seeley made a motion for approval of an invoice to Riverside Brewing for consultation, preparation and testimony for the July 8, 2024 bench trial, in the amount of \$5,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the tax refund to Carolyn L. Rodgers due to clerical error on a parcel in Linesville, Pa, in the amount of \$789.48. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the vote to sign the retainer with the firm of Sammartino Stout & Lo Presti for appraisal consulting services for the period of September 1, 2024 to August 31, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the 1-year Copier Maintenance and Supply Agreement with Hagan Business Machines effective 8/8/24 for Judges Chambers. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the 1-year Copier Maintenance and Supply Agreement with Hagan Business Machines effective 7/12/24 for Law Library. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Tier 3 Support Plan with Mobilcom for MDJ Duress Alarm System. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Mobilcom maintenance agreement for MDJ Vernon office, in the amount \$605.58. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the intergovernmental agreement with the Commonwealth of Pennsylvania which will allow for interoperability between the PA State Police and the Department of Public Safety. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to MCM Consulting for continued work on the Hazard Mitigation Plan, in the amount of \$5,450.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from Frontline Public Safety Solutions for Training and Quality Assurance software, in the amount of \$3,690.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to MCM Consulting for development and oversight of a Request For Proposal for the countywide digital emergency radio system, in the amount of \$54,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Scobell Company, Inc. to repair the A/C unit in the IT server room, in the amount of \$1,129.15. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval to pay Jon Mowis Tree Care LLC to remove 3 trees at the Fairgrounds, in the amount of \$1,700.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay A.W. Farrell Roofing to make repairs to gutters on the Dairy Complex at the Fairgrounds, in the amount of \$6,332.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to award a contract to Mekis Construction Corporation to rehab the concrete deck on Mercer Street Bridge #16, in the amount of \$724,510.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the approval to pay Brian Noah, Project Manager for Professional Services for the following months. Mr. Seeley seconded and the motion carried.

- Invoice #31 – 6/1/24 to 6/30/24 - \$450.00
- Invoice #32 – 7/1/24 to 7/31/24 - \$621.00

Mr. Seeley made a motion to ratify the approval to pay Application #3 to Strongland Roofing Systems for work done on the Correctional Center Facility Roof, in the amount of \$601,015.73. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Application #4 to Strongland Roofing Systems for work done on the Correctional Center Facility Roof, in the amount of \$121,412.34. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay reimbursement #3 to Ferguson Construction Company for training wages associated with the Workforce and Retention Program, in the amount of \$648.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay reimbursement #1, #2 & #8 to Ferguson Construction Company for training wages associated with the Construction Workforce Industry Program, in the amount of \$1,400.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay reimbursement #1 & #2 to RE Johnson Electric for training wages associated with the Workforce and Retention Program, in the amount of \$3,919.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay final invoice from HRG, Inc. for engineering services on the East Branch and Knox & Kane Trails, in the amount of \$65,047.50. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Application for Payment #6 to XL Excavating for construction services at Huidekoper Park, in the amount of \$395,146.35. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay the June invoice from Deiss & Halmi Engineering, Inc. for engineering services for Venango Borough Karl Gerdon Park, in the amount of \$4,501.57. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a Grant Contract Agreement between Crawford County and East Mead Township for an Act 13 At-Risk Bridge Grant for the Hatch Hill Road Culvert Project, in the amount of \$9,749.23. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a resolution authorizing a grant application to the Pennsylvania Department of Conservation and Natural Resources Peer Program to see an award to conduct a Countywide Parks and Recreation Authority Study, in the amount of \$18,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a resolution authorizing a grant application to the Pennsylvania Department of Community and Economic Development Municipal Assistance Program to seek an award to advisory guidelines for Crawford Inspired as required by the Pennsylvania Municipalities Planning Code, in the amount of \$34,796.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a resolution authorizing a grant application to the Pennsylvania Department of Community and Economic Development Municipal Assistance Program to seek an award to initiate a Crawford County Blight Inventory Study, in the amount of \$48,910.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the Human Services Block Grant Plan for FY 24/25. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MATP Assurance of Compliance for FY 24/25. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition to Leonard's Auto for repairs to vehicle #38, with a total cost to the county of \$556.22. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the travel request for R Buhler & J. Hershey to travel to Dayton, OH and Philadelphia, PA on 7/23/24 – 7/25/24 to transport a child, with a total cost to the county of \$96.65 for R. Buhler and \$84.97 for J. Hershey. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the travel request for S. Thorton to Syracuse, NY on 8/5/24 – 8/7/24 for MDT Academy Training, with a total cost to the county of \$45.67. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify Amendment F-1 for the CYS/JP Contract FY 23/24 with George Junior Republic in Pennsylvania CYS. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CYS/JP Contract FY 23/24 with Hope's Haven Residential Services, LLC. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Amendment F-2 for the CYS/JP Contract FY 23/24 with JusticeWorks YouthCare, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Amendment F-1 for the CYS/JP Contract FY 23/24 with Summit School, Inc. DBA Summit Academy. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Amendment C-1 for the MH/ID/EI Contract FY 23/24 with Family Services of NW PA. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Amendment C-2 for the MH/ID/EI Contract FY 23/24 with Hand In Hand Mental Health Services, LLC for Prospect St./Elm St. and Challenge Ctr. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Amendment C-4 for the MH/ID/EI Contract FY 23/24 with Hand In Hand Mental Health Services, LLC for the SEEDS program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 23/24 with Woods Services, Inc. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with Center for Family Services, Inc. for Case Management services, with a maximum cost to the county of \$800.83. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with Center for Family Services, Inc. for Rental Assistance services, with a maximum cost to the county of \$3,977.47. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with Center for Family Services, Inc. for Food Pantry services, with a maximum cost to the county of \$320.33. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with Crawford County CASA, Inc. for Court Appointed services, with a maximum cost to the county of \$587.28. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with Crawford County Drug & Alcohol Executive Commission, Inc., with a maximum cost to the county of \$827.53. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with Crawford County Mental Health Awareness Program for Emergency Shelter services, with a maximum cost to the county of \$1,468.19. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with Crawford County Mental Health Awareness Program for Housing Case Management services, with a maximum cost to the county of \$1,067.78. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with Crawford County School of Adult Education for Academic Tutoring towards GED/Diploma services, with a maximum cost to the county of \$533.89. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with Meadville Martin Luther King Jr. Scholarship Fund, Inc. for their Mentoring Program, with a maximum cost to the county of \$667.36. Mr. Seeley seconded and the motion passed with Mr. Seeley abstaining.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with Titusville YMCA for their Tiny Footsteps Program, with a maximum cost to the county of \$854.22. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with United Way of the Titusville Region for their Center for Financial Independence Program, with a maximum cost to the county of \$347.03. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with Women's Services, Inc for the The Greenhouse, with a maximum cost to the county of \$854.22. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with Women's Services, Inc. for their Child Abuse Awareness Program, with a maximum cost to the county of \$533.89. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with YWCA Titusville for Case Management services, with a maximum cost to the county of \$667.36. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 24/25 with YWCA Titusville for Rental Assistance services, with a maximum cost to the county of \$1,494.89. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Grant Contract FY 24/25 with YWCA Titusville for the Saint James House Shelter, with a maximum cost to the county of \$1,494.89. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion approve the CYS/JP Contract FY 24/25 with Bethesda Lutheran Services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CYS/JP Contract FY 24/25 with Child to Family Connections, Inc. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the CYS/JP Contract FY 24/25 with Families United Network, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CYS/JP Contract FY 24/25 with Pathways Adolescent Center, Inc. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve Amendment C-1 for the MH/ID/EI Contract FY 24/25 with Grapevine Center. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 24/25 with Woods Services, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Professional Contract FY 24/25 with Common Roots. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the following. Mr. Seeley seconded and the motion carried.

- Maximus US Services Contract
- Titusville Airport Authority \$ 3,000.00
- Community Health Services \$73,248.00
- CC Drug & Alcohol \$14,336.76

Mr. Seeley made a motion to ratify the following invoice/purchase requisition. Mr. Schell seconded and the motion carried.

- PCHIPC- \$632,203.38

Mr. Schell made a motion to ratify the agreement between Crawford County and AFSCME Local Union 2643 for the period of January 1, 2023 – December 31, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment of bulk postage to Government Software Services for the mailing of 2024 per capita bills for Titusville Wards 1,2,3,4 & 5 and East Fairfield and Union Townships, in the amount of \$2,266.12 for 3752 bills. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay the City of Meadville for the ½ share of postage/ mailing of 2024 Real Estate Tax Bills, in the amount of \$2,100.37. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay the City of Meadville for the 1/3 share of City Treasurer's Office wages for collection of County Taxes from 1/1/2024 – 6/30/24, in the amount of \$21,245.33. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the policy for anonymous requesters in regards to Open Record Requests. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the 1-year copier maintenance agreement with Hagan Business Machines for Toshiba copier. 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 wished everyone a safe and happy week at the County Fair and to consider visiting the volunteers, non-profits and first responders. Mr. Schell stated for everyone to have a good time at the Fair. Mr. Henry stated that we have a great Fair board and acknowledged the volunteer hours they put in to get ready for the Fair.

Mr. Schell made a motion to adjourn the meeting at 10:04 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner