

The Crawford County Board of Commissioners met on Wednesday December 11, 2024 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Courtney Stirling	Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Dave Powers	Sheriff
Matt Digiacomio	IT/Voter Services
Greg Beveridge	Public Safety
Zach Norwood	Planning
Jen McCarl	Maintenance
Krysta Simons	Human Services
Beth Forbes	Register & Recorder
Heidi Shiderly	Courts
Brittany Johnston	HR
Ellie Donnell	HR/Payroll
Tim Brown	ITS
Renee Kiser	Auditor
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 November 27, 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on December 4, 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$1,167,234.60 for the period ending December 10, 2024. Mr. Seeley seconded and the motion carried.

#### Executive Sessions:

#### Public Comments:

#### Official Business:

Mr. Seeley made a motion for approval for the following appointments for the CCFLS Board with terms from 1/1/25 – 12/31/27. Mr. Schell seconded and the motion carried.

1. Linda Roche – Cochran Area Public Library  
– Alternate: Susan Armbrurger
2. Bill Gregg – Shontz Memorial Library (Conneaut Lake)  
– Alternate: Deb Martin
3. Dot Luckock – Stone Memorial Library (Conneautville)  
– Alternate: Linda Braden

Mr. Schell made a motion to approve the purchase from Park Place Technologies for annual support of IT Hardware, in the amount of \$8,874.12. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of a SentrySafe Fireproof Floor safe to replace the existing one in the Register & Records office, in the amount of \$653.90. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Pennsylvania Court Reporters Association for 2025 dues for three court reporters, in the amount of \$600.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the Copier Maintenance and Supply Agreement from Hagan Business Machines for the Meadville MDJ office. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to MCM for continued work on the Hazard Mitigation Plan, in the amount of \$7,988.42. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the proposal from Mark Johnson Electric Contracting for installation of an emergency generator at the 911 back up site, in the amount of \$11,877.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the proposal by All-Pro Exterior Services, LLC for snow plowing/salting at the PSB, in the amount of \$90.00 per visit for plowing and \$75.00 per visit for salting. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the proposal from Johnston Lawn Care for lawn/landscape care, in the amount of \$125.00 per cut, \$450.00 for Springtime cleanup and \$350.00 for Fall cleanup. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay CPS Construction Group for pay Application #2 for the Parking Deck Rehab Project, in the amount of \$187,746.34. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Mekis Construction Corporation for Estimate #3 for final payment on the deck rehab for Bridge #16, Mercer St., in the amount of \$153,406.46. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay Starlink Invoice for 20 Starlink consumer kits, shipping & handling for kits, and 6 months service fee per kit, in the amount of \$17,180.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Ferguson Construction Company for reimbursement for training wages associated with the Workforce and Retention Program, in the amount of \$720.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay a Reimbursement Request from Wayne Township for Frenchtown Road Culvert Replacement Project, in the amount of \$13,361.11. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of contract between Crawford County, QRS Construction, LLC, and Homeowner #006 for home repairs through the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a Parcel Redevelopment Agreement between Crawford County, Active Aging, Inc. and the Borough of Cambridge Springs to demolish the existing blighted structure and redevelop the site located at 110 Canfield Street in Cambridge Springs. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the amendment to the Northwest Behavioral Health Partnership, Inc. Administrative Services Agreement for 1/1/21 – 12/31/24. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Northwest Behavioral Health Partnership Administrative Services Agreement for 1/1/25 to 12/31/27. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion approve the appointment of Debra Johnson to CCHS Advisory Board. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion ratify the purchase requisition from Creative Imprint Systems, Inc. for 911 Special Needs Registry of Static Clings, Vinyl Decals and Trifold Papers. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition from National Children's Alliance for the NCATrak Annual Subscription. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Grant Contract FY 23/24 with Meadville Medical Center for MATP Driver Retention and Hiring Bonus. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion approve the invoice from Community Health Services, in the amount of \$58,417.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the invoice from PCHIPC for December 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of 4 Goodyear Eagle Enforcer tires for the new cruiser, in the amount of \$1,071.96. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify he purchase of oil change in for the new cruiser, in the amount of \$38.99. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve signing the Maintenance Contract with Hagan Business Machines for the Copier Machine. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Graphics for the new cruiser with signs by Renee, in the amount of \$1,200.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from Mobilcom for a cage and console, in the amount of \$2,193.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the new Whelen Bar Light for the new cruiser, in the amount of \$1,500.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to the Retirement Account for the 2024 Actuarially Determined Contribution, in the amount of \$2,191,942.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the invoice from Civic Vanguard for October services, in the amount of \$1,786.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve having a ½ day for the on December 24, 2024 for Christmas Eve. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the invoice for the annual membership to NaCo, in the amount of \$1,679.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the Active Aging LSA Resolution. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the ordinance of the County of Crawford amending the affordable housing fund program and affordable housing fund fees charged by the Recorder of Deeds for the recordation of deeds and mortgages. 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, the Commissioners had no comments.

Mr. Seeley made a motion to adjourn the meeting at 9:48 AM. Mr. Henry 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