

The Crawford County Board of Commissioners met on Wednesday July 10, 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
Brenden Peters	Sheriff
Matt Digiacomio	IT/Voter Services
Heidi Shiderly	Courts
Allen Clark	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human 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 June 26, 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the minutes from the work session on July 3, 2024. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of bills in the amount of \$2,669,962.29 for the period ending July 9, 2024. Mr. Schell seconded and the motion carried.

Executive Sessions: 7/8/24 – Jail Position

Public Comments:

Official Business:

Mr. Schell made a motion to ratify the payment for the purchase of 22 new holsters for the Adult Probation/Parole Office, in the amount of \$2,057.80. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify to pay invoice to Global HR Research for drug patches, in the amount of \$7,505.47. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the renewal of the GOTO Assist Remote license, in the amount of \$480.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of a replacement Adder for dispatch computers from CDW, in the amount of \$716.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for to approve they payment to PENN POWER for initial work at the Greiser Rd. Tower project, in the amount of \$17,306.09. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the registration and associated costs for two Public Safety employees to attend the PA NENA conference in State College, PA from September 18-20, in the approximate amount of \$900.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Vogt Heating and Cooling for reimbursement #10 for training wages associated with the Construction Workforce Industry Program, in the amount of \$1,040.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Vogt Heating and Cooling for reimbursement #11 for training wages associated with the Construction Workforce Industry Program, in the amount of \$1,280.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Vogt Heating and Cooling for reimbursement #12 for training wages associated with the Construction Workforce Industry Program, in the amount of \$1,280.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to R.E. Johnson Electric for reimbursement for training wages associated with the Construction Workforce Industry Program, in the amount of \$4,576.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice from Porter Consulting Engineers for engineering services for Huidekoper Park, in the amount of \$2,454.97. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay invoice #8 (Revised) & #9 from Michael Baker International for contracted services for the 2024 Crawford County Comprehensive Plan, in the amount of \$7,361.70. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice from LSSE Civil Engineers and Surveyors for engineering services for the Conneautville Washington Street Stormwater Management project, in the amount of \$6,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay the May invoice from Deiss & Halmi Engineering, Inc. for engineering services for Venango Borough Karl Gerdon Park, in the amount of \$5,146.63. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a Crawford County Blight Revitalization Program Grant Contract between Crawford County and the City of Titusville for demolition of a single-family structure at 216 North Drake Street, Titusville, in the amount of \$7,556.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a Resolution removing Rebecca Dawson as a member of the Crawford County Planning Commission. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a Resolution endorsing an application for Highway Safety Improvement Program funding for vulnerable road users to address safety along Route 86 in Meadville, Crawford County. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a Resolution designation authority to execute Inspection Agreements for the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion for approval of the following plans, policies, and resolutions for Crawford County's 2024 CDBG program Mr. Schell seconded and the motion carried.

- 2024 Section 3 Compliance Officer Resolution
- 2024 Section 3 Plan
- 2024 Language Access Plan
- 2024 CDBG Citizen Participation Plan
- 2024 Residential Anti-Displacement and Relocation Assistance Plan
- 2024 Section 504 Plan
- 2024 Section 504 Grievance Procedure
- 2024 Minority and Women's Business Enterprise Plan
- 2024 CDBG Real Property Disposition Policy (OBO Entitlements)

Mr. Schell made a motion for approval to pay Guzik Concrete and Masonry for work done on the brick wall project at the Courthouse, in the amount of \$63,617.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Guzik Concrete and Masonry to excavate and remove stone foundation wall as part of the brick wall project at the Courthouse, in the amount of \$2,696.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The EADS Group for Professional Services on the parking deck rehab project, in the amount of \$13,500.04. Mr. Seeley seconded and the motion carried.

- 4/17/24 - \$11,140.04
- 5/17/24 - \$1,603.24
- 6/12/24 - \$756.76

Mr. Seeley made a motion for approval to pay Rabe Environmental Systems, Inc. to re-install the condensing unit for the Assembly Room as part of the brick wall project at the Courthouse, in the amount of \$1,661.40. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to buy a new pressure washer from Home Depot, in the amount of \$699.99. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of proposal from The EADS Group to prepare budgetary engineering and construction estimates to pave John Holt Way to replace curb and repave parking lot at JPO, in the amount of \$1,520.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Stantec Architecture, Inc. for Professional Services that close out the Youth Show Arena roof project, as well as the Courthouse brick wall project, in the amount of \$1,851.10. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Horizon Information Systems, Inc.'s Maintenance, End User License and Backup Agreements for FY 24/25. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MOU with Dennis L. Marsili. Mr. Seeley seconded and the motion carried.

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

Mr. Schell made a motion to approve the purchase requisition to Dell, Inc. for 3 laptops and pens for 3 employees. Mr. Seeley seconded and the motion carried.

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

Mr. Schell made a motion to approve Amendment C-1 for the Professional Contract FY 23/24 with Common Roots. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CYS/JP Contract FY 24/25 with Crawford County Drug & Alcohol Executive Commission, Inc. Mr. Schell seconded and the motion carried.

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

Mr. Schell made a motion to approve the CYS/JP Contract FY 24/25 with Family Service and Children's Aid Society of Venango County, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CYS/JP Contract FY 24/25 with Outside In School of Experiential Education, Inc. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the CYS/JP Contract FY 24/25 with White Deer Run, LLC. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 24/25 with Achievement Center of LECOM Health. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 24/25 with Crawford County Mental Health Awareness Program, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 24/25 with Family Service and Children's Aid Society of Venango County, Inc. Mr. Schell seconded and the motion carried.

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

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 24/25 with Mercer County Behavioral Health Commission, Inc. Mr. Schell seconded and the motion carried.

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

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

Mr. Schell made a motion to approve the DEP Registration Fee for the Judicial Center, in the amount of \$585.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to table Item 12B. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the invoice/purchase requisition to Illinois Supply Company for Dispensers for Libraries, in the amount of \$3,598.65. Mr. Seeley seconded and the motion carried.

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

- PCHIPC – July 2024 Health Insurance - \$627,954.50
- Northwest Commission – 2024 Per Capita Dues - \$5,213.00

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 announced that the Erie Philharmonic will be having a free concert Friday at 7:00pm on the Diamond and Linesville Onion Fest is this weekend at Linesville Beach. Mr. Schell stated that Wings and Wheels and the Fair board's fundraiser was last weekend and he thanked all who supported those events. Mr. Henry announced that Townville's Home Days were this weekend Friday and Saturday. He also stated that him and Mr. Schell visited the Drug and Alcohol Secretary for the State. He also stated that the Commissioners have agreed to have a Public Service and Jail program from the opioid problem.

Mr. Schell made a motion to adjourn the meeting at 9:53 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner