

The Crawford County Board of Commissioners met on Wednesday November 13, 2024 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Gina Chatfield	Chief Clerk
Christine Krzysiak	Treasurer
Courtney Stirling	Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Dave Powers	Sheriff
Matt Digiacomo	IT/Voter Services
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Heidi Shiderly	Courts
Brittany Johnston	HR
Ellie Donnell	HR
Jack Greenfield	CCCF Warden
Beth Forbes	Register & Recorder
Marlo Urey	Register & Recorder
Tracey Crawford	CCCD
Paula DiGiacomo	District Attorney
Tim Brown	ITS
Jim Glatch	CCAEDC
John Swick	CCHA
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 October 23, 2024. Mr. Seeley seconded and the motion carried.

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

Mr. Schell made a motion to approve the payment of bills in the amount of \$4,238,521.05 for the period ending November 12, 2024. Mr. Seeley seconded and the motion carried.

#### Executive Sessions:

#### Public Comments:

#### Official Business:

Mr. Seeley made a motion to approve the resolution of the County of Crawford, Pennsylvania reappointment of Steven B. Carr to the Crawford County Hospital Authority. Mr. Schell seconded and the motion carried.

Mr. Henry made a motion to approve the Narcan leave behind program. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve the additional funding of hours of the NP at their office to increase access to the outpatient MAT program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the additional funding for a caseworker position to assigned to CCJ. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the pay for one year of costs at the living room space. Mr. Schell seconded and the motion carried.

Mr. Henry made a motion to approve the purchase of 5,000 deterra packages, in the amount of \$29,165.00 and 25 display packs, in the amount of \$1,225.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the re-appointment of Richard Deiss as the Municipal Board Member to the Crawford County Agricultural Land Preservation Board for a 3-year term from January 1, 2025 to December 31, 2027. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the re-appointment of Scott Preston and Richard Muir as Farm Directors on the Crawford County Conservation District Board for a 4-year term from January 1, 2025 to December 31, 2028. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Craig Howe and Paula DiGiacomo to attend the Midwinter Conference, in the amount of \$3,026.88. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Corrections Development Inc. for the DA Prosecutor's Management Program and updates for 2025, in the amount of \$6,210.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from Canadohta Security for an outdoor/indoor dual-lens PTZ camera, in the amount of \$2,420.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from Global Correctional Systems for an Amplifier Intercom replacement for the Female Housing Unit, in the amount of \$882.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from DSSC Solutions services for upgrading the Dictation Server to Windows 11, in the amount of \$4,585.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase from AristoCAT Development Corporation of one-year AristoCAT stenographic software and support, in the amount of \$600.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the renewal of the annual Public Safety PACE subscription for digital scheduling, in the amount of \$2,240.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to MCM for continued work on the Hazard Mitigation plan, in the amount of \$1,500.00. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Tape-Tel Electronics for a replacement wireless headset adapter for the 911 center, in the amount of \$527.92. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the proposal from Vogt Heating/Cooling for the installation of a ductless air conditioning unit at the backup site for a cost of \$9,915.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the Burn Ban Resolution effective November 5, 2024. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval to pay The EADS Group for engineering services on the parking deck rehab, in the amount of \$9,665.60. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The EADS Group for engineering services on the rehab of Mercer St. Bridge, in the amount of \$17,213.21. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Mekis Construction Corporation for work done on the rehab of Bridge #16, Mercer Street, in the amount of \$359,399.54. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Brian J. Noah, Project Manager for Professional Services from 10/1/24 to 10/31/24, in the amount of \$790.20. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Strongland Roofing Systems for pay Application #6 of the Jail roof project, in the amount of \$46,310.49. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Strongland Roofing Systems for roofing repairs above the kitchen wall at the Jail, in the amount of \$6,082.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to R.E. Johnson for reimbursement #6-9 for training wages associated with the Workforce and Retention Program, in the amount of \$7,681.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Vogt Heating & Cooling for reimbursement #20 for training wages associated with the Construction Industry Workforce Program, in the amount of \$1,272.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Ferguson Construction Company for reimbursemet #1 for training wages associated with the Construction Industry Workforce Program, in the amount of \$640.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion approval to pay October Invoice from the LSSE for engineering services for the Conneautville Stormwater Management Project, in the amount of \$3,300.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Pay Application #1 from the Ken Leach Construction for construction work done for the North Brown, North Kerr, and North Martin Street Sidewalk Projects, in the amount of \$39,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay 2 invoices from the City of Titusville for reimbursement for 2024 Code Enforcement Wages, in the amount of \$9,842.29. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay reimbursement request from French Creek Recreational Trails, Inc. for trail paving in Kerrtown, in the amount \$73,400.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Fine Print Commercial Printers, Inc. for the printing of the final Comprehensive Plan: Crawford Inspired, in the amount of \$2,925.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to Reimburse Deb Frawley for mileage for travel to the PA APA Conference, in the amount of \$112.02. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion for approval to pay invoice #12 to Michael Baker, International for contracted services for the 2024 Crawford County Comprehensive Plan, in the amount of \$10,591.04. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval through resolution, the appointment of Sally J. Guzik-Jones of the City of Meadville to fill the current Crawford County Planning Commission Vacancy to expire December 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval through resolutions, the appointment of Jayne Martin of the City of Meadville and Michael Klink of North Shenango Township to four-year terms of the Crawford County Planning Commission starting January 2025 to expire December 2028. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a resolution authorizing the award of Crawford Inspired Mini Grants. Mr. Seeley seconded and the motion carried.

1. West Mead 2 Volunteer Fire Department: County-Wide Rope Rescue Response Equipment Initiative: \$11,438.16
2. Saegertown Heritage Society: New Historical Museum Electrical Upgrade: \$4,950.00
3. Cochranon Borough: Cochranon Lions Community Park Children's ADA Picnic Tables Initiative: \$2,960.00

4. Crawford County Fairground Building Association: Upgrade Rabbit Cages Initiative: \$11,890.54
5. Titusville Area School District: Cultivating Future CNC Operators Initiative: \$8,274.00
6. Conneaut Lake Volunteer Fire Department: Outfit Engine 701 with Hose Initiative: \$5,487.30
7. CATA: Cambridge Springs Microtransit Service Initiative: \$15,000.00

Mr. Seeley made a motion for approval of a resolution authorizing the Recorder of Deeds to collect additional recording fees of \$10.00 for the express purpose of demolition of blighted property within the county. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a contract between Crawford County, QRS Construction, and Homeowner #010 for home repairs through the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Allegheny College's Facilities Agreement for January 6<sup>th</sup> – 10<sup>th</sup> of 2025 for training. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the EI&E Report for FY 22/23. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MOU and Transportation Plan between Hermitage School District and CYS for Transportation Procedures. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the re-appointments of the following people to the CCHS Advisory Board. Mr. Seeley seconded and the motion carried.

- Dr. Humberto Dorta
- Gary DeSantis
- Julie Willey
- Kim Schell
- Steve Bridger

Mr. Seeley made a motion to approve the PCCD Grant Modification for CAC/CIC 2024. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the CYS/JP Contract FY 24/25 with Family Services of NW PA. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the C-1 Amendment for MH/ID/EI Contract FY 24/25 with Crawford County Mental Health Awareness Program, Inc. Mr. Schell seconded and the motion carried.

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

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

Mr. Seeley made a motion to approve the invoice with Northwest Commission for Broadband study work, in the amount of \$1,565.16. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the invoice with Crawford County CYS for Q3 FY 2023-2024 Match, in the amount of \$537,818.19. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the invoice with Crawford County CYS for Q4 FY 2023-2024 Match, in the amount of \$465,001.91. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the invoice with Crawford County Visitor's Bureau for the 2024 Budgeted Allocation, in the amount of \$2,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the Farley Solutions final contract for the Care center Cost Report Completion. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the invoice from PCHIPC for 11/2024 Health Insurance, in the amount of \$630,262.76. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the invoice from Carface Auto Sales for the purchase of a 2020 Ford Explorer for the Sheriff's Department, in the amount of \$22,655.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the invoice from Carface Auto Sales for the Delivery Fee of the 2020 Ford Explorer, in the amount of \$499.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Telesoft Maintenance agreement, in the maximum amount of \$7,576.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2025 Solvency Fee for PA Unemployment, in the amount of \$41,354.42. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the invoice from Civic Vanguard for September services, in the amount of \$987.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to William Penn Printing for Election Supply Boxes, in the amount of \$4,029.72. 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 thanked the County Employees and the HR department for taking the time and making the transition of a new insurance and easy process. Mr. Schell reminded everyone that the Burn Ban is still in effect for Crawford County. Mr. Henry thanked everyone for working diligently to complete the budget for 2025.

Mr. Schell made a motion to adjourn the meeting at 9:52AM. Mr. Seeley 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