

The Crawford County Board of Commissioners met on Wednesday October 9, 2024 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Gina Chatfield	Chief Clerk
Courtney Stirling	Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Dave Powers	Sheriff
Matt Digiacomio	IT/Voter Services
Greg Beveridge	Public Safety
Zach Norwood	Planning
Mark Phelan	Maintenance
Sue Watkins	Human Services
Heidi Shiderly	Courts
Brittany Johnston	HR
Luke Clark	HR
Jack Greenfield	CCCF Warden
Joe Galbo	Assessment
Holly Hildebran (Varndell)	JPO
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 September 25, 2024. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the minutes from the work session on October 2, 2024. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,464,518.06 for the period ending October 8, 2024. Mr. Seeley seconded and the motion carried.

#### Executive Sessions:

#### Public Comments:

#### Official Business:

Mr. Schell made a motion to approve the purchase of two Point Blank BII-1 Concealable bullet proof vests for 2 JPO employees, in the total amount of \$1,343.00. Mr. Henry seconded and the motion carried.

Comment: Ms. Hildebran stated that she is proud of the staff and their commitment to the agency.

Mr. Henry read the Proclamation from the Governor for the Juvenile Justice System.

Mr. Schell made a motion to ratify an invoice from McCandless Ford for repairs to the 2020 Ford Explorer Hybrid, in the amount of \$739.71. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the payment for the initial deposit to cut and construct a door opening to expand the medical department, in the amount \$2,475.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve tax refund due to Court Order on Northwest Savings Bank located in Meadville, PA, in the amount of \$5,332.54. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the 5-year agreement with Pitney Bowes for postage machine at MDJ Titusville office, in the amount of \$58.95/month. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the Inter-governmental long-term lease agreement with West Mead Township for space on the County owned communications tower located at the Crawford County Fairgrounds. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to promulgate the updated Crawford County Emergency Operations Plan. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the work agreement with Mobilcom for final clearing and preparation of the Greiser Rd tower project, in the amount of \$7,592.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the work agreement with Mobilcom for site grading at the Greiser Rd tower project, in the amount of 20,640.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the work agreement with Mobilcom for trenching and installation of 4" conduit for electrical service at the Greiser Rd. tower project, in the amount of \$20,800.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of three CAD computer docks for the backup site, in the amount of \$599.43. Mr. Henry seconded and the motion carried.

Comment: Mr. Schell thanked Greg Beveridge for deploying Mobilcom to help with the hurricane in the south and storms.

Mr. Schell made a motion for approval to pay Brian J. Noah for professional services from 9/1/24 – 9/30/24, in the amount of \$850.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion for approval to pay Tobey Karg Service Agency, Inc. to repair an outdoor air/humidity sensor at the Judicial Center, in the amount of \$997.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Vogt Heating & Cooling, Inc. reimbursement #17 for training wages associated with the Construction Industry Workforce Program, in the amount of \$1,216.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion for approval to pay partial invoice from Porter Consulting Engineers for engineering services at Huidekoper Park, in the amount of \$1,291.86. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion for approval to pay the September invoice from LSSE for engineering services for the Conneautville Stormwater project, in the amount of \$1,850.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion for approval to pay Strongland Roofing Systems for pay application #5 of the Correctional Facility roof project, in the amount of \$44,560.08. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the MOU and Transportation Plan between Corry Area School District and CYS for Transportation procedures. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Crawford County Human Services for the purchase by JPO of a 2017 Ford Escape, in the amount of \$10,128.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve purchase requisition to Keymark for the support and maintenance agreement for the Onbase Digital Filing System, with a total cost to the County of \$2,399.00. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to Linstar Inc. for a repair to the crashbar on the back door from the pod area to the loading dock, with a total cost to the County of \$697.42. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to McCandless Ford for repairs to the power steering for car #33, with a total cost to the County of \$360.15. Mr. Henry seconded and the motion carried.

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

Mr. Schell made a motion to approve Amendment C-1 for the MH/ID/EI Contract FY 24/25 with Family Service and Children's Aid Society of Venango County, Inc. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the Professional Contract FY 24/25 with Sugar Valley Lodge, Inc. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the following CYS/JP Contracts FY 24/25 with the Same Rates as Prior year. Mr. Henry seconded and the motion carried.

- Blended Spirits Ranch Equine-Assisted Therapy Center
- Child First Family Services

Mr. Schell made a motion to approve the following MH/ID/EI Contracts FY 24/25 with the Same Rates as Prior year. Mr. Henry seconded and the motion carried.

- Community Rising Therapy, LLC
- Next Step Therapy, Inc.
- Northwest Tri-County Intermediate Unit 5
- United Community Independence Programs, Inc.

Mr. Schell made a motion to approve the following Professional Contracts FY 24/25 with the Same Rates as Prior year. Mr. Henry seconded and the motion carried.

- Alfery Pediatric Physical Therapy
- Ashley Mahrs
- Maria Ivonne M. Norman
- Sands Speech Therapy
- Sonja Eckstrom
- Therapy House, LLC

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

1. Svetz Energy Services #096824 4th Qtr 2024 Energy Procurement \$ 1,714.00
2. Women's Services 2024 Budgeted Allocation \$10,000.00

Mr. Schell made a motion to ratify the invoice/purchase requisitions from PCHIPC for October 2024 Health Insurance, in the amount of \$651,067.96. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve a Quit-Claim Deed for two Spring Township lots to Monastery of the Most Holy Mother of God of the Diocese of Eastern America of the S.O.C. Mr. Henry seconded and the motion carried.

Mr. Schell made a motion to approve the new hires/transfers. Mr. Henry seconded and the motion carried.

After all requests were made, Mr. Henry stated that mail-in ballots were coming in and reminded the public to be patient as the Voter Services office is very busy. Mr. Schell stated that Gina Chatfield and Voter Services were doing a great job keeping up with everything.

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