

The Crawford County Board of Commissioners met on January 28, 2026, for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Brittany Johnston	Chief Clerk/HR
Monica Confer	Secretary
Stephanie Franz	CFO
Renee Kiser	Treasurer
Keith Button	Solicitor
Jessalyn McFarland	Voter Services
Trevor Oates	APO
Janet Courson	Assessment
Patti Wetherbee	Clerk of Courts
Marlo Urey	Register and Recorder
Wes Rowden	Public Defender
Dave Powers	Sheriff
Sue Watkins	Human Services
Mark Phelan	Maintenance
Greg Beveridge	Public Safety
Samantha Travis	Planning
Heidi Shiderly	Courts
Tim Brown	IT
Matt Digiacomio	IT
Chloe Forbes	Meadville Tribune
Kevin Tommaney	Armstrong

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

Mr. Schell made a motion to approve the minutes from the full session meeting held on January 14, 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on January 21, 2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,130,643.37 for the period ending January 27, 2026. Mr. Seeley seconded and the motion carried.

Executive Sessions:

- 1/21/2026- Personnel- Assessment

Public Comments: None

Official Business:

Mr. Seeley made a motion to approve the annual payment for our voting equipment to Liberty Vote in the amount of \$221,932.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of the invoice in the amount of \$1,133.00 for the Sixth (6th) Class County Annual Assessment for County Chief Adult Probation/Parole Officers Association. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify payment of the invoice in the amount of \$3,443.00 for the 2026 Livescan Maintenance Fee to the PA Chiefs of Police Association. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of invoice # IN 120707 From VISION Government Solutions in the amount of \$21,684 for CAMA software Maintenance: 1/1/2026 - 12/31/2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the 2026 Real Estate Assessment roll for County and Municipal billing for acceptance and certification from the Board. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of new signage at MDJ Titusville office from Sandy's Signworks for \$1053.00 from warrant fee split funds. Mr. Seeley then seconded and the motion carried.

Mr. Seeley made a motion to ratify the lease extension for MDJ Meadville office with three month minimum term, possible one month extensions up to maximum six months; monthly rent at \$1990.51 plus pro-rated utilities and operational costs. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to the PA State Association of Prothonotaries and Clerks of Courts for the yearly association fee, in the amount of \$625.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to the PA State Association of Registers of Wills and Clerks of Orphans' Court for the yearly association fee, In the amount of \$625.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the amended invoice for two home office furniture sets from Amazon for \$3948.21 that was approved for \$3706.34 but increased by \$241.83 from the time the invoice was drafted to the time of approval. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment of the invoice for Crawford County Bar Association Dues for \$1,537.10. Mr. Seeley asked for clarification that this was for 4 personnel. Mr. Rowden confirmed. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Horizon S-2 SUSP Plan Expired Tier 3 in the amount of \$4,930.80. Mr. Powers noted that there was a typo on the amount at the last Work Session and this is the correct amount. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment for Sheriff Association Dues in the amount of \$700.00. Mr. Schell seconded and the motion carried.

Mr. Powers removed the following item from the agenda as Finance needs more time to review: Requesting approval for grant filing for Operation Stonegarden through FEMA Jointly with Meadville City Police.

Mr. Schell made a motion to ratify the payment of the Pennsylvania Recorder of Deeds Association annual membership fees in the amount of \$625.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment of the Register of Wills & Clerk of Orphans Court Association annual membership fees in the amount of \$625.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment of the Reynolds Business Systems Invoice in the amount of \$1,658.70. This payment covers the annual fees for Register of Wills and Recorder of Deeds PDF/A storage for 1/1/2026-12/31/2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of Phase 1 of Card Access Control System for MDJ, HR and Finance Offices from LINSTAR for \$41,468.75. Mr. Seeley asked for a projected start time for this, and Mr. Brown replied March. Mr. Schell seconded and the motion carried.

Mr. Brown removed the following item from the agenda: Request to purchase a replacement Storage Area Network (SAN) from SHI International Corp. for \$252,706.40.

Mr. Schell made a motion to approve the purchase of items for the DC Meadville move to the Courthouse for a total of \$11,107.45. Mr. Seeley seconded and the motion carried.

Ms. Watkins removed the following contract from the agenda: Career Concepts Staffing Services, Inc.'s Employment Services Agreement

Mr. Seeley made a motion to approve the Purchase Requisition – End2End Public Safety, LLC (In-Synch RMS Software for CIT Data Collection) Mr. Schell seconded and the motion continued.

Mr. Schell made a motion to approve the CYS/JP Contract FY 25/26 with Pathways Adolescent Center, Inc. – Amendment F-1. Mr. Seeley seconded and the motion continued.

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 25/26 with Achievement Center of LECOM Health – Amendment C-1. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 25/26 with Crawford County Mental Health Awareness Program, Inc. – Amendment C-1

Mr. Seeley made a motion to approve the MH/ID/EI Contract FY 25/26 with Family Service & Children's Aid Society of Venango County, Inc. – Amendment C-1. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contract FY 25/26 with Preventative Aftercare, Inc. – Amendment C-1. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contract FY 25/26 with Through Thought Therapy, LLC. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoices from Courthouse Remodeling Project – Courtroom #3 - \$15,194.24. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Trinity Door Systems, Inc. for a service call to the Courthouse - \$517.50. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Scobell Company Inc. to repair boiler maintenance at the Judicial Center in the amount of \$5,427.75. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Stephenson Equipment for a replacement brush on the power broom in the amount of \$1,620.00. This will be paid by Liquid Fuels monies. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Scobell Company Inc. – to repair boilers and replace 3” pipe at the County Records Storage in the amount of \$1,706.05. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify payment to Annie’s Flooring to install flooring at the Extension Office in the amount of \$8,790.50. Mr. Schell seconded and the motion carried. Mr. Henry commented to Mr. Phelan how well maintenance is doing keeping the courthouse clean, without any extra cleaning staff.

Mr. Schell made a motion to approve payment #10 and 11 to Ferguson Construction Company for reimbursement, totaling \$1,188.00, for training wages associated with the Workforce and Retention Program (WARP). This item will be paid for from the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve a Crawford County Blight Revitalization Program Grant Contract between Crawford County and Active Aging in the amount of \$20,000 for demolition of the former Springs Manor Senior Care Center structure at 110 Canfield Street, Cambridge Springs, PA 16403. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Ron Verka Home Inspection Services for \$400.00 for a home inspection for the Whole Home Repair Program (WHRP) project # 037. This item will be paid for from the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment of invoice #4604 from the City of Meadville for \$22,576.46 for 2025 Q4 code enforcement wages. This item will be paid for from the FY 2023 City of Meadville CDBG. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice #1273615 from Michael Baker International for \$6,553.75 for contracted professional services for the county SALDO for the months of October, November, and December. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the annual maintenance agreement for the MPV generator with the Spaeder Company at a cost of \$530.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the annual maintenance agreement for the PSB generator with the Spaeder Company at a cost of \$785.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of a replacement Desktop PC from Dell via I.T. at a cost of \$874.72. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the annual maintenance on the Air Trailer with Breathing Air Systems at a cost of \$1,382.31. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of 4 Ericsson Cradelpoints from FIRSTNET to replace outdated components of the Emergency Radio network at a cost of \$2,952.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of \$3,821.00 to Mobilcom to move the Taylor Stand Rd tower equipment from its current location to the new tower shelter. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve HSBG/EI- Q1 FY25/26 match in the amount of \$56,928.64. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CCHS – CYS-Q1 FY25/26 match in the amount of \$15,384.98. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve CHS-194 Q2 FY25/26 Trip Reimbursement in the amount of \$55,772.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CCHS – CYS-Q1 FY25/26 match in the amount of \$641,279.00.

Mr. Seeley made a motion to ratify the creation of Deputy Chief Clerk/ Procurement Specialist position. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the freezing of the Procurement Specialist position. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the adjustment of the Chief Assessor position from 35 hours per week to 40 hours per week. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2026 SCHRPP Membership Dues in the amount of \$985.00. This is a budgeted item and will be reimbursed by the PCORP grant. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Crown Benefits Administration for runoff health insurance in the amount of \$33,146.02. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to Northwest Pennsylvania Regional Planning and Development Commission for 2026 County dues in the amount of \$5,213.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the 2026 CCAP dues in the amount of \$18,837.00. Mr. Schell seconded and the motion carried.

After all requests were made, Mr. Seeley thanked the finance team for working with DHS to receive long-awaited reimbursements. He also offered a tip of the hat to all emergency services and everybody working throughout the night Monday and into Tuesday on the water main break. Mr. Schell echoed Mr. Seeley's words thanking finance and everyone down the line to the emergency services who have all been extremely busy over the last few days. Also, hats off to our own maintenance staff who have been moving snow around the clock. He commented for everyone to stay safe. Mr. Henry noted that tonight is the first Public Safety Commission meeting. He spoke about volunteers going out in the middle of the night to fight fires for free then having to raise money to pay for the bills to fund the stuff that they do. There are less and less volunteers and the Commissioners would like to find help for them. 90% of the county is covered by volunteers and there is not many of them left and he appreciates everything they do.

Mr. Schell made a motion to adjourn the meeting at 9:57 am. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner