

***Crawford County Commissioners***  
***WORK SESSION***

January 21, 2026~ 9:30 am

**Please turn Cell Phone Ringers to Silent!**

**1. VOTER SERVICES: Jessalyn McFarland**

- A. Request approval of the annual payment for our voting equipment to Liberty Vote in the amount of \$221,932.50. This is a budgeted item.

**2. APO: Trevor Oates**

- A. Approval to pay invoice in the amount of \$1,133.00 for the Sixth (6th) Class County Annual Assessment for County Chief Adult Probation/Parole Officers Association. This was approved in our 2026 budget.
- B. Approval to pay invoice in the amount of \$3,443.00 for the 2026 Livescan Maintenance Fee to the PA Chiefs of Police Association. This was approved in our 2026 budget.

**3. ASSESSMENT: Janet Courson**

- A. Approval to pay invoice # IN 120707 From VISION Government Solutions in the amount of \$21,684 for CAMA software Maintenance: 1/1/2026 - 12/31/2026. This is a budgeted expense.
- B. Present the 2026 Real Estate Assessment roll for County and Municipal billing for acceptance and certification from the Board.

**4. COURTS: Heidi Shiderly**

- A. Confirm purchase of new signage at MDJ Titusville office from Sandy's Signworks for \$1053.00 from warrant fee split funds.
- B. **RATIFY** 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.

**5. CLERK OF COURTS/CLERK OF THE ORPHANS' COURT: Patricia Wetherbee**

- A. Request approval of payment to the PA State Association of Prothonotaries and Clerks of Courts for the yearly association fee, in the amount of \$625.00. This is a budgeted item.
- B. Request approval of 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. This is a budgeted item.

**6. PUBLIC DEFENDER: Wes Rowden**

- A. **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. This is not a budgeted item but will be reimbursed from the Indigent Defense Grant.

B. Pay the invoice for Attorney Bar Association Dues for \$1,537.10. This is a budgeted item.

**7. SHERIFF: [Dave Powers](#)**

- A. Approve Horizon S-2 SUSP Plan Expired Tier 3 in the amount of \$4,830.80. This is not budgeted.
- B. Approve payment for Sheriff Association Dues in the amount of \$700.00. This is a budgeted item.
- C. Approve grant filing for Operation Stonegarden through FEMA Jointly with Meadville City Police

**8. REGISTER & RECORDER: [Marlo Urey](#)**

- A. **RATIFY** payment of the Pennsylvania Recorder of Deeds Association annual membership fees in the amount of \$625.00. This is a budgeted item.
- B. **RATIFY** payment of the Register of Wills & Clerk of Orphans Court Association annual membership fees in the amount of \$625.00. This is a budgeted item.
- C. **RATIFY** payment of the Reynolds Business Systems Invoice in the amount of \$1,610.44. This payment covers the annual fees for Register of Wills and Recorder of Deeds PDF/A storage for 1/1/2026-12/31/2026. This is a budgeted item.

**9. IT: [Tim Brown](#)**

- A. Request to purchase Phase 1 of Card Access Control System for MDJ, HR and Finance Offices from LINSTAR for \$41,468.75. This is not a budgeted item.
- B. Request to purchase a replacement Storage Area Network (SAN) from Carahsoft Technology Corp. for \$252,706.40. This is a budgeted item.
- C. Request to purchase the following items for the DC Meadville move to the Courthouse for a total of \$11,107.45. They are not budgeted items.
  - Two Access Points with support from AHEAD for \$671.24
  - Audio and other hardware from AMAZON for \$2,131.84.
  - Five laptops and four monitors from DELL for \$6,328.56.
  - Two TV Wall Mounts from HARBOR FREIGHT for \$79.98.
  - Four Security Cameras including installation from MOBILECOM for \$1,090.00.
  - Network patch cables from SHOWMECABLES for \$209.83.
  - Two 55-inch LG TVs from WALMART for \$596.00.

**10. HUMAN SERVICES: [Sue Watkins](#)**

A. Other:

1. Career Concepts Staffing Services, Inc.'s Employment Services Agreement
2. Purchase Requisition – End2End Public Safety, LLC (In-Synch RMS Software for CIT Data Collection)

B. CYS/JP Contracts FY 25/26

1. Pathways Adolescent Center, Inc. – Amendment F-1

C. MH/ID/EI Contracts FY 25/26

1. Achievement Center of LECOM Health – Amendment C-1
2. Crawford County Mental Health Awareness Program, Inc. – Amendment C-1
3. Family Service & Children's Aid Society of Venango County, Inc. – Amendment C-1
4. Preventative Aftercare, Inc. – Amendment C-1

D. Professional Contracts FY 25/26

1. Through Thought Therapy, LLC

**11. MAINTENANCE: Mark Phelan**

- RATIFY** approval of invoices from Courthouse Remodeling Project – Courtroom #3 - \$15,194.24
  - Annie's Flooring - \$ 12,528.56
  - Covenant Security Equipment - \$1,939.00
  - The Hite Company - \$3.63
  - The Home Depot - \$191.29
  - Sherwin-Williams - \$362.88
  - Weber Electric Supply Inc. - \$168.88
- Approval to pay Trinity Door Systems, Inc. – service call to the Courthouse - \$517.50.
- Approval to pay Scobell Company Inc. – to repair boiler maintenance at the Judicial Center - \$5,427.75
- Approval to pay Stephenson Equipment for a replacement brush on the power broom - \$1,620.00 – This will be paid by Liquid Fuels monies
- Approval to pay Scobell Company Inc. – to repair boilers and replace 3" pipe at the County Records Storage - \$1,706.05
- RATIFY** approval to pay Annie's Flooring – to install flooring at the Extension Office - \$8,790

**12. PLANNING: Samantha Travis**

- Request approval of 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 is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- Request approval of 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.

- C. Request approval of payment to Ron Verka Home Inspection Services for \$400.00 for a home inspection for the Whole Home Repair Program (WHRP) project # 037. This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- D. Request approval to pay invoice #4604 from the City of Meadville for \$22,576.46 for 2025 Q4 code enforcement wages. This is a non-budget item. This item will be paid for from the FY 2023 City of Meadville CDBG.
- E. Request approval to pay 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. This is a non-budgeted item.

### 13. PUBLIC SAFETY: **Greg Beveridge**

- A. Approve the annual maintenance agreement for the MPV generator with the Spaeder Company at a cost of \$530.00. This is a budgeted expense.
- B. Approve the annual maintenance agreement for the PSB generator with the Spaeder Company at a cost of \$785.00. This is a budgeted expense.
- C. Approve the purchase of a replacement Desktop PC from Dell via I.T. at a cost of \$874.72. This is a budgeted expense.
- D. Approve the annual maintenance on the Air Trailer with Breathing Air Systems at a cost of \$1,382.31. This is a budgeted expense.
- E. Approve the purchase of 4 Ericcson Cradelpoints from FIRSTNET to replace outdated components of the Emergency Radio network at a cost of \$2,952.00 This is a budgeted expense.
- F. 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. This is a budgeted expense.

### 14. FINANCE: **Stephanie Franz**

A. HSBG/EI	Q1 FY25/26 Match	\$ 56,928.64
B. CCHS – CYS	Q1 FY25/26 Match	\$ 15,384.98
C. CHS 194	Q2 FY25/26 Trip Reimbursement	\$ 55,772.00
D. CCHS – CYS	Q1 FY25/26 Match	\$641,279.00

### 15. HUMAN RESOURCES: **Brittany Johnston**

- A. **RATIFY** the creation of Deputy Chief Clerk/ Procurement Specialist position
- B. **RATIFY** to freeze the Procurement Specialist position
- C. **RATIFY** the adjustment of the Chief Assessor position from 35 hours per week to 40 hours per week
- D. 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.
- E. Approve payment to Crown Benefits Administration for runoff health insurance in the amount of \$33,146.02.

### 16. COMMISSIONERS: **Brittany Johnston**

- A. Approve payment to Northwest Pennsylvania Regional Planning and Development Commission for 2026 County dues in the amount of \$5,213.00

B. Approve the 2026 CCAP dues in the amount of \$18,837.00

C. **Notifications:**

1. Notification from Ryan Patton regarding their intent to apply to the PA DEP for NPDES sewage permitting. This permit allows for the discharge of treated sewage to surface waters of the Commonwealth and/or construction of the facility. Proposed activities to take place in West Mead Township.

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**2026 Upcoming Events:**

January 28, 2026 -Full Session

February 4, 2026 -Work Session

February 11, 2026 -Full Session

February 16, 2026-CLOSED- President's Day

PUBLIC COMMENT:

COMMISSIONER COMMENTS:

ADJOURN: