

The Crawford County Board of Commissioners met on December 24, 2025, 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
Christine Krzysiak	Treasurer
Keith Button	Solicitor
Dave Powers	Sheriff
Sue Watkins	Human Services
Jack Greenfield	Warden
Wes Rowden	Public Defenders
Mark Phelan	Maintenance
Samantha Travis	Planning
Heidi Shiderly	Courts
Matt Digiacomio	IT
Chaney Hoyle	Domestic Relations
Renee Kiser	Auditor

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 December 10, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on December 17, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$2,323,702.14 for the period ending December 23, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions: None

Public Comments: None

Official Business:

Mr. Henry made a motion on behalf of Mr. Cagle, to approve through resolution, to re-appoint Ross C. Feltz, Mary Ann Hewston and Jill Withey to the Crawford County Industrial Development Authority. Mr. Seeley seconded and the motion carried.

Mr. Henry made a motion on behalf of Ms. Schmidt to approve the re-appointment of Robin Coxson to the Solid Waste Authority Board. Mr. Schell seconded and the motion carried.

Mr. Henry made a motion to approve the designation of Brenda Schmidt as the County Recycling Coordinator. Mr. Seeley seconded and the motion carried.

Mr. Henry made a motion to approve applying for the Section 903 County Recycling Coordinator Grant for calendar year 2026. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to ratify payment of \$1,725.00 to CORE Security Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify payment of \$900.00 to City of Meadville. Mr. Seeley verified that this is for reserved parking. Mr. Seeley then seconded and the motion carried.

Mr. Seeley made a motion to ratify payment of \$3,975.00 to Chad Templin, Esq. IV-D Attorney. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify payment of \$7,848.00 to North Start Rentals. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify payment of \$575.00 to B&T Rental. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of (7) Emerge Vortex Ergonomic Chairs for \$1,819.93. This will be reimbursed from the Indigent Defense Grant. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of (5) office chair mats and (1) floor runner for \$273.94. This will be reimbursed from the Indigent Defense Grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of (4) desks for \$3,706.38. This will be reimbursed from the Indigent Defense Grant. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of (4) Bluetooth Headsets for \$195.63. This will be reimbursed from the Indigent Defense Grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of Conference Room furniture for \$1,449.84. This will be reimbursed from the Indigent Defense Grant. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of new flooring for two Conference rooms for \$2,716.00 This will be reimbursed from the Indigent Defense Grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the renewal of the annual maintenance agreement with Mobilcom at a cost of \$5,600.00 per month. Total expense: \$67,200.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify two invoices for repairs made to food service equipment from HRI Commercial Food Service: Invoice #5268 for \$126.25 and Invoice #3384 for \$1,769.41. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of 2 high resolution PTZ cameras for placement in each general population pods. Price includes Exaq Vision camera license and installation in the amount of \$4,590.00. To be paid from the Keefe Tech Fund. Mr. Seeley seconded and the motion carried

Mr. Seeley made a motion to ratify approval of invoices from Courthouse Remodeling Project – Courtroom #3 in the amount of \$981.43. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of invoice from Courthouse Remodeling Project- I.T. Remodel in the amount of \$80.85 Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval to pay Scobell Company, Inc. for repairs to APO Annex furnace - \$818.85. 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 9/10/25 to 12/8/25 - \$1,431.00. Mr. Henry noted that Brian’s knowledge has helped us a lot and we appreciate his help. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval to pay Scobell Company, Inc. – for yearly maintenance on boilers at the QLC - \$2,766.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay R.E. Michel Company LLC – for pump and expansion tanks for the old QLC facility heating system - \$601.66. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay Sunbelt Rentals – to rent air compressor to blow out water lines at the Fairgrounds - \$646.40.2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to The EADS Group – Estimate # 31 – Bridge # 14 Wightman Rd - \$2,951.95 – County is only responsible to pay 5% - this will be paid by Liquid Fuels monies. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of a Notice to Proceed for utilities associated with the Dotyville Rd – Bridge # 21 Replacement. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase requisition Keymark IMR (OnBase Maintenance Renewal 12/1/25 – 11/30/26). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the MH/ID/EI Contracts FY 25/26 Center for Community Resources, Inc. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Professional Contracts FY 25/26 Crawford County CASA, Inc. – Amendment C-1. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Pay App #1 from Ehrgott Building totaling \$16,826.28 for completed housing rehab work for Homeowner #013. This item will be paid for out of the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Pay App #1 from XL Excavating totaling \$91,241.78 for construction for the Meadville Water Street Stormwater Management Project. This item is to be paid for out of: \$47,396.09 – FY 2022 CDBG Meadville Water Street SWM Project and \$43,845.69 – FY 2023 CDBG Meadville Water Street SWM Project. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment to West Mead District #1 Volunteer Fire Company for reimbursement totaling \$13,500.00 for the purchase of water supply equipment and training. This item is to be paid for out of the Crawford Inspired Mini-Grant Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to the Conneaut Lake Volunteer Fire Department for reimbursement totaling \$5,487.30 for the purchase of a new fire hose for Engine 701. This item is to be paid for out of the Crawford Inspired Mini-Grant Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of invoice #622123 and invoice #622374 from MacDonald, Illig, Jones & Britton LLC in the amount of \$17,578.75. This item is to be paid for out of the General Fund. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of a contract between Crawford County, Fuller Building Group, and Homeowner #034 for home repairs through the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve Svetz Energy Services 125725 Q1 2026 Energy Procurement \$1,714.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve GFOA-PA 2026 Membership Dues – 2 Members \$150.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Oil Region Alliance 0001ORTA Oil Region Tourism Awards \$500.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CC Visitor's Bureau 2025 Budgeted Allocation \$2,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the 2026 Crawford County Budget. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment for the December Health Insurance Premium for \$354,013.58. There were adjustments for October in the amount of \$-2,982.24. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment for the January Health Insurance Premium for \$402,985.28. There were adjustments for November in the amount of \$-2,906.90. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the invoice from Bollinger Technical Services in the amount of \$9,931.53. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to appoint Renee Kiser Director of Tax Claim Bureau effective 1/1/2026. Mr. Schell

Mr. Schell made a motion to approve the Solicitor Agreement with Shafer Law Firm for 2026 and 2027. Mr. Henry noted that this agreement will allow additional partners to assist and that we appreciate working with Shafer Law Firm. Mr. Seeley seconded and the motion carried.

After all requests were made, Mr. Seeley commented that everyone enjoy the holiday brunch and musical entertainment in the conference room. Mr. Schell wished everyone a Merry Christmas and be safe.

Mr. Henry made a motion to suspend and reconvene on December 31st at 1:00 pm. Mr. Schell seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner