

Crawford County Commissioners

WORK SESSION

March 18, 2026~ 9:30 am

Please turn Cell Phone Ringers to Silent!

1. **HOSPITAL AUTHORITY: John Swick**
 - A. Approval of CCHA and MMC Financing

2. **CORONER: Eric Coston**
 - A. **RATIFY** approval of the purchase of a Multi-Level Bariatric Stretcher. Total amount \$1880.00. This includes \$185.00 shipping.
 - B. Request payment of the budgeted annual assessment and membership fees for 2026. This is a budgeted expense in the amount of \$749.64 with a balance forward for the line item of \$200.36.

3. **CLERK OF COURTS: Patricia Wetherbee**
 - A. Approve a 1-year Hagan Business Machine Contract No. 7456—03 for Equipment ID 6184 & 6642 effective 3/23/26. This is not paid from the General Fund but from the Clerk's Automation Account.

4. **CCCF: Jack Greenfield**
 - A. **RATIFY** the invoice from WM T. Spaeder CO for emergency drain repair and jetting the drain. Total cost of repairs was \$2644.00. This was not a budgeted item.

5. **SHERIFF: Dave Powers**
 - A. Travel Request for Deputy Geer to attend mandatory Act 2 Waiver training @ State College

6. **JPO: Holly Hildebran**
 - A. Approval to purchase and replace the JPO front entrance door. The estimate is from Meadville Plate Glass, Entrance A, for \$5,000.00. This includes perimeter trim and caulking. This is a budgeted item.
 - B. Approval for the agreement between the Crawford County Conservation District Woodcock Creek Nature Center and the Juvenile Probation Department Community Service Program, for cutting, grass trimming and basic yard clean up. This agreement is for April 1, 2026-October 15, 2026. JPO will be paid a fee of \$5,000.00. The county receives half of the fund, while the other half contributes to the Crawford County Restitution Fund.
 - C. Approval to purchase an HP Laser Jet Pro 4001n black and white printer to replace a non-functioning printer in the front office clerical area. The unit price is \$195.02 and quoted from CDWG.

- D. Approval to purchase a HP color laser jet pro 4201dn printer to replace the non-functioning printer in the Intake department. The unit price is \$479.22 and quoted from CDW-G. This is a budgeted item and total purchase price for both printers will be \$674.24.
- E. Seeking approval to apply for the 2025-2027 Violence and Delinquency Prevention Programs grant. The grant application will be \$250,000.00

7. ASSESSMENT/GIS: Janet Courson

- A. Approval of Real Estate tax refunds due to clerical errors:
 - Kenneth & Brianna Greco; 1910-011-1/PID 7101 located at 16487 Tighe Rd, Linesville resulting from incorrect calculation of square footage for 2024 & 2025; REFUND AMOUNT \$276.62
 - Gregory Lehman; 5110-015-1/PID 41300 located at 22488 State Hwy 18, Conneautville resulting from incorrect calculation following acreage adjustment for 2023, 2024, 2025; REFUND AMOUNT \$2.37
 - Bernard & Regina Nearhoof; 5306-021-1/PID 42295 located at 14414 LeBoeuf Trail Rd, Centerville resulting from incorrect valuation of basement feature for 2020-2025; REFUND AMOUNT \$568.98
- B. Approval to pay invoices 11192502 (\$2940) and 12092501 (\$2940) for \$5880 to Civic VanGuard for services provided November and December 2025. This is a budgeted item for Professional Services.

8. PUBLIC SAFETY: Greg Beveridge

- A. Approve the purchase of two replacement tires for the DPS Water buffalo from Finck tires at a cost of \$777.30. This is not a budgeted expense.
- B. Approve the purchase of a Zetron license block for audio recording in the amount of \$975.00 from Mobilcom. This is a budgeted expense.
- C. Approve the renewal of the communications tower lease agreement with CATA.

9. MAINTENANCE: Mark Phelan

- A. **RATIFY** approval of invoices from Courthouse Remodeling Project – Courtroom #3 - \$1,468.15
 - Ace Contractor Center - \$1064.31
 - Bulldog Lock and Safe LLC - \$166.00
 - The Home Depot - \$139.32
 - Uline - \$98.52
- B. Approval to pay Rabe Environmental Systems, Inc. – to diagnose problem with RTU-2 at the Courthouse - \$520.00
- C. **RATIFY** approval to pay Schlindler Elevator Corporation – to make repairs to the secure elevator at the Judicial Center - \$5,999.00.

10. IT: Tim Brown

- A. Request to purchase annual Adobe Licenses from CDWG for \$13,181.95. This is a budgeted item.
- B. Request to purchase VMWare 7.0 support from Park Place Technologies for \$6,975.60. This is a budgeted item.

- C. Request to purchase the accessibility widget “Equal Web” for the county’s website for \$490 per year. This is not a budgeted item.
- D. **RATIFY** the purchase of door controls from LINSTAR for \$8,608.77. MDJ cost is \$4,834.90 and APO cost is \$3773.87 of which 50% will be paid by the Offender Supervision Fee. These are not budgeted items.

11. PLANNING: Samantha Travis

- A. **RATIFY** approval of payment of \$1,152.00 for annual subscription renewal for Grammarly software. This is a budgeted expense.
- B. Request approval of payment of \$100.80 for annual subscription renewal for Constant Contact Newsletter software. This is not a budgeted expense
- C. Request approval of payment to Rest Easy Home Inspection Services for \$350.00 for a home inspection for the Whole Home Repair Program (WHRP) project # 042. This is a non-budgeted item. This item will be paid for by the Whole Home Repair Program (WHRP).
- D. **RATIFY** approval of payment for invoice #47 from the Meadville Tribune in the amount of \$137.00 for legal notices for the Cambridge Springs Blight Project. This is a non-budgeted item. This item will be paid for with Act 137 funds.
- E. Request approval to pay invoice #1277390 from Michael Baker International in the amount of \$357.50 for contracted professional services in the month of January. This is not a budgeted expense.
- F. Request approval of Pay Application #1 from A&MP Electric in the amount of \$52,000.00 for electrical work in the City of Titusville’s Sheide Park. This is not a budgeted item and is paid for from Titusville’s FY2023 CDBG grant.
- G. Request approval of a Resolution authorizing the Deputy Chief Financial Officer, Denise Mason, to act as the delegated signing authority for Community Development Block Grant invoices for the FY2025 CDBG grant #C000097340.
- H. Request approval of a contract between Crawford County and QRS Construction for home repairs for Homeowner #020 associated with the Whole Home Repair Program.
- I. Request approval of a contract between Crawford County and QRS Construction for home repairs for Homeowner #021 associated with the Whole Home Repair Program.
- J. Request approval of a contract between Crawford County and QRS Construction for home repairs for Homeowner #038 associated with the Whole Home Repair Program.
- K. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and Saegertown Borough.
- L. **RATIFY** Approval of an Agreement between Crawford County and Siegel Excavating in the amount of \$383,000 for the demolition of the Cambridge Springs Blight project located at 110 Canfield Street, Cambridge Springs Borough.

12. HUMAN SERVICES: **Krysta Simons**

A. Other:

- **RATIFY** - A Second Chance, Inc.'s Mileage Reimbursement Letter
- **RATIFY** - Purchase Requisition – Dean Automotive (Purchase of 2023 Chevy Equinox)
- Purchase Requisition – Leonard's Auto (Additional Repairs for #8)
- Purchase Requisition – Parkside Psychological Associates, LLC (CIT Trainer Hours)

B. CYS/JP Contracts FY 25/26

- Genesis Home of New Beginnings

C. Early Intervention Provider Contracts FY 25/26

- Alfery Pediatric Physical Therapy PC – Amendment C-1
- Amanda Gadsby – Amendment C-1
- Ashley Mahrs – Amendment C-1
- Bliss Nutrition Services – Amendment C-1
- Bright Beginnings Therapy Services, LLC – Amendment C-1
- Community Rising Therapy, LLC – Amendment C-1
- E Wachter Early Intervention Services, LLC – Amendment C-1
- Kara Smith – Amendment C-1
- Maria Ivonne M. Norman – Amendment C-1
- Next Step Therapy, Inc. – Amendment C-1
- Northwest Tri-County Intermediate Unit 5 – Amendment C-1
- Positive Steps Therapy, LLC DBA IvyRehab for Kids – Amendment C-1
- Sands Speech Therapy – Amendment C-1
- Shannon Criado – Amendment C-1
- Sonja Eckstrom – Amendment C-1
- Therapy House, LLC – Amendment C-1

13. TREASURER: **Renee Kiser**

- A. **RATIFY** payment to RBA Professional Data Systems for 2nd half of contract for software licensing \$35,000.00. This is a budgeted item paid through ARPA funds.
- B. Approve payment to Printing Concepts for printing of 2026 tax bills \$15,026.06 to be paid by the county. Half of the amount to be reimbursed by the municipalities. This is a budgeted item.
- C. Approve payment for postage 2026 spring bills for Titusville \$1,895.88 and E. Fairfield \$489.14 for a total of \$2,385.02 This is a budgeted item.
- D. . Approve payment for County Treasurer's Association for 2026 Annual Convention June 16-19 for Treasurer and Deputy total cost of \$1700.00. This is a budgeted expense.

14. FINANCE: **Stephanie Franz**

A. CC HS HSBG/EI	Q2 FY25/26 County Match	\$ 58,063.52
B. CC HS CYS	Q1 FY25/26 County Match	\$ 8,634.25
C. CC HS HSBG	Q4 FY24/25 County Match	\$ 91,105.20

15. HUMAN RESOURCES: Brittany Johnston

- A. Ratify the payment for the April Health Insurance Premium for \$417,019.44. There were adjustments for February in the amount of -\$461.33.

16. COMMISSIONERS: Brittany Johnston

- A. Approve the agreement with Vallonia Industries for shredding.

2026 Upcoming Events:

March 25, 2026 -Full Session

April 1, 2026- Work Session

April 3, 2026-CLOSED- Good Friday

April 8, 2026- Work Session

PUBLIC COMMENT:

COMMISSIONER COMMENTS:

ADJOURN: