

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING

April 8, 2026 ~ 9:30 am

Please Turn Cell Phone Ringers to Silent

1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE FULL SESSION MEETING ON MARCH 25, 2026.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON APRIL 1, 2026.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$TBA FOR THE PERIOD ENDING APRIL 7, 2026.
5. EXECUTIVE SESSIONS:
6. PUBLIC COMMENT: None
(Reminder the time limit for individual comment is 3 minutes; total comment period is 30 minutes. Anyone requesting to be placed on the Regular Meeting AGENDA must specifically state their topic and restrict their comments to the County matter that is on the published agenda items or that can be reasonably expected to be a future actionable item by the Board of Commissioners.)
7. IT: **Scott Hatton**
 - A. Approve the purchase of three 1-year accessibility tool licenses from EquiDox for \$10,500. This is not a budgeted item.
 - B. **RATIFY** the purchase of a replacement laptop for the Commissioner's Office from DELL for \$1,132.75. This is not a budgeted item.
8. ASSESSMENT/GIS: **Janet Courson**
 - A. Approval of the payment to appraisal firm Sammartino, Stout, & Lo Presti for invoiced amount of \$5,000 for Cussewago Square appraisal. This is a budgeted item.
 - B. Approval of real estate tax refund for Adam Barba & Alana Pedron for tax year 2025 in the amount of \$117.36 due to an incorrect calculation of square footage for the pole building and garage (parcel 3218-004-9/PID 17689 located at 9636 Liberty St Ext).
9. CCCF: **Jack Greenfield**
 - A. Approval to pay Global Corrections System \$382.50 for replacement of the central control 43" security display monitor. This is not a budgeted item.
 - B. Approval to pay MOBILCOM \$495.00 for the purchase of 5 Lithium handheld radio batteries. This is a budgeted item.

- C. Approval to pay Canadohta Security \$7,860.00 for repairs to the Camera Security System. Components damaged was caused by multiple power outages due to high winds. This is not a budgeted item.
- D. Approve Copier Maintenance and Supply Agreement with Hagan Business Machines effective 5/1/2026.

10. MAINTENANCE: Mark Phelan

- A. **RATIFY** approval of invoices from Courthouse Remodeling Project – Courtroom #3 - \$592.18
 - 1. Ace Contractor Center - \$338.92
 - 2. The Home Depot - \$165.83
 - 3. R.E. Michel Company, LLC - \$52.48
 - 4. Sherwin-Williams - \$34.95
- B. **RATIFY** approval to pay Powell Sanitation and Construction – to install new sewage pump and floats at the Judicial Center - \$2,846.30.
- C. Approval to pay Russell Standard – to do crack sealing in the parking lot at the Extension Office and the Elected Officials parking lot at the Courthouse - \$8,542.50.
- D. Approval to pay The EADS Group – for engineering on the rehab of Bridge # 11 – Plank Rd - \$10,362.88 – This will be paid by Act 13 monies.

11. PLANNING: Samantha Travis

- A. Request approval to pay invoice #4712 from the City of Meadville for \$18,363.56 for 2026 Q1 code enforcement wages. This is a non-budget item. This item will be paid for from the FY 2023 City of Meadville CDBG.
- B. Request approval to pay invoice #1280418 from Michael Baker International for \$2,768.75 for contracted professional services for the county SALDO for the month of February. This is a non-budgeted item. This item will be paid from the general account.
- C. Request approval of payment for invoice #5 from Moody & Associates Inc. in the amount of \$395.55 for contracted engineering services for the Cambridge Springs Blight Project. This is a non-budgeted item. This item will be paid for from the Act 137 funds.
- D. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and the City of Meadville.

12. HUMAN SERVICES: Sue Watkins

- A. Other:
 - 1. MOU Amendment with Dennis L. Marsili
 - 2. Northwest Behavioral Health Partnership, Inc. Administrative Services Agreement for 1/1/25 – 12/31/27 (Modification as of 3/27/26)
 - 3. **RATIFY** – Payment to Department of Human Services’ Bureau of Financial Operations – ERAP2 Refund
 - 4. Purchase Requisition – Curators of the University of Missouri (Ambassadors Charting the LifeCourse Training)
 - 5. Purchase Requisition – Dell, Inc. (11 Dell Pro Laptops and Active Pens for ID SCs)
 - 6. Purchase Requisition – WSI Technologies (5/1/26 – 4/30/28 Maintenance Renewal for Children’s Interview Center’s iRecord Equipment)

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

1. Crawford County Mental Health awareness Program, Inc. – Amendment C-2
2. Family Service & Children’s Aid Society of Venango County, Inc. – Amendment C-2
3. The Arc of Crawford County, Inc. – Amendment C-1
4. Titusville Area Senior Citizens Corporation – Amendment C-1
5. Vallonia Industries – Amendment C-1
6. Youth Advocate Programs, Inc. – Amendment C-1

C. Professional Contracts FY 25/26

1. Common Roots – Amendment C-1
2. Crawford County Drug & Alcohol Executive Commission, Inc. – Amendment C-1
3. Family Children & Community Association
4. Meadville YMCA
5. St. James Haven, Inc.
6. Young Women’s Christian Association of Titusville – Amendment C-1

13. TREASURER/TAX CLAIM: Renee Kiser

- A. **RATIFY** payment to Meadville Tribune for Legal Notices pertaining to Judicial Sale 2025 B in the amount of \$591.50. This is a budgeted item.
- B. **RATIFY** payment to RBA Professional Data Systems Inc. \$22,950.00 for training, conversion, set up & install, and customization tax software originally billed 12/18/2025. This is a budgeted item.

14. FINANCE: Stephanie Franz

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|---|---------------------------|--------------|
| A. RATIFY Automotive Fleet Enterprises, Inc. INV-2600439 | | |
| 2023 Ford Police Interceptor | | \$ 28,913.00 |
| B. Crawford County Commissioners | 2016 Ford Edge | \$ 6,500.00 |
| C. Svetz Energy Services | 2026 Procurement Services | \$ 1,714.00 |
| D. Meadville Airport Authority | 2026 Budgeted Allocation | \$ 40,000.00 |
| E. PCoRP | 063619- Deductible | \$ 10,000.00 |

15. HUMAN RESOURCES: Brittany Johnston

- A. **RATIFY** the agreement with Foster & Foster Consulting Actuaries, Inc for Actuarial Services and Pension Management Software.

16. COMMISSIONERS: Brittany Johnston

- A. Approve the Shafer Law Firm invoice #93526 in the amount of \$5,534.55 for litigation services.
- B. **RATIFY** payment to Safety Zone Specialists for Road Closed signs in the amount of \$6,210.45.
- C. Approve the payment to Mobile Arts in the amount \$6,250.00 for glass blowing demonstration at Crawford County Fair.
- D. Approve the performance contract with Whey Jennings for performance at Crawford County Fair, in the amount of \$7,500.00.

17. NEW HIRES/TRANSFERS:

18. COMMISSIONER’S INFORMATION AND UPDATES:

Work Sessions will be held on the 1st and 3rd Wednesdays of each month at 9:30 am in the Commissioners Conference Room and Full Meetings will be held on the 2nd and 4th Wednesdays of each month at 9:30 am in the Assembly Room. Any adjustments to the schedule will be advertised in advance in the Meadville Tribune along with notification on the preceding agenda with the exception of emergency changes.

2026 Upcoming Events:

- April 15, 2026- Work Session
- April 22, 2026- Full Session
- May 6, 2026- Work Session
- May 13, 2026- Full Session

COMMISSIONER COMMENTS:

ADJOURN: