

The Crawford County Board of Commissioners met on Wednesday, April 23, 2025 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Christine Krzysiak	Treasurer
Brittany Johnston	Chief Clerk/HR
Courtney Stirling	Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Dave Powers	Sheriff
Matt Digiacomo	Voters/IT
Kim Shay	Courts
Mark Phelan	Maintenance
Sue Watkins	Human Services
Jack Greenfield	CCCF Warden
Greg Beveridge	Public Safety
Zach Norwood	Planning
Eric Coston	Coroner
Jess Hilburn	Planning Commission
Jayne Martin	Planning Commission
Denny Puko	Consultant
Keith Gushard	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 April 9, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on April 16, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$2,420,280.51 for the period ending April 22, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments:

Official Business:

Mr. Seeley made a motion to ratify the contract and request for payment which is to be paid to the Erie County Coroner's Office per the contract, of the 2025 Forensic Pathologist retainer fee, in the amount of \$10,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment for the replacement of the perimeter lights timer, in the amount of \$713.85. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment for repair of BLN failure and table and loader services of CCCF's HVAC computer system, in the amount of \$1,639.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment for emergency repairs of the sally port door that was backed into by a snowplow, in the amount of \$561.66. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Stenograph for one year of Catalyst EDGE software for court reporter, in the amount of \$834.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the approval of invoices from the Courthouse Remodeling Project, in the amount of \$5,241.60. Mr. Seeley seconded and the motion carried.

1. Ace Contractor Center - \$108.13
2. Annie's Flooring - \$4,979.40
3. The Home Depot - \$66.69
4. Sherwin-Williams - \$87.38

Mr. Seeley made a motion for approval to pay Tractor Supply for an air compressor at the Fairgrounds, in the amount of \$599.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The EADS Group for Estimate #28-part 1 for the Wightman Rd, Bridge #14, in the amount of \$5,818.40. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Brian J. Noah for Professional Services from 3/1/25 – 3/31/25, in the amount of \$738.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The EADS Group for engineering services on the Parking Garage renovation, in the amount of \$130.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay David Laird Associates to close out the NPDES permit for the parking lot projects, in the amount of \$6,375.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Russell Standard to crack seal the parking lots at the Jail, in the amount of \$12,899.04. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval for payment to MG Electric Services for reimbursement #6 & #7, for training wages associated with the Construction Industry Workforce Program, in the amount of \$1,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval for payment to Vogt Heating & Cooling for reimbursement #29 & #32, for training wages associated with the Construction Industry Workforce Program, in the amount of \$968.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Invoice #4353 from the City of Meadville for reimbursement of Code Enforcement wages, in the amount of \$10,106.45. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a Travel Request for Hotel only for Zachary Norwood, to attend the Planning Conference and Planning Director's meeting in Harrisburg, PA. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of an ordinance adopting the 2025 Crawford County Subdivision and Land Development Ordinance. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of a contract between Crawford County, Sturdy Boots Construction, and Homeowner #027 for home repairs through the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a proclamation recognizing April 21 through April 25 as National Community Development Week. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of a contract between Crawford County, Fuller Building Group, and Homeowner #029 for home repairs through the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of Pay App #1 from QRS Construction for completed rehab work for Homeowner #006, in the amount of \$20,911.12. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of Invoice #1 from Ehrgott Building for completed work for Homeowner #014, which is to be paid from the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval of payment to Sturdy Boots Construction for completed rehab work, in the amount of \$27,444.37. Mr. Schell seconded and the motion carried.

1. Homeowner # 001: \$19,313.75
2. Homeowner #035: \$8,130.62

Mr. Schell made a motion for approval of Amendment 1 to the contract with Behavioral Health Commission Advanced Services, Inc. for Mercer County to reimburse Human Services for the Boundary Spanner position and Person-Centered Program, increasing the maximum to \$216,384.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the Human Services Block Grant Income and Expense Report for FY 23/24. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to appoint Brian Setta to the newly created Program Manager of Compliance and Quality position effective 4/21/25. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to create five Intake Caseworker 1 positions and five Ongoing Caseworker 1 positions. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase requisition to Griffin Motors for a 2020 Chrysler Voyager mini-van, with a total cost to the County of \$4,361.16. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the purchase requisition to the Welcome Project PA for LGBTQ+ training to be paid for with retained revenue, with a total cost to the County of \$80.08. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the CYS/JP Contract FY 24/25 with Appalachian Youth Services, Inc. for transitional and independent living services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the CHS invoice 184 for MATP January and February 2025 Trips, in the amount of \$111,160.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Penn State Extension Q2 2025 Budgeted Allocation, in the amount of \$72,500.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment for 2019 Van Inspection and Front and Rear Brakes, in the amount of \$860.26. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment for the May Health Insurance Premium, in the amount of \$369,232.13. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the 2024-2025 PCORP Loss Prevention Grant Application for multiple safety improvement projects, in the amount of \$35,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the following MOU for the Emergency Medical Services Opioid Incentive Program. Mr. Seeley seconded and the motion carried.

1. Titusville Fire Department

Mr. Seeley made a motion to adopt the Remake Learning Days Proclamation. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve the new hires/transfers. Mr. Schell seconded and the motion carried.

After all requests were made Mr. Seeley reminded the public that Mail In and Absentee ballots are still available and last day to register to vote is May 5th. Mr. Seeley also mentioned that April is Safe Digging Month and reminded everyone to call 811 before they dig. Lastly, Mr. Seeley congratulated Mr. Norwood on his award for his work in the Planning Office. Mr. Schell stated that Mr. Seeley summed everything up.

Mr. Schell made a motion to adjourn the meeting at 9:53 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner