

The Crawford County Board of Commissioners met on December 10, 2025, for a regular meeting, with the following present:

Eric Henry	Chairman (via phone)
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Brittany Johnston	Chief Clerk/HR
Monica Confer	Secretary
Stephanie Franz	CFO
Christine Krzysiak	Treasurer
Denise Stanton	HR
Keith Button	Solicitor
Dave Powers	Sheriff
Sue Watkins	Human Services
Jack Greenfield	Warden
Wes Rowden	Public Defender's
Patti Weathernee	Clerk of Courts
Tracey Crawford	CC Conservation District
Tim Geibel	CATA
Jess Hilburn	CCFLS
Trevor Oates	APO
Mark Phelan	Maintenance
Samantha Travis	Planning
Heidi Shiderly	Courts
Tim Brown	IT
Heidi Hunter	DA Office
Holly Hildrebran	JPO
Emmy Arnett	Prothonotary
Jessalyn McFarland	Voter Services
Greg Beveridge	Public Safety
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 November 26, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on December 3, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$3,347,373.28 for the period ending December 9, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments:

Official Business:

Mr. Seeley made a motion to approve the re-appointment of Jill Withey to CATA Board of Director Appointment for 5-year term beginning January 1, 2026 Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve new 3-year terms (2026-2028) to Crawford County Federated Library System for board members whose terms are expiring at the end of 2025. The request is for the following seats: Marc Ross- Benson Memorial Library; Fritz Kloecker- Meadville Public Library; Carol Thumm- Cambridge Springs Public Library. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the JCJC Juvenile Probation Services Grant in the amount of \$118,070.00 for the grant period of July 1, 2025 to June 30, 2026. This grant supports the Juvenile Justice System Enhancement Strategy initiative, as well as expected equitable compensation for JPO personnel. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve payment of the invoice for four- Bestar Connexion 72W L-Shaped Desk with Hutch for \$3,906.12. This item 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 legal-size file folders and Crime Report Cards in the amount of \$2,409.95. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment of \$6,375.00 to the Meadville Tribune for publication of the Election Notices published on October 15th and October 29th for the Municipal Election. This is to be paid with Election Integrity Grant funding. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve CountySuite: Civil Court Software Maintenance 2026, due 1/1/2026 in the amount of \$19,326.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment of invoices 10082501 and 10082502 to Civic Vanguard in the amount of \$14,190.00 for GIS Services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the renewal of the annual NENA group membership at a cost of \$750.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice 062130 from CCAP for November 2025 membership billing in the amount of \$1,344.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of Allegheny College's Facilities Agreement for January 26th – 30th, 2026 . Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of MH/ID/EI contract FY 25/26 with Erie Homes for Children and Adults, Inc. – Amendment C-1. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of the yearly Proxy Pro License from Proxy Networks for \$2,914.38. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase of Park Place Hardware Support from Park Place Technologies for \$12,101.46. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of Year 3 of Courthouse UPS Maintenance from Nationwide Power for \$2,364.96. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval and signature to apply for the PCCD Grant Titled “Continuing County Adult Probation and Parole Grant” (old G.I.A.) in the amount of \$111,157.00. This is for Fiscal Year 2025 – 2026. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval and signature to apply for the PCCD Grant Titled “Intermediate Punishment Treatment Program Funding” in the amount of \$270,000.00. This is for the money that supports our county program titled D&A RIP and provides dollars to offset a portion of our HA /EM staff. This is for Fiscal Year 2025-2026. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval and signature to amend the current 9/6/2024 contract with SCRAM systems to include Continuous Alcohol Monitoring (CAM) and Remote Breath Pro (RBP) equipment to be utilized as a sentencing option for Crawford County Courts. The price points are set as CAM: \$6.84/per day, RBP: \$3.69/ per day. 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 \$1,435.81. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay Scobell Company, Inc. for yearly Boiler Maintenance at Courthouse in the amount \$2,269.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval to pay Scobell Company, Inc. for new condensate tank and pump in the amount of \$2,932.60. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay Suit-Kote Corporation for double seal coat done at the fairgrounds in the amount of \$3,904.45. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of MDJ Titusville judicial robe from Oak Hill Cap & Gown for \$542.95. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve 2026 NCRA memberships for Court Reporters Hoffman and Polach for \$330.00 each. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve 2026 PCRA memberships for Court Reporters Hoffman, Polach and Kupniewski for \$200.00 each. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the cleaning contract for MDJ Titusville office with Chris Knight Cleaning Services for \$150.00/week. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay invoice #1268395 from Michael Baker International for \$4,700.00 for professional services provided for the County Recreation Entity Study. It is to be paid from the DCNR Peer-to-Peer grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval, through resolution, of the appointment of Ms. Kristin Hauser of West Mead Township to continue to serve on the Crawford County Planning Commission through a four-year term to expire on December 31, 2029. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval, through resolution, of the appointment of Ms. Jessica Hilburn of Hydetown Borough to continue to serve on the Crawford County Planning Commission through a four-year term to expire on December 31, 2029. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 2026 Software Maintenance Agreement with Teleosoft in the amount of \$7,879.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of a ViewSonic Projector in the amount of \$549.98. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase of (4) 225/65R17 tires for the minivan. In the amount of \$583.96. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Crawford County HS - 2025 Prior Year FY23/24 Revision #4 MATCH \$-950.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Crawford County HS - 2025 Q1 FY25/26 MATCH \$20,578.61. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Crawford County HS - 2025 Q4 FY24/25 Revision #2 MATCH \$11,196.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve CHS #193- MATP Q1 FY25/26 Trip Reimbursement \$61,436.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve Tyler Technologies - Control Point 1: Initiate & Plan Stage Acceptance for Signature. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve Tyler Technologies - Project Management Professional Services \$16,200.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Crown Benefits Administration for runoff health insurance in the amount of \$227.88. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the 2025 PCOMP Safety Improvement Grant Application for \$35,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the 2025 PCOMP Wellness Improvement Grant Application for \$5,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve ½ day on December 24, 2025 for Christmas Eve. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval a resolution requesting a Statewide Local Share Account grant of \$1,000,000.00 from the Commonwealth Financing Authority to be used for the construction of a senior center in Cambridge Springs Borough. Mr. Schell seconded and the motion carried.

After all requests were made, Mr. Seeley commented that there is bad weather ahead and encouraged everyone to be safe traveling. Mr. Schell echoed Mr. Seeley's comments about the weather and encouraged everyone to be careful.

Mr. Schell made a motion to adjourn the meeting at 9:51 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner