

The Crawford County Board of Commissioners met on Wednesday, July 9, 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
Stephanie Franz	CFO
Keith Button	Solicitor
Dave Powers	Sheriff
Matt Digiacomio	Voters/IT
Mark Phelan	Maintenance
Sue Watkins	Human Services
Heidi Shiderly	Courts
Jack Greenfield	CCCF Warden
Zach Norwood	Planning
Beth Forbes	Register and Recorder
Janet Courson	GIS
Jessalyn McFarland	Voter Services
Chloe Forbes	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 June 25, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on July 2, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$1,605,821.88 for the period ending July 8, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions: 6/24/25 CCCF - Position

Public Comments:

Official Business:

Mr. Henry made a motion to approve the Coroner to ratify the creation of the per diem Chief Deputy Coroner position. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of Computer hardware from Dell Technologies, in the amount of \$12,523.89. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve permission to have Cleveland Brothers perform the annual generator load test and annual Maintenance Service, in the amount of \$2,385.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Global Correctional Systems, LLC for the Annual Service Agreement, in the amount of \$2,300.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Mobilcom for the Annual Radio Support Plan, in the amount of \$2,789.73. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase from Hagan Business Machines, for a Toshiba e-studio3528A Copier in the amount of \$4,183.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from Reynold's Business Systems, for a scanning and PDF/ a preservation of 14 PennDOT Highway Map books, in the amount of \$13,474.99. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Civic VanGuard for professional service repairs and maintenance to the GIS system for the months of February through May 2025, in the amount of \$3,726.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the 1-year Hagan Business Machines Maintenance Contract for Law Library copier, effective July 12, 2025. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Interaction Insight Company to provide and API (Application Programming Interface) between the Eventide recorder and the Comms Coach software system, in the amount of \$6,200.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the payment to Mobilcom to replace the building intercom system which is beginning to fail, in the amount of \$10,425.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the quote from Mobilcom for Site and Driveway Excavation at the Sugar Lake Tower site, in the amount of \$28,600.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the quote from Mobilcom for Driveway Culvert and Entrance construction at the Sugar Lake Tower site, in the amount of \$24,700.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the quote from Mobilcom for Storm water drainage work at the Sugar Lake Tower site, in the amount of \$25,000.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the quote from Mobilcom for the provision of a gravel driveway and pad at the Sugar Lake Tower site, in the amount of \$14,500.00. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the quote from Mobilcom for fertilizer, lime and grass seed placement at the Sugar Lake Tower site, in the amount of \$23,400.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay Otis Elevator for final payment to make repairs to the elevator motor for the Courthouse, in the amount of \$13,020.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay The EADS Group for Estimate #29 for the Wightman Rd Bridge #14, in the amount of \$5,252.54. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify approval to authorize a time extension until 6/30/27 for the Preliminary Engineering Phase on Dotyville Rd Bridge #21. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval to pay Canadohta Security LLC to replace 4 port POE switch and get remaining cameras online at the Fairgrounds, in the amount of \$265.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to reimburse Conneaut Lake Joint Municipal Authority for their generator replacement N-4 pump station project, in the amount of \$15,000.00, which is to be paid from the Crawford Inspired Mini-Grant Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to reimburse Vernon Central Hose Company for their LED lighting update project, in the amount of \$6,045, which is to be paid from the Crawford Inspired Mini-Grant Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to reimburse West Mead #2 Volunteer Fire Department for their countywide rope rescue response equipment project, in the amount of \$11,438.16, which is to be paid from the Crawford Inspired Mini-Grant Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to reimburse Crawford County Fairgrounds Building Association for their horse and pony storage shed project, in the amount of \$1,215.00, which is to be paid from the Crawford Inspired Mini-Grant Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to reimburse Titusville Historical Society for their T.C. Joy & Company Radiator exhibit project, in the amount of \$2,805.00, which is to be paid from the Crawford Inspired Mini-Grant Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice #71886 from Moody and Associates, Inc. for contracted project management and environmental clearance services associated with the Cambridge Springs blight demolition project, in the amount of \$25,790.19. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of a Whole- Home Repairs Contract between Crawford County, Fuller Building Group, and Homeowner #024 for home repairs through the Whole Home Repair Program. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of payment to Fuller Building Group for home repairs to the home of Homeowner #005, in the amount of \$22,307.71, which is to be paid from the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Henry made comment to encourage the State to get the budget completed and it is important for us and their providers, and reiterated that the budget needs passed.

Mr. Seeley made a motion for approval of the MATP Assurance of Compliance for FY 25/26. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of the F-I amendment to the FY 24/25 CYS contract with Auberle for Independent Living services, with the amendment increasing the IL program maximum by \$11,000.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the C-2 amendment to the FY 24/25 Professional contract with Titusville Area Hospital for Mobile Psychiatric Nursing/Wellness visits (MPN) and Rural Health Clinic Outpatient services with the amendment increasing the MPN/Wellness Visits maximum by \$26,000 and decreasing the Outpatient services maximum by \$9,000.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of the FY 25/26 CYS contract with Adoption Connection, PA for Foster Care services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the FY 25/26 CYS contract with Crawford County Drug & Alcohol Executive Commission, Inc. (CCDAEC) for Individual and Group Therapy, Assessments, Case Coordination, Recovery Support services, Resource Coordination, Consultation and CYS requested drug screens. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of the FY 25/26 CYS/JP contract with JusticeWorks YouthCare, Inc. for the Violation Initiative (VIP), Short Term Outreach to Prevent Placement (STOPP), JustCare, WhyTry, Truancy Remediation & Diversion and the Nurturing Parenting programs. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the FY 25/26 CYS contract with Merakey Pennsylvania. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of the FY 25/26 MH contract with Mercer County Behavioral Health Commission, Inc. for Crisis Intervention and Delegate services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of the FY 25/26 Professional Contract with Sugar Valley Lodge, Inc. for Enhanced Personal Care Boarding Home (EPCBH) services. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion for approval the Same Rates as Prior Year Contracts FY 25/26. Mr. Seeley seconded and the motion carried.

CYS/JP Contracts FY 25/26

- Vocational & Psychological Services

Professional Contracts FY 25/26

- Common Roots
- Titusville Area Hospital
- Watts and Pepicelli, PC

MH/ID/EI Contracts FY 25/26

- Achievement Center of LECOM Health
- Corry Counseling of LECOM Health

Mr. Seeley made a motion to approve the following invoices. Mr. Schell seconded and the motion carried.

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| 1. United States Treasury | 2024 PCORI Fee | \$ 2,210.39 |
| 2. CYS | Q3 2025 County Match | \$590,005.84 |
| 3. HSBG/EI | Q3 2025 County Match | \$ 56,161.34 |
| 4. Community Health | Svc1885.2025 Trip Reimbursement | \$ 55,529.00 |
| 5. Active Aging, Inc | 2016 Ford Edge | \$ 6,500.00 |
| 6. Subrecipient Monitoring Policy Outline | the monitoring procedure for all grant subrecipients of Crawford County. | |

Mr. Schell made a motion to ratify the contract with Susquehanna Accounting & Consulting Solutions, Inc. for Consulting Services. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of a Dell Pro 14 laptop, to be used solely for printing ballots, in the amount of \$846.23. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to ratify the purchase of two global industrial battery powered mobile scissor lift tables to be used at the barn for moving voting equipment, in the amount of \$5,225.28. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the purchase of a Martin Yale Deluxe High-Speed Letter Opener, in the amount of \$1,718.89. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the payment to PCHIPC, to recoup Highmark credit for 2024 ASO overbilling, in the amount of \$8,668.50. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the appointment of Kelli Davis to the NW Job Connect Board, effective 7/9/25. Mr. Seeley seconded and the motion carried.

Mr. Schell made a motion to approve the Security Contract with Valentis Group for the 2025 Crawford County Fair. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the Artist Booking Contract with Synergy Erie, LLC for Tyler Brayden to perform at the 2025 Crawford County Fair. 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 informed the public that there is free entertainment, with a concert in the Diamond, an event in the Assembly Room of the Courthouse, Saturday at 1:00pm, and the Erie Philharmonic is also playing on Saturday. He also mentioned Conneaut Township Tax Collector, Noreen Mullen for her 40 years of service and announced she is retiring. Ms. Krzysiak made a statement about Noreen stating that she was a top notch tax collector, she arrives on time, works another job and “rolls with the punches”. She then stated that it has been nice to have Noreen as a tax collector for as long as she has. Mr. Schell reminded everyone that the Crawford County Fair is only 1 month away and information can be found

online. Mr. Henry stated that it is vitality important that the state budget gets passed so bills can be paid.

Mr. Schell made a motion to adjourn the meeting at 9:56 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner