

The Crawford County Board of Commissioners met on Wednesday, March 12, 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 Digiacommo	Voters/IT
Kim Shay	Courts
Patti Wetherbee	Clerk of Courts
Eric Coston	Coroner
Mark Phelan	Maintenance
Sue Watkins	Human Services
Joe Galbo	Assessment
Jack Greenfield	CCCF Warden
Greg Beveridge	Public Safety
Zach Norwood	Planning
Trevor Oates	APO
Katie Gajdowski	4H
Kendall Rose	4H Youth
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 February 26, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on March 5, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$2,243,034.34 for the period ending March 11, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments:

Official Business:

Mr. Seeley made a motion to approve the payment of the budgeted assessment fee for annual dues to the Pennsylvania State Coroners Association per the invoice amount of \$661.13. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve to add an additional Assistant Coroner Position to the Crawford County Coroner Office. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Meadville Medical Center in the amount of \$750.00 for post-mortem radiology examinations. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Agreement to Retain Solicitor Christopher Ferry for the Office of Clerk of Courts and Clerk of the Orphans' Court for the year 2025 at the rate of \$4000.00 annually. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment to Wilkins Co, Inc. for a new door opening to access the MAT room from medical, in the amount of \$2,45.00. Mr. Schell seconded and the motion carried with Mr. Henry voting against.

Mr. Schell made a motion to ratify the payment to Larry's Tint for an installed tint in the MAT room for HIPPA and security purposes, in the amount of \$432.00. Mr. Seeley seconded and the motion carried with Mr. Henry voting against.

Mr. Seeley made a motion to approval to purchase a Broadcast Content TV from CidSigns for the medical waiting area, which includes the Content Broadcast License, in the amount of \$800.00. Mr. Schell seconded and the motion failed 2-1 with Mr. Seeley voting for.

Mr. Schell made a motion to approve the travel request from Captain Renea McElhinny to attend the National Forensic Social Work Conference in New Orleans, LA, which the conference and meals are being paid for by Slippery Rock University, and the cost for transportation and hotel is in the amount of \$708.00. Mr. Seeley seconded and the motion carried with Mr. Henry voting against.

Mr. Seeley made a motion to approve the purchase of a new hot water booster for the kitchen drawer, in the amount of \$4,720.94. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve to pay invoice for 200 drug patches, 200 overlays for the drug patches, UPS Ground Charges, and the testing of the drug patches, in the amount of \$9,992.97, which will be fully reimbursed by PCCD Drug and Alcohol RIP/IP Grant. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the adoption of the 2025 Assessment roll. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Hagan Business Machines copier maintenance agreement, which will be effective March 27, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the B&A Cleaning Services for 2024 cleaning services at a rate of \$120/week. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the B&A Cleaning Services for 2025 cleaning services at a rate of \$120/week. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to adopt the resolution regarding the Crawford County 2025 Hazard Mitigation Plan. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase from CR Solutions from the COSTARS program, for six replacement dispatch chairs for the 911 center, in the amount of \$11,975.36. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to MCM for work on the Hazard Mitigation Plan, in the amount of \$5,500.00, which is to be reimbursed by PEMA. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval of invoices from the Courthouse Remodeling Project, in the amount of \$132.84. Mr. Schell seconded and the motion carried.

- Home Depot - \$132.84

Mr. Schell made a motion to ratify the approval to pay The EADS Group for design work on the Parking Deck Project, in the amount of \$4,817.40. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to create two Caseworker 1 positions within the Intake Department within the Intake Department. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to hire Mark. A. Johnson to replace 2 panel boxes in Courtroom #1 and Courtroom #2, in the amount of \$11,615.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to pay Greenhill Farms Equipment Inc. for installing a new clutch on the Allis Chalmers tractor at the Fairgrounds, in the amount of \$2,135.80. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to transfer money from the General Fund to the Liquid Fuels Fund, due to the administrative costs exceeding 10% total of the Allocation received in 2024, in the amount of \$6,022.09. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to MG Electric Services for reimbursement #4 & #5 for training wages associated with the Construction Industry Workforce Program, in the amount of \$672.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of Authorization of Travel and Travel Expense Report for Deb Frawley, for travel to Leeper, PA for a broadband meeting. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to send Samantha Travis and Casey Dickson to the Community Development & Housing Practitioner's Conference at the Penn State in State College, May 4-6, 2025, in the amount of \$1,256.72. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify approval of a contract between Crawford County, Ehrgott Building, and Homeowner #013 for home repairs through the Whole Home Repair Program. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition to the City of Titusville for reimbursement of Officer wages and overtime for participation in the Crisis Intervention

Training which was held the week of January 6, 2025, with no cost to the County. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to the City of Titusville for reimbursement of Officer wages and overtime for participation in the Crisis Intervention Training which was held the week of January 6, 2025, with no cost to the County. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition to the City of Titusville for reimbursement of Officer wages and overtime for participation in the Crisis Intervention Training which was held the week of January 6, 2025, with no cost to the County. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the purchase requisition to Family Links for three, three-hour in person Supervisor Trainings on Leadership, Managing Difficult Conversations with Challenging Employees and Accountability, in the total cost to the County of \$351.69. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase requisition to Parkside Psychological Associates, LLC for the Trainer that provided training during the Crisis Intervention Training which was held the week of January 6, 2025, with no cost to the County. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the acceptance of \$250,000 additional reallocation of funding in the SWAN budget through March due to experiencing an increase in children placed in substitute care, with no County match. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Biomerieux for 30 Biofire RP2 EZ Panel Tests, in the amount of \$6,630.00. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment to CC Human Services for the 2024 Adjusted County Match, in the amount of \$26,535.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to HSBG/EI for the FY24-25 Q2 Match MH/ID/EI, in the amount of \$66,172.30. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to DonovanBauer Auto Group for the purchase of a 2020 Dodge Ram, in the amount of \$28,400.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment to DELL for the purchase of a Latitude 3340 Laptop, Monitor, Dock, in the amount of \$1,251.18. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment to CDWG for a Flatbed Scanner, in the amount of \$2,473.75. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment to Amazon.com for the purchase of a ViewSonic 22 Inch Monitor, in the amount of \$257.97. Mr. Schell seconded and the motion carried.

Mr. Seeley made a motion to approve the Pennsylvania 4H Week 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 informed the public that the ballot lottery drawing would be next Wednesday in the Commissioners' Conference Room at 12:00PM, he stated that representatives and those running were welcome to join. Mr. Seeley then wished Crawford County a Happy 225<sup>th</sup> Birthday, along with the surrounding counties that shared the same day. Mr. Schell reminded everyone to use caution while burning since the weather has warmed as there were already several brush fires in the County. Mr. Henry stated that himself and the other Commissioners have attended township meetings and wanted to mention how much he appreciates the townships for their hard work.

Mr. Schell made a motion to adjourn the meeting at 9:54 AM. Mr. Seeley seconded and the motion carried.

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Eric Henry, Chairman

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Scott T. Schell, Commissioner

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Christopher R. Seeley, Commissioner