

The Crawford County Board of Commissioners met on Wednesday, October 22, 2025 for a regular meeting, with the following present:

Eric Henry	Chairman
Scott T. Schell	Commissioner
Christopher R. Seeley	Commissioner
Brittany Johnston	Chief Clerk/HR
Monica Confer	Secretary
Stephanie Franz	CFO
Keith Button	Solicitor
Dave Powers	Sheriff
Mark Phelan	Maintenance
Sue Watkins	Human Services
Greg Beveridge	Public Safety
Heidi Shiderly	Courts
Wes Rowden	Public Defender
Denise Stanton	HR/Payroll
Ann Knot	Planning
Chloe Forbes	Meadville 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 October 8, 2025. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the minutes from the work session on October 15, 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the payment of bills in the amount of \$2,198,340.63 for the period ending October 21, 2025. Mr. Seeley seconded and the motion carried.

Executive Sessions:

Public Comments:

Official Business:

Mr. Seeley made a motion to ratify the purchase of 35 flat panel 2x2 LED lights installed by maintenance for \$1784.65. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to The Meadville Tribune for the advertising of the 2025 Tax Upset Sale on August 13, 2025, in the amount of \$7,312.25. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve payment to Infocon Corporation for the printing and postage for the mailing of the Notice of Sale, as required by statute, for the 2025 Tax Upset Sale in the amount of \$44,868.74. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve an annual contract with Hagan Business Machines of Meadville for the Toshiba copier # 5742. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the payment of \$900 to AXON Enterprises for the purchase of 20 Taser Cartridges needed for recertification. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to enter into a 3-year Extended Maintenance Agreement with Secure Technology Value Solutions. The cost of the EMA is \$33,800 to be paid with the commissary fund. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the purchase of 2026 filing system supplies (folders, labels etc.) from AVAIL Business Systems Inc. for \$2,078.82. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the approval of invoices from Courthouse Remodeling Project Courtroom #3 - \$3,665.51 Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay CPS Construction Group for Pay Application #3 on the Parking Deck Rehab Project- \$18,136.40. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay Stark Tech Operating Company LLC – service agreement for the Judicial Center - \$2,500.00 Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the repair of the PSB Building generator exhaust at a cost of \$1,242.00 by Spaeder Company. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the quote for the installation of the electric service to the Greiser Rd. tower shelter at a cost of \$9,150.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the costs associated with the loading/transportation/offloading of a tower shelter donated by the PA Game Commission at a cost of \$17,130.00. This shelter will be used at the Sugar Lake tower site. This shelter will be transported from Waterford, PA to the fairgrounds tower site for storage until the Sugar Lake site development is complete. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the DHS Annual Notification Form for 2026 Assisted Outpatient Treatment. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the MH/ID Compensation Plan for 2025. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to approve the Purchase Requisition for Meadville-Western Crawford County Chamber of Commerce (Leadership Meadville for Alecia Palmer). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of CYS/JP Contract FY 25/26 with Community Options, Inc. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of CYS/JP Contract FY 25/26 with Cornell Abraxas Group, LLC. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to approve the payment to Assured Partners, invoice # 159517 for Volunteer Insurance for 10/2/2025 to 10/2/2026 in the amount of \$1,079.85. Mr. Schell seconded and the motion carried

Mr. Schell made a motion to approve the payment to Penn State Extension for 4th Quarter Budgeted Appropriation in the amount of \$72,500.00. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Ferguson Construction Company for reimbursement (#6 & #7), totaling \$1,400.00, for training wages associated with the Workforce and Retention Program (WARP). This will be paid for from the Whole Home Repair Program (WHRP). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval of payment to Vogt Heating & Cooling for reimbursement (#9), totaling \$1,600.00, for training wages associated with the Workforce and Retention Program (WARP). This will be paid for from the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval of payment to Ron Verka Home Inspection Services for \$800.00 for home inspections for Whole Home Repair Program (WHRP) project #037 and #039. This item will be paid for from the Whole Home Repair Program (WHRP). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for approval to pay invoice #4497 from the City of Meadville for \$18,040.63 for 2025 Q3 code enforcement wages. This item is to be paid for out of the FY 2023 City of Meadville CDBG. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for approval to pay partial invoice #5809 from the Meadville Tribune for \$327.50 for the 2nd Public Hearing Notice for proposed 2025 CDBG projects. This item is to be paid for out of the FY 2021 County CDBG. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for the approval of a resolution appointing Samantha Travis, Interim Planning Director, to the Northwest Regional Planning Organization's Transportation Advisory Committee (TAC) as a voting member to represent Crawford County. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to for the approval of resolution authorizing the submission of the FY 2025 Community Development Block Grant (CDBG) application to the Pennsylvania Department of Community and Economic Development (DCED). Mr. Schell seconded and the motion carried.

Mr. Schell made a motion for the approval of a resolution appointing Samantha Travis the Environmental Review Certifying Officer for the county's U.S. Department of Housing and Urban Development (HUD) funded projects. Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion for the approval of a resolution authorizing signatory power to the Deputy Chief Financial Officer, Denise Mason, for the Community Development Block Grant (CDBG) on behalf of the Crawford County Board of Commissioner's. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the approval of payment of invoice #270 from Ehrgott Builders for \$24,241.56 for completed housing rehab work for Homeowner #012. This item will be paid for out of the Whole Home Repair Program (WHRP). Mr. Seeley seconded and the motion carried.

Mr. Seeley made a motion to ratify the approval of a Subrecipient Agreement between Crawford County and Allegheny College that establishes terms and conditions under which Crawford County will reimburse Allegheny College for eligible project expenses through the Appalachian Regional Commission (ARC) Grant. Mr. Schell seconded and the motion carried.

Mr. Schell made a motion to ratify the payment for the November Health Insurance Premium for \$357,885.56. There were adjustments for September in the amount of \$8.21. Mr. Seeley 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 stated that the last day to apply for a mail-in ballot is October 28th. Apply in person or online. Mr. Seeley would also like to recognize Planning Director Zach Norwood, and his contributions to the county. He will be missed, as he is leaving at the end of this week and moving on to a position with the Commonwealth. Mr. Schell echoed Mr. Seeleys remarks about Zach. He will be missed. We wish him the best and look forward to working with Samantha. He also states that Trick or Treat is coming up next Thursday and to be safe. Mr. Henry stated he would like to thank the Crawford Central School Board for inviting them to their Work Session and taking the time to listen to them speak about the First Responder Tax Rebate Program. He stated it may be a small token of money if passed but gives recognition to first responders and volunteer firefighters and may draw in more people to volunteer. Mr. Henry would like to encourage other school districts to consider the program and stated the Commissioners would be willing to go to other school board meetings to speak about it as well

Mr. Schell made a motion to adjourn the meeting at 9:47 AM. Mr. Seeley seconded and the motion carried.

Eric Henry, Chairman

Christopher R. Seeley, Commissioner

Scott T. Schell, Commissioner