

***Crawford County Commissioners***  
***WORK SESSION***

October 1, 2025~ 9:30 am

**Please turn Cell Phone Ringers to Silent!**

**1. TAX CLAIM: Christine Krzysiak**

- A. **RATIFY** the contract with Trace Auction Service to perform the auction of the Tax Upset Sale properties on September 26, 2025.

**2. SHERIFF: Dave Powers**

- A. Approve 2026 Contract with Noah Erde for Solicitor services \$7000.00 yr  
B. Approve Change in Civil Process fees to begin 01/02/2026

**3. DOMESTIC RELATIONS: Shannon McGill**

- A. **RATIFY** the IV-D Attorney Contract commencing October 1, 2025- September 30, 2030  
B. **RATIFY** the Substitute IV-D Attorney Contract commencing October 1, 2025- September 30, 2030

**4. IT: Tim Brown**

- A. **RATIFY** the purchase of 23 MS Exchange Online licenses for \$7,731.68. This is not a budgeted item.  
B. Request to approve to purchase 7 Cisco Desktop Phones from AHEAD for \$1,355.55. This is not a budgeted item.  
C. Request to purchase Cables and other hardware from Amazon for District Court Meadville move to Courthouse for \$564.71. This is not a budgeted item.

**5. APO: Trevor Oates**

- A. **RATIFY** the quote approval in the amount of \$7,590.00 for the purchase of 22 - Smith & Wesson 9 mm Pistols for the Adult Probation/Parole Office. This will be paid for by the President Judge's County Supervision Fee Restricted Receipt Account. This was not budgeted.  
B. **RATIFY** the quote approval in the amount of \$3,885.48 for the purchase of 22 – Holsters to be used with the new Smith & Wesson pistols for the Adult Probation/Parole Office. This will be paid for by the President Judge's County Supervision Fee Restricted Receipt Account. This was not budgeted.  
C. Approve the county to reimburse the City of Meadville in the amount of \$6,582.00 for the 2025 Livescan Annual maintenance fee. This will be coming out of the line item titled Central Booking Fee (215-11-4184-2304-00) – This was a budgeted item.

**6. MAINTENANCE: Mark Phelan**

- A. **RATIFY** Approval of invoices from Courthouse Remodeling Project – Courtroom #3 - \$265.17
- Ace Contractor Center - \$98.93
  - The Home Depot - \$166.24

- B. **RATIFY** Approval of invoices from Courthouse Remodeling Project- IT Office- Annie's Flooring- \$1,083.60
- C. **RATIFY** Approval to pay David Laird Associates, Inc.– to close out a NPDES permit – \$6,375.00

**7. PUBLIC SAFETY: Greg Beveridge**

- A. Approve the renewal of the scheduling software annual agreement with Pace at a cost of \$2,240.00. This is a budgeted item.
- B. Approve the renewal of a preventative maintenance agreement with Scobell company for the building HVAC system at a cost of \$2,480. This is a budgeted item.
- C. Approve the replacement of the Network Video Recorder for the surveillance cameras at a cost of \$7,875.00. supplied and installed by Mobilcom. End of life/Windows 10 platform. This is not a budgeted expense.
- D. Approve the maintenance agreement with Hagan Business Machines for the HP office machine at the PSB. This is a budgeted item.
- E. Approve the replacement of a 4 channel Antenna combiner at the Dutch Hill tower site. The current piece of equipment is failing and beyond repair. (installed in 1998) This is a budgeted item.
- F. Approve the payment of \$11,530.00 to Mobilcom for costs associated with the transportation and off loading of the tower shelter for the Greiser Rd. tower project. This is a budgeted expense.
- G. Approve the Mobilcom supplied installation of chain link fencing and gates at the Greiser Rd. tower project at a cost of \$24,325.00. This is a budgeted expense.
- H. Approve the payment of \$16,825.00 to Mobilcom for the ice bridge between the antenna and tower shelter and installation of the underground grounding ring at the Greiser Rd tower project. This is a budgeted expense.
- I. Approve the finishing work of the Greiser Rd tower site compound by Mobilcom at a cost of \$12,888.00. This is a budgeted expense. (geogrid and gravel)
- J. Approve the payment of \$38,695.00 to Mobilcom for the relocation of the Government West and Police West channels from the Agnew Rd tower site to the Greiser Rd tower site. This is a budgeted expense.

**8. HUMAN SERVICES: Sue Watkins**

- A. Other:
  - MATP Cost Report for FY 24/25
  - MOU with Joseph C. Barnhart for FY 25/26
  - Purchase Requisition – Leonard's Auto (Repairs for #19)
- B. CYS/JP Contracts FY 25/26
  - Pressley Ridge
  - The Bair Foundation of Pennsylvania
- C. Same Rates as Prior Year
  - CYS/JP Contracts FY 25/26
    - Edmund L. Thomas Adolescent Center
  - MH/ID/EI Contracts FY 25/26
    - E Wachter Early Intervention Services, LLC
    - Touch-Stone Solutions, Inc.

**9. FINANCE: Stephanie Franz**

A. Approve the following:

1. Crawford County Solid Waste	2025 Budgeted Allocation	\$ 80,000.00
2. Drug & Alcohol	6/2025 Pass Through Grant	\$120,586.20

**10. PLANNING: Zach Norwood**

- A. Request approval of payment to Vogt Heating & Cooling for reimbursement (#8), totaling \$1,600.00, for training wages associated with the Workforce and Retention Program (WARP). This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- B. Request approval of payment to Ferguson Construction Company for reimbursement (#5), totaling \$711.00, for training wages associated with the Workforce and Retention Program (WARP). This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- C. Request approval of payment to MG Electric Services for reimbursement (#4), totaling \$1,422.00, for training wages associated with the Workforce and Retention Program (WARP). This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- D. Request approval of payment of Pay App #1 from Genesis Roofing & Construction totaling \$225,540.00 for construction at the Meadville Central Fire Station. This is a non-budgeted item. This item will be paid for out of:
- \$161,873.97 – FY 2021 CDBG Meadville Central Fire Station Roof Replacement
  - \$63,666.03 – FY 2022 CDBG Meadville Central Fire Station Roof Replacement
- E. Request approval of a Cooperation Agreement between Crawford County and Crawford County Career and Technical Center for the completion, management, and reporting of activities funded under the Appalachian Regional Commission (ARC), titled Local Industry Fundamental Training (LIFT) Program.
- F. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and East Mead Township.
- G. Request approval of an Intergovernmental Cooperation Agreement between Crawford County and North Shenango Township.
- H. **RATIFY** approval of payment of Invoice #297-15 from Sturdy Boots for \$8,298.75 for completed housing rehab work for homeowner #035. This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).
- I. Approval of a resolution establishing the fee structure for the Crawford County Subdivision and Land Development Ordinance and Planning Office services.

**11. HR: Brittany Johnston**

- A. Approve two payments to Crown Benefits Administration for runoff health insurance:
- invoice #250916583906 in the amount of \$15,085.17
  - invoice #250923585925 in the amount of \$2,381.97

**12. COMMISSIONERS: Brittany Johnston**

- A. **RATIFY** the appointment of Austin R. Rock to serve on the NWPA Job Connect Board for a four-year term effective September 17, 2025 expiring September 17, 2029.
- B. **RATIFY** Sub-Agreement for Administration of the State Food Purchase Program between the Board of Commissioners of Crawford County and the Center for Family Services, Inc.
- C. **Notifications:**
  - 1. Notification from Rosewood Tower Consulting on behalf of the Conneaut Lake Municipal Joint Authority regarding their intent to apply to PA DEP for a Water Quality Management permit. The proposed project involves upgrading a Sequencing Batch Reactor (SBR) system to meet the new CBOD5 limits outlined in the recent NPDES permit. The project includes the demolition of the old Conneaut Borough WWTP and the addition of two SBR tanks with ancillaries, post EQ tank, and post EQ pumps. Activities to take place in Sadsbury Township.
  - 2. Notification from Darly & Renee Miller regarding their intent to apply to PA DEP for NPDES permitting. The permit allows the discharge of treated sewage to surface waters of the Commonwealth and/or the construction of the facility. The proposed activities will take place in Greenwood Township.
  - 3. Notification from Frances & Timothy Marziarz regarding their intent to apply to PA DEP for NPDES permitting. The permit allows for the discharge of treated sewage into the surface waters of the Commonwealth and/or construction of the facility. The proposed activities will take place in Woodcock Township.

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**2025 Upcoming Events:**  
October 8, 2025 Full Session  
October 15, 2025 Work Session  
October 22, 2025 Full Session  
November 5, Work Session

PUBLIC COMMENT:

COMMISSIONER COMMENTS:

ADJOURN: