

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING
April 23, 2025 ~ 9:30 am
Please Turn Cell Phone Ringers to Silent

1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE FULL SESSION MEETING ON MARCH 9, 2025.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON APRIL 16, 2025.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF **TBD** FOR THE PERIOD ENDING APRIL 22, 2025.
5. EXECUTIVE SESSIONS:
6. PUBLIC COMMENT: Denny Puko

(Reminder the time limit for individual comment is 3 minutes; total comment period is 30 minutes. Anyone requesting to be placed on the Regular Meeting AGENDA must specifically state their topic and restrict their comments to the County matter that is on the published agenda items or that can be reasonably expected to be a future actionable item by the Board of Commissioners.)

7. CORONER: Eric Coston

- A. **RATIFY** the contract and request for payment of the 2025 Forensic Pathologist retainer fee, in the amount of \$10,000.00 to be paid per the contract with Erie County Coroner's Office. This is a budgeted item.

8. CCCF: Jack Greenfield

- A. **RATIFY** the payment of \$713.85 for replacement of the perimeter lights timer. This is not a budget item.
- B. **RATIFY** the payment of \$1639.00 for repair of BLN failure and table and loader services of CCCF's HVAC computer system. This is not a budget item.
- C. **RATIFY** the payment of \$561.66 for emergency repairs of the sally port door. The snow plow backed into to the door on 1/4/25. This is not a budget item.

9. COURTS: Heidi Shiderly

- A. Approve payment of \$834 to Stenograph for one year of Catalyst EDGE software for court reporter.

10. MAINTENANCE: Mark Phelan

- A. **RATIFY**-Approval of invoices from Courthouse Remodeling Project - \$5,241.60
 - 1. Ace Contractor Center - \$108.13
 - 2. Annie's Flooring - \$4,979.40
 - 3. The Home Depot - \$66.69
 - 4. Sherwin-Williams - \$87.38
- B. Approval to pay Tractor Supply – for an air compressor at the Fairgrounds - \$599.00
- C. Approval to pay The EADS Group – for Wightman Rd – Bridge # 14 - Estimate # 28 – Part I - \$5,818.40 – This will be paid by Liquid Fuels monies
- D. Approval to pay Brian J. Noah – for Professional Services from 3/1/25 – 3/31/25 - \$738.00
- E. Approval to pay The EADS Group – Engineering services on Parking Garage Renovation - \$130.00
- F. Approval to pay David Laird Associates, Inc. – to close out the NPDES permit for the parking lot projects - \$6,375.00
- G. Approval to pay Russell Standard – to crack seal the parking lots at the Jail - \$12,899.04

11. PLANNING: Zach Norwood

- A. Request approval for payment to MG Electric Services for reimbursement (#6 & #7), totaling \$1,000.00, for training wages associated with the Construction Industry Workforce Program (CIWP). This is a non-budgeted item. It is to be paid for out of the Whole Home Repair Program (WHRP).
- B. Request approval for payment to Vogt Heating & Cooling for reimbursement (#29 & #32), totaling \$968.00, for training wages associated with the Construction Industry Workforce Program (CIWP). This is a non-budgeted item. It is to be paid for out of the Whole Home Repair Program (WHRP).
- C. Request approval to pay Invoice #4353 from the City of Meadville in the amount of \$10,106.45 for reimbursement of Code Enforcement wages. This is a non-budgeted item. It is to be paid for out of FY 2022 City of Meadville CDBG.
- D. Request approval of Travel Request (Hotel Only) for Zachary Norwood for the Planning Conference and Planning Director's meeting in Harrisburg, PA. This is a budgeted item. It is to be paid for out of the General Fund.
- E. Request approval of an ordinance adopting the 2025 Crawford County Subdivision and Land Development Ordinance.

- F. Request approval of a contract between Crawford County, Sturdy Boots Construction, and Homeowner #027 for home repairs through the Whole Home Repair Program.
- G. Request approval of a proclamation recognizing April 21 through April 25 as National Community Development Week.
- H. **RATIFY** approval of a contract between Crawford County, Fuller Building Group, and Homeowner #029 for home repairs through the Whole Home Repair Program.
- I. **RATIFY** approval of Pay App #1 from QRS Construction in the amount of \$20,911.12 for completed rehab work for Homeowner #006. This is a non-budgeted item. It is to be paid for out of the Whole Home Repair Program.
- J. **RATIFY** approval of Invoice #1 from Ehrgot Building in the amount of \$21,374.71 for completed rehab work for Homeowner #014. This is a non-budgeted item. It is to be paid for out of the Whole Home Repair Program.
- K. **RATIFY** approval of payment to Sturdy Boots Construction totaling \$27,444.37 for completed rehab work for:
 - 1. Homeowner # 001: \$19,313.75
 - 2. Homeowner #035: \$8,130.62
 This is a non-budgeted item. It is to be paid for out of the Whole Home Repair Program.

12. HUMAN SERVICES: Sue Watkins

- A. Other:
 - 1. BHC Advanced Services, Inc. Amendment 1 for FY 24/25
 - 2. HSBG I&E Report for FY 23/24
 - 3. **RATIFY** – Personnel – Appointment of Brian Setta to newly created Program Manager of Compliance and Quality Position, Effective 4/21/25
 - 4. Personnel – Creation of Five Intake CW1 Positions and Five Ongoing CW1 Positions
 - 5. **RATIFY** – Purchase Requisition – Griffin Motors (2020 Chrysler Voyager Minivan)
 - 6. Purchase Requisition – The Welcome Project PA (LGBT+ Competency, Allyship and Shared Language Training)
- B. CYS/JP Contracts FY 24/25
 - 1. **RATIFY** - Appalachian Youth Services, Inc. – Amendment F-1

13. FINANCE: Stephanie Franz

A. CHS	184	MATP Jan & Feb 2025 Trips	\$111,160.00
B. Penn State Ext		Q2 2025 Budgeted Allocation	\$ 72,500.00

14. SHERIFF: Dave Powers

A. 2019 Van Inspection/ Front and Rear Brakes, in the amount of \$860.26

15. HUMAN RESOURCES: Brittany Johnston

- A. **RATIFY** the payment for the May Health Insurance Premium for \$369,232.13.
- B. **RATIFY** the 2024-2025 PCORP Loss Prevention Grant Application for \$35,000 for multiple safety improvement projects.

16. COMMISSIONERS: Courtney Stirling/Chris Seeley

- A. Approve the following MOU’s for the Emergency Medical Services Opioid Incentive Program.
 - 1. Titusville Fire Department
- B. Remake Learning Days Proclamation

17. NEW HIRES/TRANSFERS:

18. COMMISSIONERS INFORMATION AND UPDATES:

Work Sessions will be held on the 1st and 3rd Wednesdays of each month at 9:30 am in the Commissioners’ Office and Full Meetings will be held on the 2nd and 4th Wednesdays of each month at 9:30 am in the Commissioners’ Office. Any adjustments to the schedule will be advertised in advance in the Meadville Tribune along with notification on the preceding agenda with the exception of emergency changes.

2025 Upcoming Events:
 May 7, 2025 – Work Session
 May 14, 2025 – Full Session
 THURSDAY May 22, 2025 – Work Session
CLOSED - May 26, 2025 – Memorial Day

COMMISSIONER COMMENTS:

ADJOURN: