

**AGENDA**  
**CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING**  
**July 23, 2025 ~ 9:30 am**  
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1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE FULL SESSION MEETING ON JULY 9, 2025.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON JULY 16, 2025.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF **TBD** FOR THE PERIOD ENDING JULY 22, 2025.
5. EXECUTIVE SESSIONS:
6. PUBLIC COMMENT:

(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. **CONSERVATION DISTRICT: Tracey Crawford**
  - A. Reauthorize the Crawford County Agricultural Land Preservation Program January 1, 2026 to December 31, 2032 (7 years)
8. **CCCF: Jack Greenfield**
  - A. **RATIFY** the purchase 2 PACS units to be purchased from CRAFTMASTER Hardware, in the amount of \$3869.55 each for a total of \$7739.10, which is to be paid from Commissary Funds. This is not a budgeted item.
9. **COURTS: Heidi Shiderly**
  - A. **RATIFY** service agreement with Vanderhoof Heating for MDJ Titusville Office for semi-annual servicing of heating and air conditioning, including free filter replacement and belt inspection at a cost of \$373.50 every six months.
10. **PUBLIC SAFETY: Greg Beveridge**
  - A. Approve the annual renewal for the Public safety building visitor registry at a cost of \$828.00 to the Honeywell-Sine Group. **This is a budgeted expense.**
  - B. Approve the agreement with PSP for use of the tower shelter and generator at the Taylor Stand Rd tower site. 99-year lease agreement at no expense to Crawford County.

**11. MAINTENANCE: Mark Phelan**

- A. Approval to pay Brian J. Noah, Project Manager – Professional Services from 6/1/25 to 6/30/25 - \$1,075.50

**12. PLANNING: Zach Norwood**

- A. Request approval for payment to MG Electric for \$1,440.00 for reimbursement (#1) for training wages associated with the Workforce and Retention Program (WARP). This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
- B. Request approval to pay invoice #57197 from Vogt Heating & Cooling in the amount of \$2,990.00 for reimbursement for training wages associated with the Workforce and Retention Program (WARP) and the Construction Industry Workforce Program (CIWP). This is a non-budgeted item. This item is to be paid for out of the Whole Home Repair Program (WHRP).
  - 1. \$640.00 (#34 & 37) – Construction Industry Workforce Program (CIWP)
  - 2. \$2,350.00 (#1 & #2) – Workforce and Retention Program (WARP)
- C. Request approval to pay invoice #4435 from the City of Meadville in the amount of \$13,131.32 for 2025 Q2 code enforcement wages. This is a non-budgeted item. This item is to be paid for out of:
  - 1. \$12,626.48 – FY 2022 City of Meadville CDBG
  - 2. \$504.84 – FY 2023 City of Meadville CDBG
- D. Request approval to pay partial invoice #1032854 from The Meadville Tribune in the amount of \$1,878.15 for Stone Memorial Invitation for Bid #2, 504 & Fair Housing Notices. This is a non-budgeted item. This item is to be paid for out of FY 2021 County CDBG.
- E. Request approval to submit a \$3 million grant application to the Commonwealth Finance Authority for their Multimodal Transportation grant to extend the Bessemer Trail toward the Crawford Business Park. Approval via resolution authorizes the County Planning Office to apply, partner with the Economic Progress Alliance of Crawford County to act as a project manager, and pay the \$100 application fee. There is no match required for this grant.

**13. HUMAN SERVICES: Sue Watkins**

- A. Other:
  - 1. Purchase Requisition – The Welcome Project PA (June 17<sup>th</sup> Panel with Moderator)
- B. CYS/JP Contracts FY 24/25
  - 1. Community Options, Inc.
- C. CYS/JP Contracts FY 25/26
  - 1. Outside In School of Experiential Education, Inc.

**14. FINANCE: Stephanie Franz**

- A. **RATIFY** the MaherDuessel Audit Engagement Letter

**15. HR: Brittany Johnston**

- A. **RATIFY** the payment for the August Health Insurance Premium for \$364,876.85. There were adjustments for June in the amount of -\$208.54.

**16. COMMISSIONERS: Eric Henry**

- A. Approve the Intergovernmental Cooperation Agreement for the PIMCC Program Resolution.

**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 Conference Room and Full Meetings will be held on the 2nd and 4th Wednesdays of each month at 9:30 am in the Assembly Room. 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.\*\*\*

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**2025 Upcoming Events:**

August 6, 2025 – Work Session  
August 13, 2025 – Full Session  
August 20, 2025 – Work Session  
August 27, 2025 – Full Session

**COMMISSIONER COMMENTS:**

**ADJOURN:**