

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING
June 25, 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 JUNE 11, 2025.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON JUNE 18, 2025.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF TBD FOR THE PERIOD ENDING JUNE 24, 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. VETERAN'S SERVICES: Tony Digiacomio

- A. Approval to extend the Copier Maintenance and supply Agreement with Hagan Business Machines. It is Budgeted.

8. APO: Trevor Oates

- A. Request to pay invoice to the City of Meadville for \$2,000.00 for the use of John Holt Pistol Range. This is in our budget.

9. DOMESTIC RELATIONS: Carla Smith

- A. **RATIFY** Hagan Business Machines monthly counts for two copiers @ \$.0081 per page black, \$.0460 per page color billed monthly based on meter readings.

10. CCCF: Jack Greenfield

- A. **RATIFY** the purchase of a new industrial washing machine to replace a non-repairable one, in the amount of \$3,500.00. To be purchased from Pittsburgh Laundry and paid from the commissary fund. This is not a budgeted item.
- B. **RATIFY** the purchase of recruitment space in the Area Shopper to run for two weeks, in the amount of \$572.80. This is a budget item.
- C. **RATIFY** the payment of \$145 to Siemens Industry Inc. Payment is needed for a difference between the quote and actual invoice. This is not a budget item.

11. PROTHONOTARY: Emmy Arnett

- A. **RATIFY** Hagan business machines yearly contract for model M452dn Serial #VND3M00251

12. ITS: Tim Brown

- A. Request to purchase a new ViewSonic Projector from Amazon for county use. Cost is **\$649.99**. This is not a budgeted item.

13. PUBLIC SAFETY: Greg Beveridge

- A. Approve the payment of \$867.00 to Scobell Company for the rebuild of a rooftop HVAC unit motor. **This is not a budgeted expense.**
- B. Approve the payment of 874.50 to Prosek's Inspection for the Greiser Rd Tower project building permit.
- C. Approve the purchase of the Comms Coach Quality Assurance system from GOVWORKX for a period from July 01st to December 31st at a cost of up to \$14,875.00.
1. Approve the purchase of the Comms Coach Quality Assurance system from GOVWORKX for a period from January 01st, 2026 to December 31st, 2026 at a cost of \$27,750.00. These are not currently budgeted expenses.

14. MAINTENANCE: Mark Phelan

- A. **RATIFY** - Approval of invoices from Courthouse Remodeling Project - \$350.00
- R.W. Construction - \$350.00
- B. **RATIFY** Trinity Door Systems, Inc.- service call for front doors at Judicial Center - \$657.50
- C. Approval to pay The EADS Group – engineering services on rehab of Bridge # 11 – Plank Rd - \$69,000.00 - This will be paid by Act 13 monies
- D. Approval to pay Bobcat of Erie – for a soil conditioner attachment - \$10,657.14 – This will be paid by a safety grant

15. PLANNING: Zach Norwood

- A. Request approval for payment to Ferguson Construction Company for reimbursement (#16) & tool purchase, totaling \$737.00, for training wages & tools associated with the Construction Industry Workforce Program (CIWP).
1. Training Wages: \$512.00
 2. Tool Purchases: \$225.00
- This is a non-budgeted item. This item will be paid for from the Whole Home Repair Program (WHRP).

- B. Request approval to pay partial invoice #1032854 from The Meadville Tribune in the amount of \$2,403.25. This is a non-budgeted item. This item is to be paid for out of:
 - 1. \$1,318.00 – Stone Memorial Invitation for Bid – FY 2021 County CDBG
 - 2. \$386.25 – FY 2025 CDBG 1st Public Hearing County – FY 2021 County CDBG
 - 3. \$348.00 – FY 2021 CDBG 1st Public Hearing Meadville – FY 2021 Meadville CDBG
 - 4. \$351.00 – FY 2022 CDBG 1st Public Hearing Titusville – FY 2022 Titusville CDBG
- C. Request approval of payment of the Crawford Inspired Mini-Grant reimbursement request from Cochranon Borough in the amount of \$2,694.00 for children’s ADA picnic tables at Lion’s Park. This is a non-budgeted item. It is to be paid for out of the Crawford Inspired Mini-Grant Program (WHRP).
- D. Request approval to pay invoice #891 from the Northwest Commission in the amount of \$13,960.30 for a match commitment for the Safety Action Plan project.
- E. Request approval of a Memorandum between Crawford County and Crawford County Mental Health Awareness Program, Inc., regarding Department of Housing and Urban Development (HUD) funded Continuum of Care (CoC) activities through the Department of Economic and Community Development (DCED).
- F. **RATIFY** approval of a Workforce and Retention Program Agreement between Crawford County and Ferguson Construction Company to provide twenty-four (24) weeks of on-the-job training. This is to be paid for out of WARP funds.
- G. **RATIFY** approval of a Workforce and Retention Program Agreement between Crawford County and MG Electrical Services, LLC. to provide twenty-four (24) weeks of on-the-job training. This is to be paid for out of WARP funds.
- H. **RATIFY** approval of a two (2) separate Workforce and Retention Program Agreements between Crawford County and Vogt Heating & Cooling to provide twenty-four (24) weeks of on-the-job training. This is to be paid for out of WARP funds.

16. HUMAN SERVICES: Sue Watkins

A. Other:

- 1. Avanco International, Inc. CAPS Data Extract Procedure
- 2. Horizon Information Systems, Inc.’s Maintenance, End User License and Backup Agreements for FY 25/26
- 3. Purchase Requisition – CIT International (Registration for CIT Program Certification)
- 4. Purchase Requisition – Crawford Central School District (April – June Transportation for CH)
- 5. Purchase Requisition – Crawford Central School District (April – June Transportation for JD and ND)
- 6. Social Data Analytics, LLC FY 24/25 Purchase of Service Agreement
- 7. Social Data Analytics, LLC FY 25/26 Purchase of Service Agreement

- B. CYS/JP Contracts FY 24/25
 - 1. Familylinks, Inc. – Amendment F-1
- C. MH/ID/EI Contracts FY 24/25
 - 1. Always On Our Own, Inc. – Amendment C-2
- D. CYS/JP Contracts FY 25/26
 - 1. Families United Network, Inc.
 - 2. New Life Adolescents, LLC
- E. MH/ID/EI Contracts FY 25/26
 - 1. Bright Life Pathways
- F. Professional Contracts FY 25/26
 - 1. Sign Language Interpreting Professionals, LLC
- G. Same Rates as Prior Year
CYS/JP Contracts FY 25/26
 - Hope's Haven Residential Services, LLC
 - Lisa Pierro
Professional Contracts FY 25/26
 - Preventative Aftercare, Inc.
 - Regional Counseling Center, Inc
MH/ID/EI Contracts FY 25/26
 - Counseling and Assessment Services, LLC

17. TREASURER/TAX CLAIM: Christine Krzysiak

- A. Approval to pay Infocon Corporation Invoice #ICOXT0007006 in the amount of \$37,687.55 for printing and postage for the 2024 Notice of Claim mailing. This is a budgeted item and will be added as a cost to the delinquent tax balance of the property owners.

18. HR: Brittany Johnston

- A. Approve the payment to PCHIPC in the amount of \$110,522.28. This is for recouping Highmark run-out claims credits from 1/1/2025 – 3/31/2025.
- B. **RATIFY** the payment for the July Health Insurance Premium for \$367,487.59.

19. COMMISSIONERS: Courtney Stirling

- A. **RATIFY** the Sprague Operating Resources LLC contract and sales agreement for natural gas for 24 months at multiple County locations.

20. NEW HIRES/TRANSFERS:

21. COMMISSIONERS INFORMATION AND UPDATES:

Work Sessions will be held on the 1st and 3rd Wednesdays of each month at 9:30 am in the Assembly 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.

2025 Upcoming Events:

July 2, 2025 – Work Session

CLOSED – July 4, 2025 – Independence Day

July 9, 2025 – Full Session

July 16, 2025 – Work Session

COMMISSIONER COMMENTS:

ADJOURN: