

AGENDA
CRAWFORD COUNTY BOARD OF COMMISSIONERS MEETING
May 14, 2025 ~ 9:30 am
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1. PLEDGE OF ALLEGIANCE
2. APPROVE THE MINUTES FROM THE FULL SESSION MEETING ON APRIL 23, 2025.
3. APPROVE THE MINUTES FROM THE WORK SESSION ON MAY 7, 2025.
4. APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF **TBD** FOR THE PERIOD ENDING MAY 13, 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. CCDAEC and DDAP: [Jim Glatch](#)

- A. Opioid Settlement Projects
- B. **RATIFY** the current 5-year grant agreement with the County be extended for 6 months.

8. DOMESTIC RELATIONS: [Carla Smith](#)

- A. **RATIFY** \$200.00 for a booth at the County Fair to promote child support awareness.

9. GIS: [Janet Coursen](#)

- A. Approval of payment to ESRI for the annual software maintenance agreement, in the amount of \$58,500.00. This is a budgeted item.

10. CCCF: [Jack Greenfield](#)

- A. **RATIFY** the payment of \$3630 to Canadohta Security for 3 additional Restricted Housing Unit Cameras. This is an addition to the 12 originally approved Restricted Housing Unit Cameras. The additional 3 is for the Female Restricted Housing Unit Cameras.

11. ITS: Tim Brown

- A. Request to upgrade the Armstrong Internet Service from Zoom Pro 100 to Zoom Pro 200. This will help provide adequate internet services for the Backup 911 Site. Costs will increase from \$79.95 a month to **\$124.95** a month. This is not a budgeted item.
- B. Request to renew Firewall license for the Backup 911 Site for 45 months (to align with other county firewalls) from AHEAD (Sophos) for **\$1,252.05**. This is not a budgeted item.

12. PUBLIC SAFETY: Greg Beveridge

- A. Approve the installation of two propane fuel tanks for the generator at the backup site. Work and equipment performed by Suburban propane at a cost of \$1,853.85. **This is not a budgeted expense.**
- B. Approve the annual maintenance and software license renewal for Priority Dispatch corporation at a cost of \$18,360.00 **This is a budgeted expense.**
- C. Approve the annual payment for the Genasys Mass Notification System at a cost of \$1,947.00. **This is a budgeted expense.**
- D. Approve the payment of \$5,387.62 to MCM consulting for the Hazard Mitigation plan. This will be reimbursed by PEMA/FEMA.

13. MAINTENANCE: Mark Phelan

- A. **RATIFY** Approval of invoices from Courthouse Remodeling Project - \$499.16
 - 1. The Home Depot - \$226.08
 - 2. Sherwin-Williams - \$87.38
 - 3. Trumbull Industries - \$185.70
- B. Approval to pay Guzik Concrete & Masonry – to repoint and reset the north, south and front entrance steps at the Courthouse - \$11,900.00
- C. **RATIFY** Approval to pay Grainger – for a high temperature pump - \$965.96
- D. **RATIFY** Approval to purchase 4 flip top nesting tables for the Commissioner’s Conference Room from Office Furniture 2 Go - \$2,180.00
- E. Approval to pay Schindler Elevator Corporation – for a yearly service contract - \$24,816.60
- F. **RATIFY** - Approval to pay Trinity Door Systems – to replace a motor on the exit doors at the Judicial Center - \$2,107.90

14. PLANNING: Zach Norwood

- A. Request approval for payment to MG Electric Services for reimbursement (#8), totaling \$1,056.00, 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 (#30 & #33), totaling \$1,064.00, 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 for payment to Ferguson Construction Company for reimbursement (#11), totaling \$640.00, 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).
- D. Request approval of payment of Crawford Inspired Mini-Grant reimbursement request from Titusville Area School District for \$8,274.00 for cultivating and training future CNC operators. This is a non-budgeted item. It is to be paid for out of the Crawford Inspired Mini-Grant Program.
- E. Request execution of the Copier Maintenance and Supply Agreement with Hagan Business Machines of Meadville, Inc., for one year of service for the Toshiba Machine located in the Planning Office.
- F. **RATIFY** approval of a Resolution authorizing signatory power for the Community Development Block Grant.
- G. **RATIFY** approval of payment to Fuller Building Group totaling \$23,058.31 for completed home rehab work for:
 - 1. Homeowner # 003: \$955.80
 - 2. Homeowner #009: \$22,102.51This is a non-budgeted item. It is to be paid for out of the Whole Home Repair Program.

15. HUMAN SERVICES: Sue Watkins

- A. Other:
 - 1. Payment to Crawford County Commissioners (Pension due to County)
 - 2. Purchase Requisition – Accreditation & Training Services for Law Enforcement, LLC (CIT Consultant's Expenses for 3/11/25 – 3/13/25 SIM Workshop)
 - 3. **RATIFY** – Purchase Requisition – Alison Myers Design & Print, LLC (Training Binders)
 - 4. Purchase Requisition – Amazon (Plans of Safe Care Items)
 - 5. Purchase Requisition – Keymark IMR (Maintenance Support Renewal 7/1/25 – 6/30/26)
 - 6. Purchase Requisition – Lamar Texas Limited Partnership (988 Billboard for 4 Weeks)
- B. CYS/JP Contracts FY 24/25
 - 1. Twin Pines Family Services, LLC – Amendment F-1

C. MH/ID/EI Contracts FY 24/25

1. Center for Family Services, Inc. – Amendment C-1
2. Crawford County Mental Health Awareness Program, Inc. – Amendment C-2
3. Hand In Hand Mental Health Services, LLC – Amendment C-1
4. The Arc of Crawford County, Inc. – Amendment C-2
5. Titusville Area Senior Citizens Corporation – Amendment C-1
6. Vallonia Industries – Amendment C-2
7. Youth Advocate Programs, Inc. – Amendment C-2

D. Professional Contracts FY 24/25

1. Ashley Mahrs – Amendment C-1
2. Community Alternatives, Inc.
3. Crawford County Drug & Alcohol Executive Commission, Inc.
4. Family Children & Community Association
5. Meadville Family YMCA
6. Parkside Psychological Associates, LLC – Amendment C-1
7. St. James Haven, Inc.
8. Titusville Area Hospital – Amendment C-1
9. United Way of Western Crawford County, Inc. – Amendment C-1
10. Women's Services, Inc.

E. CYS/JP Contracts FY 25/26

1. Hoffman Homes, Inc.
2. Jefferson County Juvenile Detention Center
3. Merakey Pennsylvania

F. MH/ID/EI Contracts FY 25/26

1. Titusville Area Senior Citizens Corporation

G. Same Rates as Prior Year

1. CYS/JP Contracts FY 25/26
 - Bethesda Lutheran Services
 - Central Counties Youth Center
 - Child to Family Connections, Inc.
2. MH/ID/EI Contracts FY 25/26
 - Child to Family Connections, Inc.

16. FINANCE: Stephanie Franz

A. Approve the following:

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|-----------------|----------------------|----------------------|--------------|
| 1. MaherDuessel | 1105204-P3 | 3rd Progress Billing | \$ 39,000.00 |
| 2. HSBG | FY23/24 Q4 Match Due | | \$ 66,623.89 |

17. COMMISSIONERS: Courtney Stirling/Chris Seeley

A. Approve the following MOU for the Emergency Medical Services Opioid Incentive Program.

1. Blooming Valley Volunteer Fire Department

B. A.B.A.T.E - Motorcycle Safety Awareness Month Proclamation

18. NEW HIRES/TRANSFERS:

19. 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:
THURSDAY May 22, 2025 – Work Session
CLOSED - May 26, 2025 – Memorial Day
May 28, 2025 – Full Session
June 4, 2026 – Work Session

COMMISSIONER COMMENTS:

ADJOURN: