

CRAWFORD CENTRAL BOARD OF SCHOOL DIRECTORS

**SPECIAL BOARD MEETING
INSTRUCTIONAL SUPPORT CENTER**

**TUESDAY AUGUST 12, 2025
5:30 P.M.**

I. SPECIAL MEETING OF AUGUST 12, 2025, CALLED TO ORDER

Meeting called to order by Mr. Merritt at 5:38 P.M.

II. ROLL CALL

Members in attendance: Mrs. Monica Hargenrater, Mr. Ronnie Irwin, Ms. Latasha Manning, Mr. Kevin Merritt, Mr. Jason Nesbitt (via phone call), Mr. Jeffrey Rose, Mrs. Tammy Silvis and Mr. Jerry Vettorel

Members absent: Mr. Edward A. DeVore

Others in attendance: Dr. Jennifer Galdon, Ms. Rachael Glasoe, Ms. Kathy Graham, Richard Hogue, Ms. Cylee Jones, Mr. Scott Price, Mrs. Meghan Stefanucci, Mr. Jarrin Sperry, Mr. Austin Stofferahn, and Mr. Kenneth Wolfarth

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS REGARDING THE AGENDA OF JUNE 23, 2025

None

V. NEW BUSINESS

1. APPROVAL TO APPOINT A LIAISON BETWEEN THE DISTRICT AND BERKHEIMER FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES

Motion: Mr. Rose

Second: Mrs. Hargenrater

Mr. Irwin moved to amend the resolution to add "French Creek Township, Mercer County portion only"
Seconded by Mr. Vettorel

Vote to approve amendment by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel – Aye
Motion Carried

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the resolution of 1. CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer County portion only) hereby appoints Austin Stofferahn as its authorized representative to make requests upon and receive any and all tax information and records from Berkheimer, relative to the collection of taxes for CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer County portion only) as desired and deemed necessary by CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer City) to be used for official purposes only; and 2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and records, or any portion thereof, relating to the collection of taxes for the CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer County portion only) upon request, to Austin Stofferahn as the authorized contact representative for it. 3. CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer County portion only) hereby saves harmless, indemnifies

and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information. RESOLVED, ENACTED AND ADOPTED at a meeting held on the 12th day of August, 2025.

Vote on motion to approve resolution as amended by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel - Nay
Motion Carried

2. APPROVAL OF BERKHEIMER TO IMPOSE AND RETAIN COSTS OF COLLECTION ON DELINQUENT TAXES

Motion: Mr. Rose
Second: Mrs. Hargenrater

Mr. Irwin moved to amend the resolution to add “French Creek Township, Mercer County portion only”
Seconded by Mrs. Silvis

Vote to approve amendment by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel – Aye
Motion Carried

RESOLVED, that 1. Crawford Central School District, Crawford COUNTY (French Creek Township, Mercer County portion only) APPROVES AND ADOPTS the Cost of Collection Schedule attached hereto and made apart of this Resolution to be imposed by BERKHEIMER upon any taxpayer whose taxes are or become delinquent and/or remain due and unpaid. 2. BERKHEIMER is authorized to retain said costs of collection set forth in the attached schedule incurred in recovering delinquent taxes and assessed to the delinquent taxpayer as allowed by law. 3. Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict. ENACTED into a RESOLUTION this 12th day of August, 2025.

Vote on motion to approve resolution as amended by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel - Nay
Motion Carried

3. APPROVAL OF AGREEMENT WITH BERKHEIMER TO BE RETAINED AS THE EXCLUSIVE TAX OFFICER FOR THE COLLECTION, ADMINISTRATION, RECEIPT AND ENFORCEMENT OF THE PROVISIONS OF THE RESPECTIVE TAX ENACTMENT OF THE GOVERNING BOARD LEVYING AND ASSESSING THE PER CAPITA TAX FOR THE TERM HEREIN DEFINED

Motion: Mr. Rose
Second: Mrs. Hargenrater

Mr. Vettorel moved to amend the resolution to add “French Creek Township, Mercer County portion only”
Seconded by Mr. Irwin

Vote to approve amendment by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel – Aye
Motion Carried

RESOLVED, that: 1. CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY (French Creek Township, Mercer County portion only) hereby appoints BERKHEIMER as its exclusive collector of its PER CAPITA TAX for the initial term commencing July 1st, 2025 and ending June 30th, 2026 and any subsequent renewal terms thereafter, said initial and renewal periods to include all quarterly and annual collections pertinent to the tax years therein. This appointment resolution shall be deemed to encompass any renewal terms agreed upon by the parties without further reenactment of this resolution or re-appointment. 2. Further, BERKHEIMER is authorized to retain any costs of collection incurred in recovering delinquent taxes and assessed to the delinquent taxpayer as allowed by law. 3. Further, CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer County portion only) APPROVES AND ADOPTS the Agreement negotiated with Berkheimer for the collection of the PER CAPITA TAX. 4. Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict. ENACTED into a RESOLUTION this 12th day of August, 2025.

Vote on motion to approve resolution as amended by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel - Nay
Motion Carried

4. APPROVAL OF BERKHEIMER AS TAX HEARING OFFICER UNDER AND PURSUANT TO THE LOCAL TAXPAYERS BILL OF RIGHTS FOR THE EXPRESS PURPOSE OF ADJUDICATING APPEALS THEREUNDER

Motion: Mr. Rose
Second: Mrs. Hargenrater

Ms. Manning moved to amend the resolution to add “French Creek Township, Mercer County portion only”
Seconded by Mrs. Hargenrater

Vote to approve amendment by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel – Aye
Motion Carried

RESOLVED, that: 1. CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY (French Creek Township, Mercer County portion only) hereby appoints BERKHEIMER as its exclusive collector of its PER CAPITA TAX for the initial term commencing July 1st, 2025 and ending June 30th, 2026 and any subsequent renewal terms thereafter, said initial and renewal periods to include all quarterly and annual collections pertinent to the tax years therein. This appointment resolution shall be deemed to encompass any renewal terms agreed upon by the parties without further reenactment of this resolution or re-appointment. 2. Further, BERKHEIMER is authorized to retain any costs of collection incurred in recovering delinquent taxes and assessed to the delinquent taxpayer as allowed by law. 3. Further, CRAWFORD CENTRAL SCHOOL DISTRICT, CRAWFORD COUNTY, (French Creek Township, Mercer County portion only) APPROVES AND ADOPTS the Agreement negotiated with Berkheimer for the collection of the PER CAPITA TAX. 4. Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict. ENACTED into a RESOLUTION this 12th day of August, 2025.

Vote on motion to approve resolution as amended by roll call vote: By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel - Nay
Motion Carried

5. APPROVAL OF THE AGREEMENT WITH BERKHEIMER

Motion: Mr. Rose
Second: Mrs. Hargenrater

RESOLVED, that the Board of School Directors of Crawford Central School District hereby approves the Agreement with Berkheimer under the terms that the error of the incorrect date on the copy contract attached to the Board Agenda, was revised and now reads that the correct term of the Agreement is July 1, 2025 to June 30, 2026. (Attachment pp. _____)

By Roll Call Vote: Mr. Merritt – Nay; Mrs. Hargenrater – Aye; Mr. Irwin – Aye; Ms. Manning – Aye; Mr. Nesbitt – Aye; Mr. Rose- Aye; Mrs. Silvis – Aye; Mr. Vettorel - Nay
Motion Carried

VI. OTHER PUBLIC/BOARD COMMENTS

Mr. Merritt made mention of the election for Tax Collector being in November. Mr. Merritt also discussed the option of changing the due dates accordingly for the Per Capita Bills to give residents of French Creek Township more time to pay without penalty fees.

VII.ADJOURNMENT

Motion: Mr. Vettorel
Second: Ms. Manning

RESOLVED, that there being no further business, this meeting is adjourned at 6:28 P.M.

Vote: 8 Ayes 0 Nays
Motion Carried

Respectfully submitted,

Cylee M. Jones
Board Secretary