

**BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
APRIL 25, 2023**



McKean County Commissioners, in a regular meeting, assembled on April 25, 2023, at 10:00 AM, in the Commissioners Meeting Room, McKean County Courthouse, 500 West Main Street, Smethport.

Summary of Motions Carried, by Agenda Item No.:

- 8B1 Exempt Status Request, Assessment, Parcel No. 10-002-818, \$8,390.00**
- 8B2 Exempt Status Request, Assessment, Parcel No. 09-001-230, \$34,870.00**
- 8B3 Adult Probation, Application, Intermediate Punishment/Order, \$99,999.00**
- 8B4 Act 152 Recommendations, 3 Projects, \$31,300.00**
- 8C1 MCRHA, 3-Year Project Completion Extension, Contract No. C000073781**
- 8C2 CAC Radio System Maintenance Agreement, \$12,595.20**
- 8C3 Human Resources, KOS Quote for Copier Lease, \$89.77 Per Month**
- 8C4 MCRA, Subrecipient Agreement, 2022 Whole Home Repair Program**
- 8C5 Motorola Solutions, Songbird Site-Shelter Upgrades, \$41,030.00**
- 8C6 Information Technology, Training Platform Quote, 2 Payments of \$5,385.00**
- 8C7 Mosquito Program, Contract Agreement, McKean Environmental Solutions**
- 8D1 HIPAA Agreement Renewal – Avanco International Inc.**
- 8D2 CYS Provider Agreement Renewal – Avanco International Inc.**
- 8D3 CAPS Service Provider Agreement Renewal – Avanco International Inc.**
- 8D4 CAPS CWIS Maintenance Agreement Renewal – Avanco International Inc.**

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: None

Commissioners Attending:

Commissioner Thomas F. Kreiner, Commissioner Carol E. Duffy, Commissioner Clifford D. Lane

In Attendance:

Shawn Hutchings, Chief Clerk; Anthony Clarke, Esq., Solicitor; Brenda Langan, Finance Director; Richard Fry, Director of Planning; Jean Hendrickson, IT Director; Carolyn Newhouse, Bradford Alliance; Kerry Fetter, Conservation District Board Member;
Remote: The Bradford Era: Marcie Schellhammer; The Kane Republican: Theresa Auriemmo

1, 2 and 3: Call to Order, Pledge of Allegiance & Roll Call

The Regular Meeting on April 25, 2023 of the McKean County Board of Commissioners was called to order by Commissioner Kreiner at 10:00 AM, followed by the Pledge of Allegiance. He established that there was a quorum to proceed with the county's business as presented and noted that the meeting is recorded.

There were no changes or additions to the Agenda as presented. Commissioner Duffy moved to approve the agenda. All in favor, 3-0.

4. Comments and Announcements

A. Commissioners Comments:

Commissioner Lane wanted to point out Pennsylvania has a farm bill aside from the Nationals. Agriculture is very big and that recently the Conservation District purchased a No-Till Seeder which is a very good thing.

B. Human Resources Update

New Employees: Lucas Sisler, Part Time Corrections Officer; Carolyn Cobo, Part Time Dispatcher; Victoria Houben, Part Time Corrections Officer;
Leave/Change of Service: None

5. Minutes

Commissioner Lane made a motion to accept the Minutes as presented from the April 11, 2023 Meeting. Commissioner Duffy seconded. No discussion on the motion.
Vote on the motion: Yes: Duffy, Kreiner, Lane . Carried 3-0.

6. Public to be heard –

7. Old Business – None

8. New Business

A. Ordinances and Policies – None

B. Resolutions and Approvals of the Board

- 1) Commissioner Lane moved to approve an Exempt Status request from McKean County Assessment for the 2023 School and 2024 County & Borough Tax Year for Municipal Government for Parcel 10-002-818, .17 acre at 520 Biddle Street, Kane. Assessed Value: \$8,390.00. Property Owner: The Borough of Kane. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Duffy moved to approve an Exempt Status request from McKean County Assessment for the 2023 School and 2024 County & Borough Tax Year for Municipal Government for Parcel 09-001-230, .14 acre at 310 Bayard Street, Kane. Assessed Value: \$34,870.00. Property Owner: The Borough of Kane. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Lane moved to approve an Adult Probation application for the Intermediate Punishment/Order of Probation Grant for 2023 – 2024 for a total of \$99,999.00. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 4) Commissioner Duffy moved to approve an Act 152 Review Committee recommendations for 3 projects to be funded totaling in \$31,300. \$8,400 in Local Match. \$22,900 in Act 152 Grant Request. 1) 419 W. Main Street, Smethport. Grant Request \$2,900, Match \$1,000, Total Cost \$3,900. 2) 142 High Street, Bradford. Grant Request \$10,000, Match \$3,400, Total Cost \$13,400. 3) 69 Euclid Avenue, Bradford. Grant Request \$10,000, Match \$4,000, Total Cost \$14,000. Rick Fry stated that the Act 152 Review Committee wanted to thank the commissioners for the opportunity to continue to serve the County. Its been a great project to have in place. The 419 West Main street property is going to be the new American Legion here in Smethport. The other two applicants were in Bradford. Currently we have round 2 that is open until May 26, 2023 until 3pm. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Lane moved to approve a McKean County Redevelopment & Housing Authority, 3-Year Project Activity Completion Extension Requests, Contract No. C000073781, Activity No. 52839, 52841, 52843, and 52844. Extension requested until January 01, 2024. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Duffy moved to approve a Capital Area Communications Radio System Maintenance Agreement, Quarterly payments of \$3,148.80 for a total of \$12,595.20. Effective March 1st, 2023 until February 29, 2024. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Lane moved to approve a Human Resources quote for a KOS Copier Lease in the amount of \$89.77 per month. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Duffy moved to approve a McKean County Subrecipient Agreement with the McKean County Redevelopment Authority for the 2022 McKean County Whole Home Repair Program. Commissioner Duffy commented saying we really appreciate working with Redevelopment Housing and that they have really helped us with this program along with other programs. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Lane moved to approve a Songbird Site-Shelter Upgrades quote with Motorola Solutions in the amount of \$41,030.00. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 6) Commissioner Duffy moved to approve a 2 – Year Training Platform for IT Quote, \$5,385.00 due April 2023, and \$5,385.00 Due April 2024. Jean Hendrickson made a correction stating this is a 3-Year training platform not 2-Years. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 7) Commissioner Lane moved to approve a 2022-2023 Contract Agreement with McKean Environmental Solutions LLC for the services of the Mosquito Control Program, Effective January 01, 2023 until December 31, 2023. Commissioner Lane commented that this is the 5th year we have done this to control the Mosquitos. And that this is something very good for the area. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

D. DHS Contracts

- 1) Commissioner Duffy moved to approve a HIPAA Agreement Renewal – Avanco International Inc. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to approve a CYS Provider Agreement Renewal – Avanco International Inc. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to approve a CAPS Service Provider Agreement Renewal – Avanco International Inc. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Lane moved to approve a CAPS CWIS Maintenance Agreement Renewal – Avanco International Inc. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

E. Proclamations and Recognitions:

- 1) Conservation District Week 2023
- 2) National Library Week 2023

9. Public Comment Period

Carolyn Newhouse spoke on behalf of the Bradford Area Alliance she wanted to give the appreciation to Commissioner Kreiner and Commissioner Duffy for attending the previous board meeting to listen to presentations and future plans for County Wide incubator accelerator. Rick Fry spoke about the Planning Commission is bringing two opportunities for education to the area. The first one is going to be on May 11, 2023 from 1pm to 4pm with the intended audience being mainly focused on being municipal representatives, municipal solicitors, municipal engineers, and County Officials. As well as other stake holders to join us for a grid scale solar workshop. There will be two key note speakers. This event will be located at the McKean County 911 center. Our second event, the Planning Commission has partnered with other groups to bring an active transportation workshop that will be May 19, 2023 that will be located at 63 North Frayley Street in Kane. That's at 9am to 430pm. That workshop is to get the communities

to focus on active transportation. Commissioner Kreiner noted that the next meeting would be on May 09, 2023.

10. Adjournment

Commissioner Duffy moved to adjourn the meeting. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0. Commissioner Kreiner adjourned the meeting at 10:27 a.m.

Respectfully Submitted By:

A handwritten signature in black ink, appearing to read "Shawn E. Hutchings Jr.", written over a horizontal line.

Shawn E. Hutchings Jr.
McKean County Chief Clerk