

**BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
MAY 09, 2023**



McKean County Commissioners, in a regular meeting, assembled on May 9, 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.:

7A1 Side Letter of Agreement AFSCME – Domestic Relations Cash Payments
8A1 Revised Policy No. 13.2 – Vehicle Use Policy
8B1 Appoint Susan Zook Wilson, Industry Representative, North Central
8B2 Exempt Status Request, Parcel No. 02-018-216
8B3 Exempt Status Request, Parcel No. 02-010-202
8B4 Exempt Status Request, Parcel No. 10-003-306-1
8B5 Exempt Status Request, Parcel No. 10-003-302-3B
8B6 Exempt Status Request, Parcel No. 10-003-302-3C
8B7 Exempt Status Request, Parcel No. 10-003-302-3D
8B8 Exempt Status Request, Parcel No. 10-003-302-3E
8B9 Exempt Status Request, Parcel No. 10-003-302-3F
8B10 Grant Funding Agreement, Liberty Township, ARPA, \$20,000.00
8C1 WTI, TremCare, 5 Year Service Agreement, McKean County Jail, \$26,086.00
8C2 IT Quote, Security Standard Access License and Tokens, \$22,514.70
8C3 Professional Services Agreement, MCM Consulting Group, Hazard Mitigation
8C4 SRND Site License Agreement, PSP, Kinzua Dam
8C5 Mazza Paving and Sealcoating LLC Quote, Maintenance, 911/CYS Parking Lot
8D1 CYS New Provider – White Deer Run Cove PREP
8D2 Foster Parent Dinner Contract Renewal – University of Pittsburgh

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; Ann Robinson, Economic Development Liaison; Dan Wertz, CYS Director; Mary McCormack, Adult Mental Health Director; Maggie Travis, STEPS; Tony Lee, STEPS; Laurie Klice, STEPS; Joseph Lee, STEPS;
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 May 9, 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 Tom Kreiner said he would like to recognize National Nurses Week this week. He would like to thank all the Nurses for the great work they do.

B. Human Resources Update

New Employees: Tyus Gross, 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 25, 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

- A. Commissioner Duffy moved to approve a Side Letter of Agreement AFSCME – Domestic Relations Cash Payments. No Discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

8. New Business

A. Ordinances and Policies

- 1) Commissioner Lane moved to approve a Revised Policy No. 13.2 – Vehicle Use Policy. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

B. Resolutions and Approvals of the Board

- 1) Commissioner Duffy moved to approve Appointing Susan Zook Wilson as Industry Representative to the North Central Pennsylvania Regional Planning and Development Commission effective January 1, 2023 ending December 31, 2025. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 2) Commissioner Lane moved to approve an Exempt Status request from McKean County Assessment for the 2023 School and 2024 County/City Tax Year for Municipality owned property for Parcel 02-018-216, .09 acre at 38 Jefferson Street, Bradford. Assessed Value: \$250.00. Property Owner: City of Bradford. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to approve an Exempt Status request from McKean County Assessment for the 2023 School and 2024 County/City Tax Year for the building being in poor condition and will be demolished. Parcel 02-010-202, .24 acre at 59 South Avenue, Bradford. Assessed Value: \$250.00. Property Owner: Downtown Bradford Revital Corporation. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Lane moved to approve an Exempt Status request from McKean County Assessment for the 2023 Tax Year for a Non-profit Institution of purely public charity. Parcel 10-003-306-1, 8.80 acres at Biddle Street, Kane. Assessed Value: \$43,460.00. Property Owner: Lutheran Home at Kane Pa. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Duffy moved to approve an Exempt Status request from McKean County Assessment for the 2023 Tax Year for a Non-profit Institution of purely public charity. Parcel 10-003-302-3B, at 2 High Point Drive, Kane. Assessed Value: \$50,190.00. Property Owner: Kane Lutheran Home. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 6) Commissioner Lane moved to approve an Exempt Status request from McKean County Assessment for the 2023 Tax Year for a Non-profit Institution of purely public charity. Parcel 10-003-302-3C, at 4 High Point Drive, Kane. Assessed Value: \$50,190.00. Property Owner: Kane Lutheran Home. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 7) Commissioner Duffy moved to approve an Exempt Status request from McKean County Assessment for the 2023 Tax Year for a Non-profit Institution of purely public charity. Parcel 10-003-302-3D, at 6 High Point Drive, Kane. Assessed Value: \$50,190.00. Property Owner: Kane Lutheran Home. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 8) Commissioner Lane moved to approve an Exempt Status request from McKean County Assessment for the 2023 Tax Year for a Non-profit Institution of purely public charity. Parcel 10-003-302-3E, at 88 Clay Street, Kane. Assessed Value: \$65,000.00. Property Owner: Kane Lutheran Home. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 9) Commissioner Duffy moved to approve an Exempt Status request from McKean County Assessment for the 2023 Tax Year for a Non-profit Institution of purely public charity. Parcel 10-003-302-3F, at 14 Cottage Lane, Kane. Assessed Value: \$65,000.00. Property Owner:

Kane Lutheran Home. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 10) Commissioner Lane moved to approve a Grant Funding Agreement, McKean County Municipal Recovery Grant, for Liberty Township for McKean County Road/Park and Recreation monies in the amount of \$20,000.00. Ann Robinson said she is happy that the municipalities are taking advantage of this for their projects. Commissioner Duffy said this is all ARPA Funding. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Duffy moved to approve a Weatherproofing Technologies, Inc (WTI), TremCare 5-Year Service Agreement for the McKean County Jail in the amount of \$26,086.00. 5 annual payments of \$5,217.20. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to approve an IT Quote for Security Standard Access License and Hardware Tokens in the amount of \$22,514.70. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to approve a Professional Services Agreement with MCM Consulting Group, Inc. for a Hazard Mitigation Plan in the amount of \$97,558.75. Commissioner Duffy said that this is being paid for by a grant that they had applied for and received. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Lane moved to approve a SRND Site License Agreement between the Commonwealth of Pennsylvania, acting by and through the Pennsylvania State Police and McKean County. Site Name: Kinzua Dam. Site ID: WARR34. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Duffy moved to approve a Mazza Paving and Sealcoating, LLC Quote for Maintenance for 911/CYS parking lot in the amount of \$13,800.00. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

D. DHS Contracts

- 1) Commissioner Lane moved to approve a CYS New Provider – White Deer Run Cove PREP. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Duffy moved to approve a Foster Parent Dinner Contract Renewal – University of Pittsburgh. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

E. Proclamations and Recognitions:

- 1) Mental Health Awareness Month

9. Public Comment Period

Commissioner Lane said that the Commissioners Association has worked very hard the last few years to try to get the state to provide more funding for Mental Health. This is something that is very important to us as Commissioners. Commissioner Kreiner noted that the next meeting would be on May 23, 2023.

10. Adjournment

Commissioner Lane moved to adjourn the meeting. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0. Commissioner Kreiner adjourned the meeting at 10:26 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