

BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
AUGUST 22, 2023



McKean County Commissioners, in a regular meeting, assembled on August 22, 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.:**

- 8A3 McKean County Medical Marijuana Policy**
- 8B1 ARPA Municipal Recovery Allocation, Lewis Run Borough, \$16,600.00**
- 8B2 ARPA Allocation, Corydon Township, \$15,544.62 & \$28,637.00**
- 8B3 ARPA Municipal Recovery Allocation, Allegany Borough, \$11,983.18**
- 8B4 Resolution to Open and/or Amend Deposit Account**
- 8B5 Application for County Aid, Liberty Township, \$7,296.09**
- 8B6 Application for County Aid, Lafayette Township, \$4,597.60**
- 8B7 Exempt Status Request, 7 Parcel Numbers, YWCA Properties**
- 8B8 Exempt Status Request, Parcel No. 10-002-515**
- 8B9 Exempt Status Request, Parcel No. 14-004-126**
- 8B10 ARPA Municipal Recovery Allocation, Annin Township, \$5,999.00**
- 8C1 Word Systems LLC, Contract Renewal, \$2,832.32**
- 8C2 Technical Consulting Support, ArcGIS, ESRI, \$24,024.00**
- 8C3 Children's Advocacy Center, Cameron County CYC, Service Agreement**
- 8C4 1-Year Maintenance Agreement, Marco, Recorder of Deeds**
- 8C5 Marco Quote, 3 Canon Printers, District Justice Offices, \$222.69 per month**
- 8C6 Marco Lease Agreement, Human Resources, \$89.77 per month**
- 8C7 Marco Maintenance Agreement, Human Resources**
- 8C8 Marco Quote, 1 Canon Copier, CYC, \$119.04 per month**
- 8C9 Amendment to contract, ADAS, Adding "Triple P"**
- 8D1 Contract Renewal – Area Agency on Aging**
- 8D2 Contract Renewal – Arc of Crawford County**
- 8D3 Contract Renewal - CASA**
- 8D4 Contract Renewal – Goodwill Industries**
- 8D5 Contract Renewal – Stanley E. Pecora Jr.**
- 8D6 MHID Renewal – Community Links**
- 8D7 MHID Renewal – Martha Lloyd**
- 8D8 MHID Renewal - OneWell**
- 8D9 CYC Renewal – Bethesda Children's Home**
- 8D10 CYC Renewal – Children's Aid Society**
- 8D11 CYC Renewal – Children's Aid Society of Mercer County**
- 8D12 CYC Renewal – City Mission**
- 8D13 CYC Renewal – Cornell Abraxas**
- 8D14 Early Intervention Renewal - CARE**

**8D15 Early Intervention Renewal – Mary Buzard**  
**8D16 Early Intervention Renewal – Milestone Physical Therapy LLC**  
**8D17 Early Intervention Renewal – The Guidance Center**  
**8D18 Foster Care Renewal – Jeannette and Jared Anderson**  
**8D19 Foster Care Renewal – Andrew and Heather Angell**  
**8D20 Foster Care Renewal – Rebecca Austin**  
**8D21 Foster Care Renewal – Carol Dunkle**  
**8D22 Foster Care Renewal – Todd and Tanya Grimes**  
**8D23 Foster Care Renewal – Roger Malone**  
**8D24 Foster Care Renewal – Kenneth and Tina Main**  
**8D25 Foster Care Renewal – Joseph Michaud and Virginia Lane**  
**8D26 Foster Care Renewal – Gary and Megan Reid**  
**8D27 Foster Care Renewal – Brandi Rodgers**  
**8D28 Foster Care Renewal – Kathryn and Phillip Sell**  
**8D29 Foster Care Renewal – Ronald and Jeannine Shugars**  
**8D30 Foster Care Renewal – Mary Skaggs**  
**8D31 Foster Care Renewal – Danyelle and Rae El Whitman**  
**8D32 Foster Care Renewal – Sean and Abby Williams**  
**8D33 Foster Care Renewal – Randy and Cyle Wolfgang**  
**8D34 Foster Care Renewal – Richard and Debbie Woods**

**Summary of Agenda Items Denied: None**

**Summary of Agenda Items Tabled:**

**8A1 Information Technology Cybersecurity Incident Reporting Policy**

**8A2 Information Technology Email Usage Policy**

**Commissioners Attending:**

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

**In Attendance:**

Shawn E. Hutchings Jr., Chief Clerk; Anthony Clarke, Esq., Solicitor; Ann Robinson, Economic Development Liaison; Brenda Langan, Finance Director; Elise Grovanz, North Central; Lauren Adair, Seneca Resources; Nathan Kuble, National Fuel; Gabby Howard, GIS; Michael Austin, UPC; Brett Lawton, UPC; Jodie Wagner, UPC;

Remote: The Bradford Era: Marcie Schellhammer; The Kane Republican: Theresa Auriemmo; Jean Hendrickson, IT Director;

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

The Regular Meeting on August 22, 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:**

Commissioners Duffy stated on July 27<sup>th</sup>, 2023. The commissioners attended the PA Wilds annual awards ceremony. They recognized one of our colleagues, Erick Coolidge who is a Tiago County Commissioner, with the Leadership Award. The Governor has put fourth an executive directive to create a master plan for older adults. Right now, they are doing a survey to get information. They are having listening sessions in each of our Counties. McKean County will be September 19 at the Greater Bradford Senior Center. They would really appreciate input on this master plan. It would take approximately 10 minutes to complete the survey online. Also, the Department of Community Economic Development has a survey out for our input on a 5-year action plan.

Commissioner Kreiner stated the commissioners were privileged to attend our CCAP conference back in August in Lake Erie. It was a great educational conference and we appreciate being able to go to that and bringing back what we are able to learn.

##### **B. Human Resources Update**

New Employees: April Foley, Case Aide 1; Russel Orner, Part Time Security Officer; Ruth Crisp, Part Time ARPA Director;

Leave/Change of Service: Carolyn Cobo, Part Time Dispatcher, 7/17/2023; Christina Paul Cobb, Clerk Typist 1, 8/4/2023; Shannon Keesler, Food Service, 8/10/2023; Julie Trumble, Adult Probation Clerk, 8/25/2023; Derek Crum, Part Time Correctional Officer, 8/10/2023;

#### **5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the July 18, 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**

1) Commissioner Duffy moved to table an Information Technology Cybersecurity Incident Reporting Policy. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

2) Commissioner Duffy moved to table an Information Technology Email Usage Policy. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.