

BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
MARCH 10, 2020



McKean County Commissioners, in a regular meeting, assembled on March 10, 2020, at 10:00 AM, in the Commissioners Meeting Room, McKean County Courthouse.

Summary of Motions Carried, by Agenda Item No.:

- 8B1 Authorize Filing of Proposal for Funds DCED**
- 8B2 Approve Right of Way Easement Smethport Water Authority**
- 8B3 Approve 2019 Distribution of Act 137 Funds as collected by Recorder of Deeds**
- 8B4prove Payment of Matching Funds Industrial Park Business Plan**
- 8C1 Approve KOS Copier for DHS Canon 85951**
- 8C2 Approve KOS Copier for DHS Canon C356**
- 8C3 Approve Munis Training from Tyler Technologies**
- 8C4 Approve Bollinger Technical Contract for DRO**
- 8C5 Approve FTR Support for Court Recording**
- 8D1 Approve DHS – Family Resource – Carrie Weaver**

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: None

Commissioners Present:

Present: Commissioner Thomas F. Kreiner, Commissioner Carol E. Duffy

In Attendance:

Staff: Pamela Burlingame, Chief Clerk; Lori Coffman, Finance Director; Melissa Smith, Treasurer; Planning Director, Jeremy Morey; Veterans Affairs Director, Zach Pearson
Press/Public: Ted Lutz, Kane Republican; Ruth Bogdan, Bradford Era; Carolyn Stroup, Bradford Alliance; Members from Futures Rehabilitation

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

The Regular Meeting on March 10, 2020 of the McKean County Board of Commissioners was called to order by Commissioner Kreiner at 10:00 AM, followed by the Pledge of Allegiance and a moment of silence. 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.

4. Comments and Announcements

A. Commissioners' Comments

Commissioner Kreiner reminded the group the meeting was recorded. He welcomed Carolyn Stroup from MJ Trail Club and everyone from Developmental Disabilities Awareness. Jeremy Morey provided an update on the Complete Count Committee. He stated a lot of money comes in and it is easy to complete. It is also safe to complete, information is not shared. He presented a list of statistics to the group regarding municipality reporting. He noted the county missed out on \$166,000,000 over ten years for low response rates. He also noted the radio interviews he would be doing and asked that everyone do their part.

B. Human Resources Update - Commissioner Kreiner presented the following staff changes:

New Employees: Linda Frey, Director of Voter Registration

Leave/Change of Service:

Kathy Roche, Director of Human Resources

5. Minutes

Commissioner Duffy made a motion to accept the Minutes as presented from the January February 25 meeting. Commissioner Lane seconded.

Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

6. Public to be heard

The administrator from Futures asked for a copy of Jeremy Morey's statistics and offered the services from Futures in getting the word out for the Census. Commissioner Duffy and Jeremy Morey indicated they would meet with her after the meeting to distribute materials.

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, subject to solicitor review a resolution of the McKean County Commissioners Authorizing the Filing of a Proposal for Funds with the Department of Community and Economic Development, Commonwealth of Pennsylvania. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to approve, subject to solicitor review to approve Right of Way Easement for Borough of Smethport Authority for a "Water Street Project" at McKean County Tax Parcel 15-00.-601.1 Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

- 3) Commissioner Duffy moved to approve, subject to solicitor review to approve 2019 Distribution of Act 137 Funds collected by the Recorder of Deeds for Implementation of Affordable Housing Programs, \$55,756.00 to be distributed. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) Commissioner Lane moved to approve, subject to solicitor review to approve payment of matching funds in the amount of \$29,500 to MacFarland Johnson for Bradford Regional Airport Industrial Park Business Plan and Recruitment Strategy. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Duffy moved to approve, subject to solicitor review to approve contract from Karpinski's Office Systems for DHS Canon 85951 III Copier for a 5-year lease @ 289.00 per month for a total cost of \$17,340.00. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to approve, subject to solicitor review to approve contract from Karpinski's Office Systems for DHS Canon C356 color copier for a 5-year lease @ 63.00 per month for a total cost of \$3,780.00. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 3) Commissioner Duffy moved to approve, subject to solicitor review to approve training for Tyler Technology's Munis PACE Subscription for five modules of staff training with additional cost for travel for on-site training and option for remote training for \$3,000 to be scheduled within one year of payment date. Commissioner Lane seconded the motion. Commissioner Duffy confirmed it would train up to 12 staff members. Pamela Burlingame indicated it can also be done remotely with 60 training sessions total. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) Commissioner Lane moved to approve, subject to solicitor review to approve contract for a Maintenance from Bollinger Technical Services, Inc. for DRO Rotomat from March 1, 2020 to February 28, 2021 for \$1,653.30. Commissioner Duffy seconded the motion. No Further discussion. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

5) Commissioner Duffy moved to approve, subject to solicitor review the Maintenance Agreement with Bollinger Technical for DRO Rotomat for 1,653.30. Seconded by Commissioner Lane. . No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

D) Commissioner Lane moved to approve, subject to solicitor review to approve DHS Contracts - Carrie Weaver – Family Resource Contract. Commissioner Duffy seconded the motion. No further discussion. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

E) Proclamations and Recognitions

Carol Duffy read the Developmental Disabilities Awareness Month Proclamation

9. Public Comment Period

Zach Pearson presented events being sponsored by his office.

10. Adjournment

Commissioner Lane moved to adjourn the meeting, Commissioner Duffy seconded.

No further discussion on the motion.

Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

Commissioner Duffy adjourned the meeting at 10: 15 a.m.

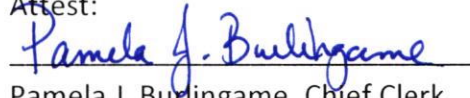
Next Regular Meeting: 10:00 AM March 25, 2020

Respectfully Submitted By:

Pamela J. Burlingame

McKean County Chief Clerk

Attest:



Pamela J. Burlingame, Chief Clerk