

BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
MARCH 25, 2020



McKean County Commissioners, in a regular meeting, assembled on March 25, 2020, at 10:00 AM, in the Commissioners Meeting Room, McKean County Courthouse.

Summary of Motions Carried, by Agenda Item No.:

- 8A1 Adopt McKean County Hazard Mitigation Plan
- 8B1 Appoint George Hocker to the Blight Oversight Committee
- 8B2 Reappoint Barbara Cummings to the Airport Authority
- 8C1 Accept Bid Warner Brook for Metal Roof, pending review
- 8C2 Purchase Agreement Cisco Anywhere VPN
- 8D1 Resource Family Contract: Cody and Tiffany Housler, pending review
- 8D2 DHS – Purchase of Service – TRAC Services for Families, pending review
- 8E1 Proclamation April - Child Abuse Prevention Month

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: None

Commissioners Present:

Present: Commissioner Thomas F. Kreiner, Commissioner Cliff Lane, Commissioner Carol Duffy

In Attendance:

In Person: Anthony Clarke, Solicitor; Lori Coffman, Finance Dir.; Jody Bloomquist, Controller

Teleconference: Staff: Pamela Burlingame, Chief Clerk; Dan Wertz, Director Department of Human Service; Sean McLaughlin, GIS Coordinator; Michele Jubon, Director of Human Services; Marcy Flickinger, DHS; Kristie Murray, DHS

Press: Ted Lutz, Kane Republican

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

The Regular Meeting on March 25, 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. It was 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 Duffy encouraged everyone to respond to their census survey online. If you haven't received a mailing, you can still get online and submit your address to submit your information. She noted this is very important to get this done. Sean, GIS director has been working the map on response rate for the county map. Complete count committee is still working, but unable to attend events. As soon as they are able they will be out in community. If you respond now, it will help those efforts and it is important for the next 10 years. The date to respond has not yet been extended. They have pushed back the date for the public canvassing to begin. If you don't want them coming to your residence, take care of it now by phone or online. Sean McLaughlin said the live link which he can provide it is not on the website. He is waiting to see where it should be on the website to imbed the web maps and dashboard it is up to the discretion of the commissioners, like they did for COVID 19 and they can then imbed that.

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

New Employees: Michele Jubon, Director of Human Resources

Leave/Change of Service: None

5. Minutes

Commissioner Duffy made a motion to accept the Minutes as presented from the March 10 meeting. Commissioner Lane seconded. No further discussion.

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

6. Public to be heard

Commissioner Kreiner reviewed all items of new business for those who were participating by teleconference. Chief Clerk Pam Burlingame indicated that all participants were provided with a courtesy copy of the draft agenda with their call-in directives. Ted Lutz had questions regarding where George Hocker lives and he would get that information later. Commissioner Lane noted the agenda should say Blight Oversight Committee not Authority.

7. Old Business - None

8. New Business

A. Ordinances and Policies - None

B. Resolutions and Approvals of the Board

1) Commissioner Lane moved to Adopt McKean County Hazard Mitigation Plan as submitted and approved by PEMA. Commissioner Duffy seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

C. Resolutions and Approvals of the Board

- 1) Commissioner Lane moved to Appoint George Hocker to the Blight Oversight Committee. Commissioner Duffy seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Duffy moved to Reappoint Barbara Cummings to the Airport Authority. Commissioner Lane seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

D. Contracts/Leases/Purchase Agreements

- 1) Controller Jody Bloomquist was directed by Commissioners Kreiner to open the single bid received for Metal Roof Award Contract. The bid was Warner Brook Excavating with a bid amount of 24,956.62. Commissioner Duffy moved to accept the bid as read, pending solicitor review. Commissioner Lane seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to approve purchase agreement for Cisco Anywhere VPN Connect. Commissioner Duffy seconded. Commissioner Kreiner indicated that this was a needed security purchase with many employees working from home. No additional discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

E. DHS Contracts

Solicitor Tony Clarke noted for the record he had reviewed the contracts and preliminarily found that the dates for both contracts are running July 1, 2019 through June 30, 2020 and expressed concern about them ending in a short amount of time. He indicated he thought the dates were a concern and requested the contracts be approved pending his review.

- 1) Commissioner Duffy moved to accept the Resource Family Contract: Cody and Tiffany Housler, pending solicitor review. Commissioner Lane seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to accept the Purchase of Service Agreement – TRAC Services for Families, pending solicitor review. Commissioner Duffy seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

F. Proclamations and Recognitions

Commissioner Duffy read the Proclamation for the month of April to be designated as Child Abuse Prevention Month. Commissioner Duffy moved to accept the motion proclaiming April as Child Abuse Prevention Month. Commissioner Lane seconded. Commissioner Kreiner invited the meeting participants to provide comment on the proclamation. Marcy Flickinger, foster care adoption supervisor, reminded everyone that April 3 is the day to wear blue to show their support of child abuse awareness and asked people to send a picture to Tonia Hartzell and she will post. Commissioner Duffy asked If they would be putting out the pinwheels and blue children. Marcy indicated they

would be. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

Prior to the close of the business meeting, Commissioner Kreiner noted that we are in unprecedented times. COVID-19 has affected how we live our lives and do business on a daily basis. We have by order of the Judge locked down the courthouse so that only essential staff are at work. Others are working from home and must be available to come in if needed. Access to the courthouse is by appointment only. Social distancing, hand washing, hand-gel usage, blocking coughs and sneezes with elbows and sanitizing work stations and work areas are the norm. While we hope that this is all short lived, there is no guarantee. The Commissioners continue to work on behalf of all McKean County residents daily – including weekends to stay on top of the situation. We ask that you do your part in helping to stem the spread of the coronavirus as much as possible by following the guidance of the PA DOH, the CDC, the Governor and the President.

9. Public Comment Period None

10. Adjournment

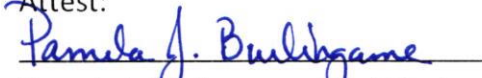
Commissioner Lane moved to adjourn the meeting, Commissioner Duffy seconded.
No further discussion on the motion.
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
Commissioner Kreiner adjourned the meeting at 10: 22 a.m.

Commissioner Kreiner noted that the next meeting would be held on April 14, 2020 and that if the courthouse is not yet open, it will also be held as a teleconference for public participation.

Next Regular Meeting: 10:00 AM April 14, 2020

Respectfully Submitted:
Pamela J. Burlingame
McKean County Chief Clerk

Attest:


Pamela J. Burlingame, Chief Clerk