

BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
MAY 26, 2020



McKean County Commissioners, in a regular meeting, assembled on May 26, 2020, at 10:00 AM, in the Commissioners Meeting Room, McKean County Courthouse.

**Summary of Motions Carried, by Agenda Item No.:**

- 8A1 Adopt Debt Ordinance – Guaranty Airport Authority
- 8B1 Set 2020 County Liquid Fuel Allocation \$112,049.59
- 8B2 Authorize Municipal Allocations for share of CLF from 8B1
- 8B3 HAVA Grant Agreement - Elections
- 8B4 CARES Act Grant Agreement - Elections
- 8B5 YWCA ESG CV Grant Application
- 8B6 Appoint McKean County Primary Election Machine Inspectors
- 8C1 Albert Monitoring Service MOA Department of State
- 8C2 Barracuda Agreement IT 1 Year Lease \$3,422.00
- 8C3 Steel Fusion Lab Service Purchase of Service as Processed
- 8D1 FY 20/21 Avanco CWIS - Renewal
- 8D2 IU9 Early Intervention Amendment – Renewal

**Summary of Agenda Items Denied: None**

**Summary of Agenda Items Tabled: None**

**Commissioners Present:**

In Person: Commissioner Thomas F. Kreiner, Commissioner Cliff Lane, Commissioner Carol Duffy

**In Attendance:**

In Person: Anthony Clarke, Solicitor; Lori Coffman, Finance Director

Teleconference:

Staff: Pamela Burlingame, Dan Wertz, Michelle Hatch, Vanessa Castano, Mary McCormick, Maggie Travis, Teresa Wilcox, Jean Hendrickson, Jeremy Morey, Bob Veilleux

Press: Ted Lutz, Kane Republican; Ruth Bogdan, Bradford Era

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

The Regular Meeting on May 26, 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 welcomed Kimberly Briggs as the new director of the Office of Aging and commended Bill Orzechowski and thanked him for his willingness to work part time to see the transition through. Cliff Lane echoed Commissioner Duffy's sentiment.

Commissioner Kreiner recognized graduating seniors from high school, college, 6<sup>th</sup> grade and noted it is a difficult time to be graduating without any pomp and circumstances as is customary and wished them all the best.

He also noted that last week was EMS workers week. He had recognized nurses, hospitals and police and this wraps up the recognition of all the front line workers during the COVID-19 crisis.

He also recognized the veterans who were honored yesterday for the sacrifices they made for our freedom.

Commissioner Duffy indicated that the Census was moving forward and there are banners in each municipality that are being updated with the numbers of the self-reporting as those increase. That is part of a county wide challenge.

#### B. Human Resources Update

Commissioner Kreiner stated there was one new employee, Frances Carner, Legal Assistant in the District Attorney's office

### **5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the May 12, 2020. meeting. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0.

### **6. Public to be heard**

None

### **7. Old Business – None**

### **8. New Business**

#### A. Ordinances and Policies

- 1) Commissioner Lane moved to adopt the Debt Ordinance in the amount of \$300,000 as a co-signer, as advertised. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0

#### B. Resolutions and Approvals of the Board

- 1) Commissioner Duffy moved to set the 2020 County Liquid Fuels Allocation Amount at \$112,049.59, Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 2) Commissioner Duffy moved to Authorize Municipal Allocation Schedule – See Attachment 8B2 for the distribution of County Liquid Fuels funds as calculated based on roads and population. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0

- 3) Commissioner Lane moved to approve the HAVA Grant Agreement  
Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 4) Commissioner Duffy moved to approve the CARES Act Grant Agreement  
Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 5) Commissioner Lane moved to approve the YWCA – ESG CV Grant Application through the CARES Act as presented. Commissioner Duffy seconded. No discussion on the motion.  
Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 6) Commissioner Duffy moved to accept McKean County Primary Election Machine Inspector Appointments to serve on June 2, 2020 – Attached as 8B6  
Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0

C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Duffy moved to accept Albert Monitoring Service MOA Department of State, Harrisburg, which will be paid for by the state for the first three years and will be the responsibility of the county thereafter. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 2) Commissioner Lane moved to approve a Barracuda Agreement for Information Technology – Link Computer Corporation, Bellwood, PA 1-year lease \$3,422.00  
Commissioner Duffy seconded. Commissioner Lane noted that they did discuss that the amount was not budgeted for the three-year lease and not the one-year lease and Jean thought there could be changes that the one year lease would be more beneficial. No further discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 3) Commissioner Duffy moved to accept a Purchase of Service Agreement from Steel Fusion – Reference Laboratory Services for Processing, Monessen, PA, for the analysis for probation. Commissioner Lane seconded.  
Teresa Wilcox indicated it was as references, it is for the processing of the swabs for drug testing on the probation side as well as DHS. No further discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0

D. DHS Contracts

- 1) Commissioner Lane moved to accept the FY 20/21 – Avanco CWIS – Renewal  
Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0
- 2) Commissioner Lane moved to accept IU9 Early Intervention Amendment – Renewal  
Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0

E. Proclamations and Recognitions

Commissioner Lane read the proclamation for Mental Health Awareness Month for May. Commissioner Duffy moved to accept the Proclamation. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0. Maggie Travis gave an overview of their interventions during the pandemic, she has been making phone calls and video

chats. They have been coordinating with service providers and case managers. She has developed a Facebook page to connect and post uplifting messages and the helpline, warmline and crisis number. She indicated that the tactics are working along with sending cards and masks that have been donated from her church. She has also been sending newsletter and Zoom meetings, Facebook live classes for wellness, music appreciation and connecting. She also read the Mental Health Bell Story.

#### **9. Public Comment Period**

Dan Wertz wanted to build off the proclamation and express his opinion that mental health and physical health and a solid education background are the three pillars required to form a strong foundation for individuals to reach their maximum potential in life. The pandemic reminds us that the balance can be upset this wellness balance, which can come from situations like a pandemic or physical abuse, mental abuse, domestic violence or military impact from service or unexpected loss of loved one, financial uncertainty, or bout of depression from the winter blues. At the end of it all, we all experience various stress in our lives that can upset that balance, there are resources and support. He thanked Maggie for highlighting what she does to support those needs. There are many resources available, he listed several of them that are online. The Governor also announce a "Reachout PA – your mental health matters" to provide feedback to his office. He emailed the details to Pam who will send it along to the media.

#### **10. Adjournment**

Commissioner Lane made a motion to adjourn the meeting, Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0.

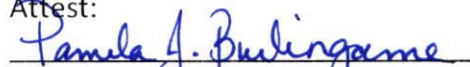
Commissioner Kreiner adjourned the meeting at 10:28 a.m.

Commissioner Kreiner noted that the next meeting would be held on June 9, 2020 and it will also be held as a teleconference for public participation, if it changes, it will be published. He indicated that even though the county was going green, this isn't a return to how things were prior to the virus and asked everyone to continue efforts to stay safe and keep others safe.

**Next Regular Meeting: 10:00 AM    June 9, 2020**

Respectfully Submitted:  
Pamela J. Burlingame  
McKean County Chief Clerk

Attest:

  
Pamela J. Burlingame, Chief Clerk