

**BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
AUGUST 11, 2020**



McKean County Commissioners, in a regular meeting, assembled on August 11, 2020, 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.:

- 8B1 MS-339 County Liquid Fuels Funds Bradford Township \$10,210.88**
- 8B2 MS-339 County Liquid Fuels Funds Smethport Borough \$3,478.23**
- 8B3 Property Tax Refund Brinsky Co. \$303.49, Tnshp \$87.63, School \$8655.37**
- 8B4a Repository Sale 7 Chestnut Street Mt. Jewett \$1,275.00 to Eastman**
- 8B4b Repository Sale 35 Bon Air Drive Foster Tnshp \$300 to Milne**
- 8B5 Tax Exempt Status Kane Borough for 519 Haines Street**
- 8B6 Tax Exempt Status Kane Borough for 432 Greeves Street**
- 8B7 Tax Exempt Status Kane Borough for 430 Greeves Street**
- 8B8 MATP Allocation FY 202021 \$645,913.00**
- 8B9 CAC Grant Submission to PCCD for \$47,000**
- 8B10 No bids received for sale of Light Fixtures**
- 8C1 ESI Employee Assistance Group Renewal Invoice \$10,490.73**
- 8C2 North Central PREP Work Plan**
- 8D1 Good will Industries**
- 8D2 McKean County Housing Authority - Lease**
- 8D3 McKean County Housing Authority - HAP**
- 8D4 ATA**
- 8D5. Office of Aging**
- 8D6 Alcohol and Drug Abuse Services**
- 8D7 Bradford Hospital Foundation**
- 8D8 CASA of McKean County**
- 8D9 Destinations Bradford**
- 8D10 The Guidance Center**
- 8D11 Holly McCrary**
- 8D12 Mark and Sarah Willard**
- 8D13 Carrie and Luke Morley**
- 8D14 Ramsbottom Center**
- 8D15 Lifespan Services of PA**

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: None

Commissioners Present:

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

In Attendance:

Staff: Pamela Burlingame, Chief Clerk; Anthony Clarke, Solicitor; Angelia Tennes, Chief Assessor/Tax Collector; Sean McLaughlin, GIS Coordinator; Gabrielle Neubert, GIS/Planning North Central Workforce Solutions Intern; Jeremy Morey, Planning Director;
Press: Fran DeLancey, The Bradford Era
Public in Attendance: Bart Barton, American Legion
Remote Attendance: Staff: Lori Coffman, Finance Director

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

The Regular Meeting on August 11, 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. Commissioner Kreiner asked those in attendance to keep their face masks on unless they were speaking. 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 noted that the municipalities were doing a great job in response to the census. He said he hoped that there were enough self-responses to decrease the number of people who have to go door to door and thanked the committee for their efforts. Commissioner Kreiner welcomed Gabby Neubert to the meeting and noted that she would also be leaving as she had completed her internship through Workforce Solutions in the Planning Department with GIS. He also welcomed Bart Barton, Adjutant from the Smethport American Legion.

B. Human Resources Update

Commissioner Kreiner noted that there were two new employees - Daniel Golan, Courts – Law Clerk and Bob Veilleux, Economic Development Liaison and two Leave/Change of Service, one for the purposes of retirement: Kim Woods, First Deputy, Prothonotary/Clerk of Courts with her last day being Friday after 20 years of service with the county and he thanked her for her service. They had also received a resignation: Beth Monti, Bradford Township Tax Collector, effective date will be 1-15-2021.

5. Minutes

Commissioner Lane made a motion to accept the Minutes as presented from the July 28, 2020 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 – None**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 MS-339 application from Bradford Township for Liquid Fuel fund allocation of \$10,210.88 for 2020 Road Project to pave Erickson and Fuller Roads. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Duffy moved to approve MS-339 application from Smethport Borough for Liquid Fuel fund allocation of \$3,478.23 to encumber for future paving projects. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 3) Commissioner Lane moved to authorize property tax refunds to Daniel J. Brinsky, Lewis Run, in the amounts of County: \$303.49, Township: \$87.63, School: \$655.37 for taxes paid on an assessment that was adjusted due to an error in the Assessment Book omitting a combination deed recorded on 3/17/2005 to combine parcels 25-020-112 and 25-020-125. Commissioner Duffy seconded. Chief Tax Assessor, Angelia Tennes noted that they were recently made aware of the combination deed that had been recorded and when the transfer occurred, the parcels were not. Under the refund rules in Purdon's and the tax assessment combination law, he is entitled to a six-year refund or as long as he has owned the property. They did the recalculations for him. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) 4a. Commissioner Duffy moved to approve a repository sale for 7 Chestnut Street, Mt. Jewett Borough, reputed owner listed as US National Bank Associates to David L. Eastman and Jason J. Eastman, Kane PA for \$1,275.00. Commissioner Lane seconded the motion. Chief Tax Collector Angelia Tennes noted that they were the only ones who placed the bid and it was awarded by the municipality and the school district. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

4b. Commissioner Lane moved to approve a repository sale for 35 Bon Air Road, Foster Township, reputed owner James and June Hand to Brian and Tawny Milne, Rixford for \$300.00. Commissioner Duffy seconded. Angie Tennes stated that there were other bids on this property, this is the second highest bid, the reason that this was approved was that it borders the Milne's property and the township and school district felt it was better to award this to a neighbor than to bring someone else in and they are going to go ahead and clean up the site. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 5) Commissioner Duffy moved to approve a Request for Exempt Status from the Borough of Kane for 519 Haines Street, Kane as Municipal Government exemption Commissioner Lane seconded. Angie Tennes noted that these properties were purchased from the

county repository and they are exempt from taxes, as municipal entities, and they are processing them. No further discussion on the motion.

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

- 6) Commissioner Lane moved to approve a request for Exempt Status from the Borough of Kane for 432 Greeves Street, Kane as Municipal Government exemption. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 7) Commissioner Duffy moved to Request for Exempt Status from the Borough of Kane for 430 Greeves Street, Kane as Municipal Government exemption. Commissioner Lane seconded. No discussion on the motion.
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 8) Commissioner Lane moved to accept Medical Assistance Transportation Program (MATP) allocation for Fiscal Year 2020-2021 for \$645,913.00, as allocated through notification from the PA Department of Human Services. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 9) Commissioner Duffy moved to approve the Children's Advocacy Center Pennsylvania Commission on Crime and Delinquency (PCCD) grant application for \$47,000. Commissioner Lane seconded. No discussion on the motion.
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0-
- 10) Commissioner Kreiner stated there were no bids for light fixtures, so #10 was not addressed.

C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Lane moved to approve an agreement ESI Employee Assistance Group for Employee Benefit Services for Public Safety for \$2,084.37 and TotalCare for \$8,406.36 from 9/1/2020 to 8/31/2021 for a total Invoice Cost of \$10,490.73 Commissioner Duffy seconded. Commissioner Kreiner noted that he felt this was a great program and he was familiar with it from other places he had worked and it provides employees with options when they don't have anything else to fall back on. No further discussion on the motion.
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to approve a North Central PREP work plan to include confirmation of training and utilization of the required client activity and impact reporting into the Pulse System. Commissioner Duffy seconded. Commissioner Duffy noted that this is the Partnership for Regional Economic Performance and this is something that they do with North Central which coordinates economic development efforts, so this is to help coordinate customer service. Jeremy has been working with North Central to get a new contract in place. She thanked Jeremy Morey for his efforts and stated that it is important to work regionally since many counties in the area face the same challenges. They are trying to improve their relationship with them and make businesses more aware of what North Central does for the county and for the region. They are located in Ridgway and as soon as Covid ends the staff will be attending more

meeting and they will have more of a presence in the county. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

D. DHS Contracts

Commissioner Lane moved to approve the following DHS Agreements, pending solicitor review:

- 1) Goodwill Industries
- 2) McKean County Housing Authority-Lease
- 3) McKean County Housing Authority-HAP

Commissioner Duffy seconded. No discussion on the motion.

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

Commissioner Lane moved to accept the following DHS Human Services Development Fund Agreements, pending solicitor review:

- 4) ATA
- 5) Office of Aging
- 6) Alcohol and Drug Abuse Services
- 7) Bradford Hospital Foundation
- 8) CASA of McKean County
- 9) Destinations Bradford
- 10) The Guidance Center

Commissioner Duffy seconded. No discussion on the motion.

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

Commissioner Lane moved accept the following Resource Family Contracts, pending solicitor review:

- 11) Holly McCrary
- 12) Mark and Sarah Willard
- 13) Carrie and Luke Morley

Commissioner Duffy seconded. No discussion on the motion.

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

Commissioner Duffy moved to approve the following Contractual Agreement, pending solicitor review:

- 14) Ramsbottom Center

Commissioner Lane seconded the motion. No discussion on the motion.

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

Commissioner Lane moved to approve the following Purchase of Service Agreement:

- 15) Lifespan Family Services of PA

Commissioner Duffy seconded. No discussion on the motion.

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

- E) Proclamations and Recognitions: Commissioner Duffy read the Proclamation declaring August 2020 as Smethport American Legion Bucktail Post #138 Month in honor of their 100th anniversary. Bart Barton, Adjutant, accepted the proclamation on behalf of the American Legion.

9. Public Comment Period

2020 GIS Intern Gabby Neubert, a student at SUNY Geneseo provided a presentation on her achievements and contributions during the summer under the supervision of Sean McLaughlin.

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 10:54 a.m.

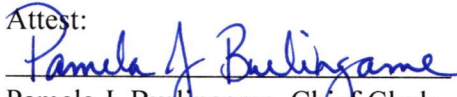
Next Regular Meeting: 10:00 AM August 25, 2020

Respectfully Submitted By:

Pamela J. Burlingame

McKean County Chief Clerk

Attest:


Pamela J. Burlingame, Chief Clerk