

**BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
AUGUST 25, 2020**



McKean County Commissioners, in a regular meeting, assembled on August 25, 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 Lafayette Township \$5,165.19**
- 8B2 MS-339 County Liquid Fuels Funds Otto Township \$3,878.00**
- 8B3 Agreement County CARES Food Grant with JIT Duke Center**
- 8B4 Agreement County CARES Food Grant with Bradford FUMC**
- 8B5 Intergovernmental Agreement Courts/DRO Hearing Officer**
- 8B6 Intergovernmental Agreement Courts/DRO Establishment Officer**
- 8B7 Intergovernmental Agreement County/DRO Title IV-D Legal Services**
- 8C1 Online Dog Licensing Agreement Fairfield Computer \$1,200/year**
- 8C2 Maintenance Agreement Penn Powers Stationary \$5,360/year**
- 8C3 Maintenance Agreement Penn Powers Portable \$2,665/year**
- 8C4 Lease Bert's Acres LLC Gibbs Hill Tower \$250/month plus \$2,300 interim**
- 8D1 Bruce and Rhonda Courteau – Resource Family Contract**
- 8D2 Greg Nichols – Resource Family Contract**
- 8D3 Bonnie and Jesus Smith – Resource Family Contract**
- 8D4 The Guidance Center – Contractual Agreement**
- 8D5 Avanco**
- 8D6 Beacon Light Behavioral Health**
- 8D7 LYFT Learning LLC**

**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; Daniel J. Hartle, Assistant Solicitor; Jeremy Morey, Planning Director; Melissa Jo Smith, Treasurer, Bob Veilleux, Economic Development  
Press: Fran DeLancey, The Bradford Era; Claire Galvin, The Kane Republican  
Public: Linda Duffy, Alan Gingrich

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

The Regular Meeting on August 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. 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 Duffy commented regarding the census, they did received an email from Heather, the Partnership Specialist stating that McKean County was just 1% away from meeting their 2010 self-response rate. She encouraged people to get their census completed and said they are aware that census takers are visiting people's doors. Jeremy Morey said that McKean County is currently second in the six-county region, behind Elk County and ahead of Clearfield County. They are partnering with the Unite Way of Bradford who will be doing a chicken BBQ on September 3 and they will be supplying census literature that will go home with every order and he encouraged people to take the census. He said it is not too late and that people have until September 30 to complete it. He said that the enumerators are coming to doors in the mornings, afternoons and evenings and it only take 10 minutes and impact McKean County for the next 10 years and that McKean County could certainly use everybody's participation to get a complete count. Commissions Kreiner reminded the local businesses that the CARES Act money is in so anyone who is looking to fill out anything for the small businesses can go to the website and all the information is there.

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

Commissioner Kreiner noted that there were two new employees – Lauren Frontino, a clerk in the Prothonotary Office and there were not leaves or change of service.

#### **5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the August 11, 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 Duffy moved to approve MS-339 application from Lafayette Township for the full allocated amount of \$5,165.19 for seal coat for township roads. 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 MS-339 application from Otto Township for Liquid Fuel fund allocation of \$3,878.00 to encumber for future projects. 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 an agreement with the County for the CARES Food Allocation grant with Just in Time (JIT) Duke Center United Methodist Church. 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 an agreement with the County for the CARES Food Allocation grant for the Emergency Food Program at Bradford First United Methodist Church (FUMC). 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 an Intergovernmental Agreement between McKean County Commissioners and the Court of Common Pleas, Domestic Relations Section, for the provision of Hearing Officer Services effective October 1, 2020 through September 30, 2025. Commissioner Lane seconded. No discussion on the motion.  
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 6) Commissioner Lane moved to approve Intergovernmental Agreement between McKean County Commissioners and the Court of Common Pleas, Domestic Relations Section, for the provision of Establishment Officer Services effective October 1, 2020 through September 30, 2025. Commissioner Duffy seconded. No discussion on the motion.  
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 7) Commissioner Duffy moved to approve a Service Agreement between the McKean County Commissioners, on behalf of the McKean County Court of Common Pleas Domestic Relations Section, and Michael D. Alfieri, for the provision of Title IV\_D legal services, effective October 1, 2020 through September 30, 2025. Commissioner Lane seconded. No discussion on the motion.  
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

### C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Lane moved to approve an Online Licensing Agreement with Fairfield Computer Services, LLC (FCS) for an initial term of 2 years with an automatic renewal for three successive 1-year terms, unless terminated. The cost of \$1,200 per year. Commissioner Duffy seconded. No discussion on the motion.  
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Duffy moved to approve an agreement with Penn Powers Systems for Emergency Generator Planned Maintenance Agreement for Stationary Systems from July 1, 2020 to June 30, 2021 for \$5,360.00. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 3) Commissioner Lane moved to approve an agreement with Penn Powers Systems for Emergency Generator Planned Maintenance Agreement for Portable Systems from July 1, 2020 to June 30, 2021 for \$2,665.00. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) Commissioner Duffy moved to approve a Lease Agreement with Bert's Acres, LLC for the Gibbs Hill Tower Site and Equipment Shelter in Ludlow PA for \$250 per month for 20 years with a 90-day termination clause; and \$2,300 interim payment for time period of expired prior lease @ \$100 per month from October 2018 to August 2020. Commissioner Lane seconded. No 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:

- 1) Bruce and Rhonda Courteau – Resource Family Contract
  - 2) Greg Nichols – Resource Family Contract
  - 3) Bonnie and Jesus Smith – Resource Family Contract
- 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 Contractual Agreements:

- 4) 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:

- 5) Avanco – upgrade to CAP System which is an upgrade to accounting and profile
  - 6) Beacon Light Behavioral Health
  - 7) LYFT Learning LLC for Life Skills re-imagined projects
- Commissioner Duffy seconded. No discussion on the motion.  
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0

E) Proclamations and Recognitions: None.

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

Linda Duffy said they came today because they were told by Planning Commission Office that there would be a presentation today concerning a 700-acre solar farm in Sergeant Township. Jeremy Morey indicated that the presentation would happen, they were informed by the installer. The two people attending were involved in the Comprehensive Planning sessions and they were concerned citizens that wanted to be informed of any activities that were proposed in Sergeant Township and this is a large-scale development so he had reached out to them and invited them. It was his understanding from the developer that there would be a presentation at this meeting. Chief Clerk Pam Burlingame stated that the company had inquired about doing a presentation or coming to a meeting to present and that it had not yet been scheduled. Linda Duffy said that about 300 feet from where they live they had seen surveyors and asked them to help them understand what was going on and were told that Rockwell International was interested in installing a solar farm. Fran DeLancey asked follow up questions about the provisions of the services for the intergovernmental agreement asking if they were being outsourced. Commissioner Kreiner indicated they were in house people who were already in the positions and being renewed. Linda Duffy asked if there was information posted for the agenda for the board. Commissioner Kreiner asked her to contact Pam Burlingame, Chief Clerk.

### **10. Adjournment**

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

No further discussion on the motion.

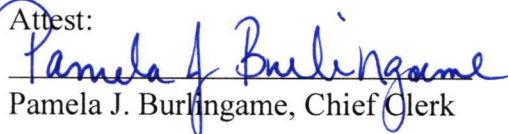
Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

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

**Next Regular Meeting: 10:00 AM September 8, 2020**

Respectfully Submitted By:  
Pamela J. Burlingame  
McKean County Chief Clerk

Attest:

  
Pamela J. Burlingame, Chief Clerk