

**BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
JANUARY 12, 2021**



McKean County Commissioners, in a regular meeting, assembled on January 12, 2021, at 10:00 AM, both remotely and in the Commissioners Meeting Room, McKean County Courthouse, 500 West Main Street, Smethport.

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

- 8B1 Subcontract A Partnership in Housing ESG20**
- 8B2 Subcontract A Partnership in Housing ESG -CV**
- 8B3 Subcontract YWCA ESG20**
- 8B4 Subcontract YWCA ESB-CV**
- 8B5 Budget Revision request to DCED ESG19**
- 8B6 Accept \$7,506.16 DOS GEMS Grant**
- 8B7 Tax Refund Delullo Trucking \$3,149.27**
- 8B8 Accept RACP funding \$3,000,000 UPB Building**
- 8B9 License Agreement 454 W Washington Bradford UPB**
- 8B10 Blighted Property Review Committee Appointments (4)**

**Summary of Agenda Items Denied: None**

**Summary of Agenda Items Tabled: None**

**Commissioners Attending:**

Commissioner Carol E. Duffy

Remote: Commissioner Thomas F. Kreiner, Commissioner Clifford Lane

**In Attendance:**

**Remote Attendance:**

Staff: Pamela Burlingame, Chief Clerk; Anthony Clarke, Esq., Solicitor; Lisa Pratt, Elections; Tracy Carl, Director DES; Angie Tennies, Tax Claim Director; Lori Coffman, Finance Director; Public: Melissa Newcome, McKean County Redevelopment Authority; Donald Payne, Kane Borough Manager

Press: Fran DeLancey, The Bradford Era; Claire Galvin, The Kane Republican

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

The Regular Meeting on January 12, 2021 of the McKean County Board of Commissioners was called to order by Commissioner Kreiner at 10:00 AM, followed by the Pledge of Allegiance. 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 county is in the process of setting up Covid -19 testing through AMI and should have something to release this week.

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

New Employees: Andrew Lathrop, Part Time Correctional Officer 1/18/2021

Leave/Change of Service: None

#### **5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the December 30, 2020 Special 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** – Fran DeLancey asked for details on items B 1-5. Pam will email them.

**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 a Record Keeping Matter: Subcontract Agreement for McKean County Redevelopment & Housing Authority A Partnership in Housing – Housing and Homeless ESG20. Commissioner Lane seconded the motion. Pam commented that the grant had already been approved and in a file review, these documents were noted as needed, and cited staffing changes. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to approve a Record Keeping Matter: Subcontract Agreement for McKean County Redevelopment & Housing Authority A Partnership in Housing – Housing and Homeless ESG-CV. Commissioner Duffy seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to approve a Record Keeping Matter: Subcontract Agreement for YWCA– Housing and Homeless ESG-CV Commissioner Lane seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Lane moved to approve Record Keeping Matter: Subcontract Agreement for YWCA– Housing and Homeless ESG20. Commissioner Duffy seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Duffy moved to approve a Budget Revision Request to DCED for McKean County Redevelopment & Housing Authority – Housing and Homeless ESG19 for A

Partnership in Housing and YWCA to submit to DCED. Commissioner Lane seconded. Pam noted that DCED provides funding to these two organizations, through an Emergency Services Grant. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 6) Commissioner Lane moved to accept \$7,506.16 as authorized by the Department of State for Grants for Election Modernization and Security (GEMS) program to reimburse 60% of the total amount of additional expenses the County incurred through the purchase/lease of DOS voting systems with voter-verifiable paper record. Commissioner Duffy seconded. Lisa Pratt noted this was for additional equipment that was needed and funded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0
- 7) Commissioner Duffy moved to approve a Tax Refund for overpayment of taxes for taxes paid by Delullo Trucking Corporation who was not the legal owner of record. Parcel No. 26-999-002 County Tax Refund: \$3,149.27; Liberty Township Tax Refund: \$529.59; Fire Protection Refund: \$385.63. Commissioner Lane seconded. Angie Tennes noted that the property tax bills were forwarded by the tax collector by the tax collector and they paid them. They are researching the title changes and she will follow up. Commissioner Kreiner asked her if she was comfortable with the issuance of a refund. She said JBR Partners did not acquire numerous parcels in 2002 and this one was not one of them and then it passed on to Delullo. It is a compounded situation and they are rectifying the matter through deeds and descriptions. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0
- 8) Commissioner Lane moved to accept \$3,000,000 Redevelopment Assistance Capital Program (RACP) funding for the Engineering and Computer Information Technology Building at the University of Pittsburgh at Bradford. Commissioner Duffy seconded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0
- 9) Commissioner Lane moved to approve a License Agreement with the University of Pittsburgh to temporarily license a portion of the campus, 450 West Washington Street, Bradford, for the purpose of providing COVID-19 testing and vaccine distribution and administration as part the County's Pandemic mitigation measures. Commissioner Lane seconded. Tracy Carl mentioned that Pitt campus has been cooperative and he wanted to thank them for making this happen. Commissioner Duffy thanked Tracy and his staff for their work on this. No further discussion on the resolution. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0
- 10) Commissioner Duffy made a motion to appoint the following to the McKean County Blighted Property Review Committee February 9, 2020 to February 9, 2022:
  - a. Clifford Lane
  - b. Steve Bell
  - c. George Hocker
  - d. Donald Payne
  - e. Jeremy Morey

Commissioner Kreiner seconded the motion. Pam noted that the appointments were retroactive to that date in 2020 and that the committee does not take official action so the

appointments would qualify for the two-year term, with one year being retroactive. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner. Abstain: Lane. Passed 2-0

C. Contracts/Leases/Purchase Agreements: None

D. DHS Contracts: None

E. Proclamations and Recognitions: None

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

Commissioner Kreiner noted that the next meeting would be on January 26, 2021. Don Payne asked if the agreement of the Lien Assignment for CDGBG and Act 152 was not on the agenda. Commissioner Kreiner indicated that it would be on a future agenda as there is more information needed.

#### **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 10:16 a.m.

Respectfully Submitted By:



Pamela J. Burlingame

McKean County Chief Clerk