

BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
MARCH 24, 2021



McKean County Commissioners, in a regular meeting, assembled on March 24, 2021, 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 North Central Mini Grant Agreement \$1,620**
- 8B2 North Central PREP Modification Funding \$9,511**
- 8B3 Reaffirm Safety Policy**
- 8C1 Inmate Telephone Agreement Amendment, add two year, no cost increase**
- 8C2 Skypacket Network Provider Services Master Agreement**
- 8C3 Lifesize, Inc. Renewal for Courts \$149.95**
- 8D1 DHS Resource Family – Mohamadzadeh & Moghaddas**
- 8D2 DHS Resource Family - Windsor**
- 8D3 DHS Purchase of Service Children's Aid Society of Mercer County**
- 8D4 DHS Agreement Housing Authority – Emergency Rental Assistance Program**

**Summary of Agenda Items Denied: None**

**Summary of Agenda Items Tabled: None**

**Commissioners Attending:**

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

**In Attendance:**

Pamela Burlingame, Anthony Clarke, Esq.,

**Remote Attendance:**

Jeremy Morey; Lori Coffman; Dan Woods, Bob Veilleux, Marcy Flickinger, Suzie Meyer-Page, Amanda App, Sarah Glover, Melissa McIntyre, Shawn McAulay

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 March 23, 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.

Commissioner Kreiner presented the draft agenda. Commissioner Duffy made a motion to accept the Agenda as presented. Commissioner Lane seconded. No further discussion. Vote on the motion: Yes: Kreiner, Duffy, Lane. Carried 3-0.

#### **4. Comments and Announcements**

##### **A. Commissioners Comments:**

Commissioner Duffy brought attention to the PA State Transportation Commission and that they held a forum yesterday and have a survey requesting public input for their 12-year Transportation Program process. Jeremy Morey added the public comment is open until April 14 and asked people to participate. He said individuals can indicate their priorities as to where PennDOT believes the tax dollars should go and there is an interactive map available to pinpoint an issue to incorporate into the plan.

Commissioner Duffy also let everyone know that they received a certificate from the US Census Bureau recognizing the county for the Census Community Partnership and Engagement program. Heather Conrad met with them and discussed the other services the Census offers. Jeremy Morey reviewed how the Complete Count Committee to help spread the word and get response rates up. There were 69 partners, 249 commitments and events, 26 recruiting events, 11 MQA events, and they surpassed their 2010 response rate and were 2<sup>nd</sup> in the North Central region in PA. McKean County had one of the highest phone responses in the state. There are also ongoing projects with the census at [data.census.gov](http://data.census.gov). He congratulated everyone who was on the committee.

Commissioner Kreiner said the county had a few vaccine clinics, one in Port Allegany where 500 were vaccinated and one in Bradford at the former BCC school where 1,120 people were vaccinated. It's been a challenge to get vaccines. He commended the McKean County Department of Emergency Services and the staff at the Port Pharmacy and the Bradford Regional Medical Center and especially those who have volunteered to staff the phone center and at the clinics. He said it ran smoothly and there was minimal waiting time.

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

New Employees:

Aaron Meserole PT Correctional Officer Jail

Julia Greenman PT Dispatcher 911

Leave/Change of Service: None

#### **5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the March 9, 2021 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 a North Central Pennsylvania Regional Planning and Development Commission Partnership for Regional and Economic Development (PREP) 20-2021 Cost Reimbursement Agreement - Mini Grant for Market Study/Leakage Analysis Project, for \$1,620. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to approve North Central Pennsylvania Regional Planning and Development Commission Partnership for Regional and Economic Development (PREP) Modification to Agreement McKean Prep 101` for additional funding of \$9,511 for a new subcontract total of \$13,031. Commissioner Duffy seconded the motion. Bob Veilleux indicated this was additional funding received due to Covid at North Central that was allocated out. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to Reaffirm Safety Policy, to extend effective date of March 6, 2012. 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 Duffy moved to approve the MCM Consulting Group, Inc Professional Services for 911 Planning for \$13,000 for 3 years for contracts running February 1 to January 31 for 2021, 2022, and 2023 through January 2024. Commissioner Lane seconded. Sheriff Dan Woods commented that the operator of the inmate telephones and video visits, IC Solutions, they have a portable cart that can be used for isolated inmates to maintain visits. This allows it to continue and no cost to the county as the inmates make and pay for their phone calls. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to provisionally approve, pending solicitor review, Skypacket Network Provider Services Master Agreement for 50% of the network costs, \$10 per residential customer and \$15 per commercial customer, and a \$1.00 fee per month for each connection with terms of 60 months and attachment B with terms of 120 months. Commissioner Duffy seconded and noted that this was the agreement between the county and Skypacket and not the end user agreement for the customers. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 3) Commissioner Lane moved to approve Lifesize Inc. Annual Renewal Agreement for McKean County Courts Host Video Conferencing Agreement for \$149.95. Commissioner Duffy seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Carried 3-0.

#### D. DHS Contracts

- 1) Commissioner Duffy moved to approve Resource Family Contract - Esmail Mohamadzadeh & Banafsheh Lotfi Moghaddas. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 2) Commissioner Lane moved to approve Resource Family Contract Resource Family Contract - Robert and Tina Windsor Jr. Commissioner Duffy seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 3) Commissioner Duffy moved to approve Purchase of Service Agreement - Children's Aid Society of Mercer County. Commissioner Lane seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) Commissioner Lane moved to approve Agreement - McKean County Housing Authority-Emergency Rental Assistance Program. Commissioner Duffy seconded. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Carried 3-0

#### E. Proclamations and Recognitions:

- 1) Women's History Month – March 2021
- 2) Child Abuse Prevention Month – April 2021

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

Shawn McAulay thanked the commissioners for recognizing the Child Abuse Prevention month. Marcy Flickinger said details about the month's events can be found on the McKean County Human Services page. Commissioner Kreiner thanked the Human Services staff for the work they do on behalf of the children of the county, often times painstakingly to make sure that the children are cared for year-round.

Commissioner Kreiner noted the next meeting would be on April 13, 2021 at 10:00 a.m.

#### **10. Adjournment**

Commissioner Lane moved to adjourn the meeting. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0. Commissioner Kreiner adjourned the meeting at 10:29 a.m.

Respectfully Submitted By:



Pamela J. Burlingame  
McKean County Chief Clerk