

**BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
APRIL 13, 2021, 2020**



McKean County Commissioners, in a regular meeting, assembled on April 13, 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 Application for ARC POWER grant \$400,000 with county match of \$400,000**
- 8B2 County Tax Refund, \$130.01 to Mary Dalaba, Parcel 26-006-211-1**
- 8B3 County Tax Refund, \$14.12 to Joseph and Dolores Smith, Parcel 02-004-205**
- 8B4 County Tax Refund \$196.86 to Owen and Mary Miller, Parcel 16-007-202-6**
- 8B5 Tax Claim recapture taxes due for KOZ (8) properties – no application**
- 8B6 Designate Second Harvest as Lead Agency for SFPP and TEFAP 2021-2022**
- 8C1 KOS Lease DA Canon Copier @ \$92.73/mo, 5 yr with Maintenance**
- 8C2 KOS Lease Register Wills Canon Copier @ \$71.10/mo, 5 yr with Maintenance**
- 8C3 KOS Lease Tax Claim Canon Copier @ \$96.24/mo, 5 yr with Maintenance**
- 8C4 KOS Lease Prothonotary Canon Copier @ \$97.48/mo, 5 yr with Maintenance**
- 8C5 KOS Lease Family Law Canon Copier @ \$47.21/mo, 5 yr with Maintenance**
- 8C6 KOS Lease Commissioners Canon Copier @ \$166.47/mo, 5 yr with Maint.**

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: None

Commissioners Present:

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

In Attendance:

Staff: Pamela Burlingame, Chief Clerk; Anthony Clarke, Esq., Solicitor; Angie Tennies, Zach Pearson.

Remote Call In: Lori Coffman, Bob Veilleux, Lori Coffman, Don Payne, DA Stephanie Vettenburg-Shaffer; Fran DeLancey, The Bradford Era; Claire Galvin, Kane Republican; Carolyn Newhouse

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

The Regular Meeting on April 13, 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 and a moment of silence. 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 asked Zach Pearson to give an update on information about Covid-19 vaccinations available to veterans. Zach indicated that there had been mass vaccinations clinics for veterans each weekend over the past few months in the region. They have now expanded the eligibility to veterans who are not enrolled in their healthcare as well as spouses and caregivers. He has the information on how to schedule an appointment.

Commissioner Duffy reminded that the county hospitality industry grant is still open. There is \$460,134.00 to administer. Lori Coffman said they have currently received 25 applications. The first-round closes April 15, but it will likely be extended to utilize all the funding.

Commissioner Kreiner gave an update on vaccines. He said Port Pharmacy did round 2 on Sunday and a clinic on Monday with the one-shot vaccine at the Smethport Fire Hall. Bradford is doing a full clinic for shot 2 for 1,220 at a clinic today. Kane does a clinic every Wednesday and Thursday from 8 to 4 at the Fire Hall, you have to call for an appointment. Bradford will do a clinic on Saturday; April 24 and you can register online or call. He said the commissioners are grateful for every vaccine that comes into the county and it was a long time coming. He also noted the Governor had opened the vaccines up to everyone as of today. He said the county is still working to get all of their 1As done.

B. Human Resources Update

New Employees: Linda Lazusky – Part Time Nurse at McKean County Prison

Leave/Change of Service: None

5. Minutes

Commissioner Lane made a motion to accept the Minutes as presented from the March 27, 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 – Carolyn Newhouse publicly thanked the Commissioners for their efforts on getting vaccines for the county. She said the fact that they didn't have any vaccines coming in for so long and that they recognized that and she wanted to recognize all of their efforts at working with all of the various agencies at the state level in order to make that happen. Commissioner Duffy said there wasn't a time where there was no vaccine coming in but there was a clerical error that appeared on the map and it did end up bringing more vaccine into the county.

7. Old Business – None

8. New Business

B. Ordinances and Policies – None

C. Resolutions and Approvals of the Board

- 1) Commissioner Duffy moved to authorize a Grant Application to Appalachian Regional Commission POWER Grant fund for \$400,000 with a \$400,000 county match for a total project cost of \$800,000 to add fixed wireless equipment at three additional tower sites for Broadband. Commissioner Lane seconded the motion. Bob Veilleux said he thought it was a good expansion into the county that weren't served in Phase I and it would bring

service to about 3,000 additional structure sights in the county. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

- 2) Commissioner Lane moved to approve a Refund for County Taxes, Parcel 26-003-211-1, Liberty Township in the amount of \$130.01 to Mary Dalaba for county tax paid at discount on assessment that had a revision application on file for a use change prior to the 2021 tax period. 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 a Refund for County Taxes, Parcel 02-004-205, Bradford City 2nd Ward in the amount of \$14.12 to Joseph and Dolores Smith, Jr. to refund the change in payment on the first installment at face value on the assessment due the house on this parcel being demolished prior the 2021 tax year. 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 a Refund for County Taxes, Parcel 16-007-202-6, Annin Township, \$196.86 to Owen and Mary Miller for county tax paid as overpayment at face value when the owners were under the discount period at the time of the payment. 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 Authorize the Tax Claim Bureau to recapture county taxes for properties in the Keystone Opportunity Zone (KOZ) for applications not in compliance for the 2020 tax year.

Assessed Owner	2020 County Tax Face Value	Reason
WMP Eldred LLC	\$ 20,116.22	No application
Ravyn & Robyn Pa Holding, LLC.	\$ 1,480.05	No application
Todd L. Hennard	\$ 416.50	No application
DJN Land Holdings, LLC.	\$ 4,714.29	No application
Michael J Kocjancic	\$ 601.84	No application
Columbia Gas of PA	\$ 214.13	No application
Brian D & Jenna K Zetwick	\$ 247.08	No application
William Huber	\$ 106.33	No application

Commissioner Lane seconded the motion. Angie Tennes made a correction to the list as it had been formatted and omitted one of the entries for Huber. The list was amended to reflect the correction. She said they would recapture the bill with the option for payment at discount, face and penalty as if they are getting the tax bill for the first time. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

- 6) Commissioner Lane moved to Designate Second Harvest Food Bank of Northwest Pennsylvania as the Lead Agency for FY 2021/2022 for the State Food Purchase Program and The Emergency Food Assistance Program. Commissioner Duffy seconded the motion. Commissioner Duffy said that the Chief Clerk has gone through the process of working with the food banks and that they had met with Second Harvest a few years ago and were aware that it was an option for them to administer this. It seems like the best solution at this time as they believe they will be able to get more food for the dollar.

She said it is a lot of work and they are set up to administer that more effectively. Pam Burlingame said the expectation is that there will be a large quantity of food distributed countywide to more providers and not limited to the five pantries. Commissioner Kreiner said the goal was get as much food out to as many people in need as possible. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane.
Carried 3-0.

Contracts/Leases/Purchase Agreements/Refunds

- 1) Commissioner Duffy moved to approve the KOS Lease Agreement for the District Attorney's Office for Canon DX C3725I Copier for a five-year lease @ \$92.73 per month with Maintenance Agreement billed monthly @ \$0.068 per color copy and \$0.007 for black and white copies. 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 the KOS Lease Agreement for the Register of Wills Office for Canon 4725I Copier for a five-year lease @ \$71.10 per month with Maintenance Agreement billed monthly @\$0.0062 per black and white copy. 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 KOS Lease Agreement for the Tax Claim Office for Canon DX C3730I Copier for a five-year lease @ \$96.24 per month with Maintenance Agreement billed monthly \$0.068 per color copy and @\$0.007 per black and white copy. 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 KOS Lease Agreement for the Prothonotary's Office for Canon DX 4545I for a five-year lease @ \$97.48 per month with Maintenance Agreement billed monthly @ \$0.0062 per black and white copy. 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 KOS Lease Agreement for the Family Law Office for Canon DX 527if for a five-year lease @ \$47.21 per month with Maintenance Agreement billed monthly @ \$0.0069 per black and white copy. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 6) Commissioner Duffy moved KOS Lease Agreement for the Commissioner's Office for Canon DX 6755i for a five-year lease @ \$166.47 per month with Maintenance Agreement billed monthly @ \$0.0055 per black and white copy. Commissioner Lane seconded the motion. Commissioner Duffy noted that this machine has a fax as well as being a copier. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0

D. DHS Contracts
None

E) Proclamations and Recognitions:

National Library Week April 4-10, 2021
Pennsylvania 811 Safe Digging Month April 2021
National County Government Month "Counties Matter" April 2021
Conservation District Week April 18 – 24, 2021
911 Public Safety Telecommunicator Week April 11-17, 2021

9. Public Comment Period

Stephanie Vettenburg-Shaffer, McKean County District Attorney, gave an update on a street drug, etizolam, that she and other local District Attorneys are advocating to classify as a Schedule I controlled substance to enable prosecution. She provided instances of occurrence of the use of the drug and her concerns about the method of administration and how the drug is disguised. She cited statistics about the potency and subsequent danger of the drug and indicated they prosecutors had collectively contacted legislatures to take this action to criminalize etizolam in Pennsylvania

Next Regular Meeting will be held on April 27, 2021.

10. Adjournment

Commissioner Duffy moved to adjourn the meeting, Commissioner Lane seconded.
No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
Commissioner Kreiner adjourned the meeting at 10:38 a.m.

Respectfully Submitted:



Pamela J. Burlingame
McKean County Chief Clerk