

BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
MAY 11, 2021



McKean County Commissioners, in a regular meeting, assembled on May 11, 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 Appointment of Machine Inspectors for the May 18, 2021 Municipal Primary**
- 8B2 McKean County Family Center Grant Extension 7/1/2021 to 9/30/2021**
- 8B3 Plans of Safe Care Support Grant Accepted FY 20/21-21/22 \$82,306.50**
- 8B4 ESG Budget Modification Reallocate \$1,946.10**
- 8B5 Re-Appoint Jeremy Morey to IDA Board of Directors through 12/31/2024**
- 8B6 Appoint Crystal Kocjancic to IDA Board of Directors through 12/31/2025**
- 8C1 Consent Agenda – Approve Change order for Roofing \$29,936.57**
- 8C2 Open Bids for Patching and Sealing Project as Advertised**
- 8C4 Physician Services Contract Dr. Castellano for Jail 3yr, start \$61,298.72**
- 8C5 KOS Maintenance Agreement Veterans \$265/yr**
- 8C6 KOS Maintenance Agreement Controller \$265/yr**
- 8C7 Change order Roofing – Install Alpine Snowguard \$21,376.91**

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: 8C3 Award of Bid for Paving Sealing

Commissioners Present:

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

In Attendance:

Pamela Burlingame, Chief Clerk; Anthony Clarke, Solicitor; DA Stephanie Vettenburg-Shaffer;
Rob Dickinson, PSU Ext.; Jody Bloomquist, Controller
Remote Call In: Ruth Bogdan, The Bradford Era
Lori Coffman, Mary McCormack, Dan Wertz, Maggie Travis, Morgan Cady, Katie Schmidt

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

The Regular Meeting on May 11 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. Commissioner Duffy moved to accept the Agenda. Commissioner Lane seconded. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

4. Comments and Announcements

A. Commissioners Comments

Commissioner Duffy said the Hospitality Grant or CHIRP grant is still available and that applications are due on May 15. They are looking for applications to come in so the funding can be distributed.

Commissioner Kreiner announce upcoming Covid-19 vaccination clinics - May 18, Port Pharmacy will do a clinic in Eldred at the Fire Hall, there are appointments available and walk-ins are welcome. There are additional smaller clinics in Kane and Bradford. Yesterday Pfizer announced it expects to be approved for 12-15-years old, which may increase the need. He also said the restrictions on gatherings will be lifted by the Governor at the end of the month, with the exception of masks, which will be required until 70% of the population is vaccinated.

Rob Dickinson, Penn State Cooperative Extension, presented a program to update the Commissioners of the accomplishments and projects of Penn State Cooperative Extension and introduced new staff members who are Extension Educators, Morgan Cady and Katie Schmidt who each presented their program highlights.

B. Human Resources Update

New Employees:

Jacob Hutchings – PT Correctional Officer, start date 5/3/2021

Jennifer Reed – Administrative Assistant, Juvenile Probation, start date 5/7/2021

Leave/Change of Service: None

5. Minutes

Commissioner Lane made a motion to accept the Minutes, as presented, from the April 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 – 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 McKean County Board of Elections Appointment of Machine Inspectors to serve during the Municipal Primary Election on May 18, 2021 as listed on Exhibit A, as attached to resolution. 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 McKean County Family Center Grant Extension for 2020-2021 from July 1, 2021 to September 30, 2021 to prevent lapse of service for Evidence Based Home Visiting Programs and Family Support Programs in the amount: \$82,306.50. Extension is due to a notification from PA Office of Child Development and Early Learning that the 2021 applications were on hold and are

pending to be open in advance of September 2021. Commissioner Duffy seconded the motion. Pam Burlingame said this is ¼ of the anticipated allocation for the year. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

- 3) Commissioner Duffy moved to Accept PA Department of Human Service Office of Children, Youth and Families, Plans of Safe Care Support Grant Agreement FY 21/22 to 22/23 for \$60,000 to enhance and expand services for substance affected infants and their families. Commissioner Lane seconded the motion. Dan Wertz stated that the funding is unmatched federal dollars that is coming to the county through the state. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) Commissioner Lane moved to approve the ESG19 Budget Modification to reallocate \$1,946.10 from Homeless Prevention Rental Assistance to Rapid Re-Housing Services due to the impact of the eviction moratorium, with funds to be expended by the end of the grant term, 5/26/2021. 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 Re-appoint Jeremy Morey to the Industrial Development Authority Board of Directors, for a five-year term, January 1, 2020 to December 31, 2024. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 6) Commissioner Lane moved to approve Appoint Crystal Kocjancic to the Industrial Development Authority Board of Directors, for a five-year term, January 1, 2021 December 31, 2025. Commissioner Duffy seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

C. Contracts/Leases/Purchase Agreements/Refunds

- 1) Commissioner Duffy moved to approve Consent Agenda Item – Change order for McKean County Courthouse Re-roofing project to tear off existing nail board on Area A. This tear area does not include the existing vapor barrier or the nailable concrete plank. Install new 1.5” insulation, 2” insulation and 5/8” OSB for a total cost of \$29,936.57. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Kreiner directed the Controller to open the bids for patching and sealing the McKean County CYS/911 parking lots and service roads, as advertised and bids received by Controller. Controller Jody Bloomquist indicated there was one bid received and it was from by IA Construction Corporation. The total bid amount was \$34,199.34. He indicated there were also 21 conditions listed to be accepted by the commissioners. Solicitor Tony Clarke indicated that with 21 conditions, they would need to review in full before accepting the bid.
- 3) Commissioner Lane moved to table the awarding of the Bid for McKean County CYS/911 parking lots, pending verification of documents and review of solicitor, to include milling and/or saw cut and removal of designated areas as well as approximately

300 feet of new driveway to include line painting. Commissioner Duffy seconded the action. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

- 4) Commissioner Duffy moved to accept an Agreement for Physician Service Contract with George Castellano, M.D., as provider for on-site physician services to the County at McKean County Jail for a three-year contract from June 1, 2021 to May 31, 2024; with the following compensation for services and payments as outlined in agreement: Year One \$61,298.72, Year Two: 62,524.69, Year Three \$63,775.18, representing a 2% annual increase Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 5) Commissioner Lane moved to accept KOS Maintenance Agreement for copier owned by the county – Veterans Office. Annual renewal at \$265.00 for the year. Terms include an allowance of 24,000 copies per year with overages billed at \$0.009 per copy, to include parts, toner and labor from May 1, 2021 to May 1, 2022. Commissioner Duffy seconded the motion. Commissioner Kreiner noted that toners are included and departments need to get toners through them. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 6) Commissioner Duffy moved to accept KOS Maintenance Agreement for copier owned by the county – Controller's Office. Annual renewal at \$265.00 for the year. Terms include an allowance of 24,000 copies per year with overages billed at \$0.008 per copy, to include parts, toner and labor from May 1, 2021 to May 1, 2022. Commissioner Lane seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 7) Commissioner Lane moved to accept Change Order for roof project McKean County Courthouse Re-Roofing to install Alpine Snowguards Aluminum mill finish 3 rail system at an additional cost of \$21,376.91. Commissioner Duffy seconded the motion. Commissioner Kreiner said this was an issue that became apparent this past winter and that snow does not adhere to the roofing material like it would on an asphalt shingle and there has been a suggestion for the funds to come from the Safety Grant. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

D. DHS Contracts

E. Proclamations and Recognitions:

1. Commissioner Duffy read a Proclamation for National Prevention Week May 9-15
2. Maggie Travis talked about the initiatives of the STEPS program which is part of the Guidance Center and read the Bell Story about Mental Health Awareness.
Commissioner Lane read a Proclamation for Mental Health Awareness Month– May 2021

9. Public Comment Period

Dan Wertz said that the Emergency Rental Assistance Program is actively reviewing applications from county residents who need assistance for rent or utilities. The public can visit the state website COMPASS.state.pa.us and apply through the ERAP link or contact the Housing Authority Staff at 887-5563. He said they have given out assistance to 32 households and that there are still substantial amounts of money available throughout the county and commonwealth. Commissioner Duffy said she had a notice from DHS that there is an announcement today at 11 AM that will be live.

Mary McCormack informed everyone that Rays of Hope, a local group that works to remove the stigma about Mental Health, has organized events for this week, that are posted on the group's Facebook Page, including geocaching, guided imagery, virtual scavenger hunt and mindful yoga.

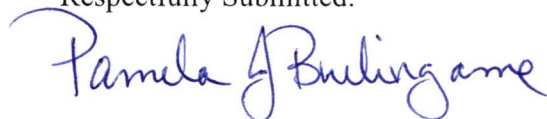
Commissioner Kreiner stated that May 6 was Nurse's and he applauded all nurses, including the two at the jail, Mary and Linda and especially the nurses that were displaced from Bradford Hospital. He also noted that Hospital Week is May 9-15 and he recognized the county hospitals, UPMC-Kane and Bradford Regional Medical Center and the regional hospitals UPMC-Cole and Penn Highlands Elk.

Next Regular Meeting will be held on May 25, 2021 at 10:00 a.m.

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 10:16 a.m.

Respectfully Submitted:



Pamela J. Burlingame
McKean County Chief Clerk