

BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
JUNE 21, 2021



McKean County Commissioners, in a regular meeting, assembled on June 22, 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 (PCHIP) – The Benecon Group Agreement**
- 8B2 BMI Audit Services Agreement**
- 8B3 BMI Business Associate Agreement**
- 8B4 Application of ARLE Grant for Planning on Behalf of Municipalities**
- 8B5 County Aid Application Hamlin Township Winter Maintenance, \$2,523.00**
- 8B6 County Aid Application Ceres Township, Road Maintenance, \$4,884.00**
- 8B7 County Aid Application Annin Township, Encumber, \$5,284**
- 8B8 ESG 2021 Grant Application for \$318,937**
- 8B9 Language Access Plan Certification for ESG 2021**
- 8B10 Limited Language Proficiency Certification for ESG 2021**
- 8B11 Statement of Assurances ESG 2021**
- 8C1 MCM Consulting Group Needs Assessment and Plan, \$35,249**
- 8C2 Copier Lease for Recorder of Deeds, 5 years, \$66.03/mo plus Maint Agreement**

**Summary of Agenda Items Denied: None**

**Summary of Agenda Items Tabled: None**

**Commissioners Present:**

Commissioner Thomas F. Kreiner, Commissioner Carol E. Duffy

**In Attendance:**

Pamela Burlingame, Chief Clerk; Press: Fran DeLancey, The Bradford Era  
Remote Call In: Jeremy Morey, Lori Coffman; Michelle Hatch

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

The Regular Meeting on June 22, 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. Commissioner Kreiner asked that Wanita Lane who recently passes away, be remembered, as she was a former county employee and mother of Laura Isadore, Prothonotary and Cliff Lane, Commissioner.

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 approve the Agenda. Commissioner Kreiner seconded, both in favor. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.

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

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

Commissioner Duffy said that North Central Pennsylvania CEDS committee is putting together a Resiliency Plan and will go out into each community seeking public engagement. McKean County's will be held tomorrow, June 23, 2021 at 5:00 p.m. at the Kane Area Community Center. It is important for public and community participation and she encouraged all to attend.

Commissioner Kreiner commented that the Department of Emergency Services along with Bradford Hospital and Port Pharmacy are holding clinics for the Bradford and Smethport School Districts for children ages 15 and up. Details will be forthcoming. He thanked them for their efforts.

Commissioner Kreiner invited Jeremy Morey to speak about the need for members for the Planning Commission. He said it was a nine-member board and clarified members only need to be residents of McKean County, regardless of travel. The commission is responsible for review and approval of major subdivisions and land developments as well as participating in the McKean County Comprehensive Plan and to administer the plan. The commission meets the second Tuesday of each month at 5:30 p.m. when there is a business to address. Interested parties can contact Jeremy Morey.

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

New Employees: None

Leave/Change of Service: Terri Dodge is retiring from the Register of Wills.

#### **5. Minutes**

Commissioner Duffy made a motion to accept the Minutes, as presented, from the June 8, 2021 meeting. Commissioner Kreiner seconded. No discussion on the motion.

Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.

#### **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 accept the Pennsylvania County Health Insurance Purchasing Cooperative (PCHIP) – The Benecon Group Agreement. Commissioner Kreiner seconded the motion, pending solicitor review. Commissioner Kreiner noted this was an audit on dependents. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 2) Commissioner Duffy moved to accept the BMI Audit Services Agreement. Commissioner Kreiner seconded the motion, pending solicitor review. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.

- 3) Commissioner moved to accept the BMI Business Associate Agreement. Commissioner Kreiner seconded the motion, pending solicitor review. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 4) Commissioner Duffy moved to Application of ARLE Grant for Planning on Behalf of Municipalities. Commissioner Kreiner seconded the motion. Jeremy Morey explained that this was a grant application Automated Red-Light Enforcement, it's an annual program, with applications being accepted from June 1 to July 1. He said the revenue is from fines through the automated red-light systems. They are applying on behalf of 11 municipalities who responded indicated they wanted to participate and they will purchase new stop signs so they are compliant with PennDOT's retro-reflectivity requirements. They will ask for 299 stop signs. There is no match, it is 100% funded by the state. The municipalities will have an in-kind contribution for installation. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 5) Commissioner Duffy moved to approve a County Aid Application from Hamlin Township for Winter Maintenance for \$2,523.00. Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 6) Commissioner Duffy moved to County Aid Application: Ceres Township for Road Maintenance \$4,884.00 Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 7) Commissioner Duffy moved to accept the Approval of County Aid Application: Annin Township to Encumber for Future Projects \$5,284.00. Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 8) Commissioner Duffy moved to accept the Resolution of Municipality authorizing filing of ESG 2021 for A Partnership in Housing, Inc. in the amount of \$318,937 to PA DCED representing \$136,336 for services through A Partnership in Housing and \$182,601 for services through YWCA Bradford, pending solicitor review. Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 9) Commissioner Duffy moved to accept the Language Access Plan Certification ESG 2021, pending solicitor review. Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 10) Commissioner Duffy moved to accept the Limited Language Proficiency Certification for ESG 2021, pending solicitor review. Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.

- 11) Commissioner Duffy moved to Statement of Assurances ESG 2021, pending solicitor review. Commissioner Kreiner seconded the motion. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.

C. Contracts/Leases/Purchase Agreements/Refunds

- 1) Commissioner Duffy moved to approve Consent Agenda – MCM Consulting Group – Needs Assessment for McKean County for Next Generation Radio System Needs Assessment and Strategic Plan, \$35,249.00. Commissioner Kreiner seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.
- 2) Commissioner Duffy moved to approve Copier Lease for Recorder of Deeds from KOS for Canon 4725I @ 66.03 per month plus Maintenance Agreement at a rate of \$0.0062 per copy Commissioner Kreiner seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0.

D. DHS Contracts: None

E. Proclamations and Recognitions: None

**9. Public Comment Period**

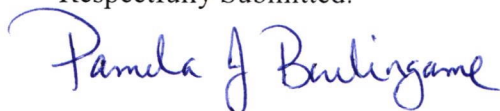
None

Next Regular Meeting will be held on July 13, 2021 at 10:00 a.m.

**10. Adjournment**

Commissioner Duffy moved to adjourn the meeting, Commissioner Kreiner seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner. Carried 2-0. Commissioner Kreiner adjourned the meeting at 10:17 a.m.

Respectfully Submitted:



Pamela J. Burlingame  
McKean County Chief Clerk