

BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
AUGUST 10, 2021



McKean County Commissioners, in a regular meeting, assembled on August 10, 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 Family Center Grant Extension from 9/30/2021 to 6/30/2022**
- 8B2 County Aid Application Port Allegany Borough \$4,196**
- 8B3 County Aid Application Eldred Township \$6,020**
- 8B4 Resolution to Sell County Property Canon 2525 Copier**
- 8B5 Bid Award for Canon 2525 Copier to Tyler Hannah, \$**
- 8B6 Approval of McKean County Emergency Operations Plan**
- 8B7 Acceptance of PHARE Grant Award \$75,000**
- 8B8 Letter of Commitment NTIA Grant for Broadband**
- 8B9 Act 152 Project Grant Awards to Applicants \$44,550**
- 8C1 Repository Sale 534 Welsch St Kane \$250**
- 8C2 EAP Agreement for HR \$10,036.78**
- 8C3 Thompson Reuters – West online 3 years \$1,836.91 plus 5% per year**
- 8D1 Resource Family Contract – Anzinger**
- 8D2 Resource Family Contract – Thompson**
- 8D3 Early Intervention Agreement – CARE for Children**
- 8D4 Early Intervention Agreement – Mary Buzard**
- 8D5 Early Intervention Agreement – Milestone Physical Therapy LLC**
- 8D6 Agreement – Avanco International, Inc.**

Summary of Agenda Items Denied: None

Summary of Agenda Items Tabled: None

Commissioners Present:

Commissioner Thomas F. Kreiner, Commissioner Carol E. Duffy, Commissioner Cliff Lane

In Attendance:

Pamela Burlingame, Chief Clerk; Anthony Clarke, Esq., Solicitor; Bob Veilleux, Economic Development; Lori Coffman, Finance Director; Harriett Nevil, Michael Dubetsky, Patrick Barrett, Press: Fran DeLancey, The Bradford Era; Remote Call In: Don Payne, Kane Borough, Louann McMackin, Family Center

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

The Regular Meeting on August 10, 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 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 Lane seconded, all in favor. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

4. Comments and Announcements

A. Commissioners Comments: Commissioner Duffy spoke about the PA Career Link Day slated for August 12 at the Bradford location, 40 Davis Street. They are welcoming everyone to come in and learn and explore to see what your PA Career Link Office can do for you. She said they assist individuals with career and training services, assist employers looking for resources for their organizations and they assist with finding training options from available providers for people who want to get back into the workforce. She also said that the North Central CES committee, Comprehensive Economic Development Strategy, now has a survey available online at <https://www.surveymonkey.com/r/KZV3JFX>. It is 45 questions. It is a chance for individuals to share their personal perspectives about the current conditions affecting life in the region. The survey is an opportunity for residents of McKean County to have input into our economic development strategy. She encouraged input.

Commissioner Lane shared that last week, the three commissioners attended the annual summer convention of CCAP, the County Commissioners Association of Pennsylvania. It was the first time they had all been able to get together in a year and a half. They had several breakout sessions that were very helpful, about the ARP money, broadband and reducing prison populations, as well as other matters.

Commissioner Kreiner reminded everyone that COVID is still circulating and that the papers have provided information that the Delta variant is prominent in all areas around us. McKean County is still in the moderate stage and there are regions nearby that are in the high stage. Everyone needs to monitor the numbers and make changes as needed.

B. Human Resources Update

New Employees:

Heather Funk, PT Correctional Officer, Jail 7/26/2021

Jessica Hendershot, Second Deputy, Recorder of Deeds 7/26/2021

Susan Hughes, Court Monitor, Courts 8/13/2021

Leave/Change of Service: None

5. Minutes

Commissioner Lane made a motion to accept the Minutes, as presented, from the July 27, 2021 meeting. Commissioner Duffy seconded, all in favor. 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 Family Center Grant Extension due to DHS approval to implement an Agreement Amendment of current grant agreements through June 30, 2022. 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 an Application for County Aid from Port Allegany Borough to encumber funds for a future project in the amount allocated, \$4,196.00. 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 an Application for County Aid from Eldred Township to purchase NY#1A gravel for the amount allocated, \$6,020. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 4) Commissioner Lane moved to issue a Resolution to sell county property, valued at under \$1,000, Canon Copier 2525, as posted for bids, by authority granted in 16 Pa. Statute Subsection 1805 from notice posted for at least ten days in multiple prominent location in courthouse. Sale will be finalized by action of accepting winning bid. Commissioner Duffy seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 5) Chief Clerk Pam Burlingame opened sealed bids for the copier with the sole bid submitted from Tyler Hannah for \$250. The opened bid was reviewed by Solicitor Anthony Clarke. Commissioner Duffy moved to accept the bid from Tyler Hannah for \$250 for the Canon 2525 copier. 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 Approval of McKean County Emergency Operations Plan, July 2021 version to reflect staff changes, as required by PEMA Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 7) Commissioner Duffy moved to approve Acceptance of PHARE (Pennsylvania Housing Affordability and Rehabilitation Enhancement) Grant Fund award for \$75,000 – 30 Boylston street Adaptive Reuse, City of Bradford project Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 8) Commissioner Lane moved to accept a Letter of Commitment for National Telecommunication and Information Administration (NTIA) grant application, to be submitted in collaboration with PA DCED, including a commitment of county resources for administration, fiscal and project management for Broadband project. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

- 9) Commissioner Duffy moved to approve the Act 152 project funding to award \$44,550 to Applicants, as recommended by the McKean County Act 152 Review, as shown below. Commissioner Lane seconded the motion. Commissioner Duffy clarified that it was being awarded and there is still additional documentation and that it is a reimbursement of the expenses. Bob Veilleux confirmed that there is a contract that will need to be entered into and that each will have to submit documentation for the expenses, including the actual tipping fees at the landfills, so the grant amounts may vary, if the fees are less than projected. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

Property	Total Cost	Match	Grant Request
Route 6, Wetmore Township	\$15,375	\$5,375 (34.96%)	\$10,000
415 E. Mill Street, Port Allegany (tied)	\$12,900	\$3,225 (25%)	\$9,675
19 Miller Street, Bradford (tied)	\$6,500	\$1,625 (25%)	\$4,875
407 Chase Street, Kane	\$19,500	\$9,500 (48.7%)	\$10,000
319-321 Chase Street, Kane	\$13,612	\$3,612 (26.5%)	\$10,000

C. Contracts/Leases/Purchase Agreements/Refunds

- 1) Commissioner Lane moved to approve Repository Sale for 534 Welsh Street, Kane Borough, reputed owners Clyde and Lyla Garris to Sam S. Yoder for \$250. Commissioner Lane seconded. Pam Burlingame indicated that Angie Tennies was not able to attend that meeting but this was the only bid and it was already approved by the municipality and the school district. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Duffy moved to Employee Assistance Group renewal for Employee Assistance Program (EAP) from 9/1/2021 to 8/31/2022 for \$6,562.86 for Total Care and \$3,473.95 Public Safety; Total Invoice \$10,036.78. Commissioner Lane seconded. Commissioner Duffy asked if Michele Jubon had gotten the numbers for the use of the program, Commissioner Kreiner indicated they did not yet have those numbers. Commissioner Duffy stated it was a good program. Commissioner Kreiner said if it helps one person, it's worth the cost. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 3) Commissioner Lane moved to Thompson Reuters -West Online Subscription Renewal for a 3-year contract for \$1,836.91 for the first year and an increase of 5% for year 2 and for year 3. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

D. DHS Contracts

- 1) Commissioner Duffy moved to approve a Resource Family Contract for Thomas and Mollie Anzinger 20/21. Commissioner Lane seconded. Solicitor Clark indicated there was a renewal for the current year coming. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.
- 2) Commissioner Lane moved to approve a Resource Family Contract for Kevin and Joan Thompson 20/21. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 3) Commissioner Duffy moved to approve an Early Intervention Agreement with CARE for Children. Commissioner Lane seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 4) Commissioner Lane moved to approve an Early Intervention Agreement with Mary Buzard. Commissioner Duffy seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 5) Commissioner Duffy moved to approve an agreement for Milestone Physical Therapy LLC. Commissioner Kreiner seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0
- 6) Commissioner Lane moved to approve and agreement with Avanco International, Inc. Commissioner seconded. No discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0.

E. Proclamations and Recognitions: None

9. Public Comment Period

Harriett Nevill asked where she could view the commitment for the grant application. She wanted to know what is the Broadband project. She wanted to know what the plan is. Bob Veilleux said he would need to verify if he could send it. He said it was for Wetmore, Seaward Avenue and Bolivar Drive areas. They discussed the funding and the access that those areas have now. Bob outlined how they qualified for the funding. She asked if this was additional money. She also expressed her concerns about the Infrastructure bill and how the commissioners will be using that funding. Commissioner Lane indicated that other counties were working on plans that the funds have not yet been passed. Harriet stated that's the point she was wanting to make and wanted to know what the commissioners were planning to do with the money. Commissioner Kreiner said the infrastructure just had the interim final rule where they took comments on it and they will be releasing their final rule in September and October and they are reviewing their thoughts to be determined from the guidelines. Patrick Barrett asked the Commissioners to consider utilizing the money to establish a passenger rail. Harriett Nevill indicated there are track in Annin Township and outlined transportation challenges for local residents.

Next Regular Meeting will be held on August 10, 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 10:36 a.m.

Respectfully Submitted:

A handwritten signature in blue ink that reads "Pamela J. Burlingame". The signature is written in a cursive style with a large initial "P".

Pamela J. Burlingame
McKean County Chief Clerk