

BOARD OF COMMISSIONERS MEETING
MCKEAN COUNTY, PENNSYLVANIA
JANUARY 25, 2022



McKean County Commissioners, in a regular meeting, assembled on January 25, 2022, 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 Act 137 Distributions for 2021**
- 8B2 Act 13 Funds Distribution for Greenways**
- 8B3 Act 13 Funds Distribution for At-Risk Bridge**
- 8C1 Three-year NetCare Protection Plus**
- 8C2 Purchase of Block of Time IT**
- 8C3 First Amendment to Sales Order Agreement with ESS (4-17-2020 agreement)**
- 8C4 First Amendment to Sales Order Agreement with ESS (6-25-2019 agreement)**
- 8C5 PEMA 9-1-1 Statewide Interconnectivity Funding Grant Agreement**
- 8B6 Lease for 424 W. Main, CAC with Christian Howard and Carol Howard**

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:

Rob Ferguson, Jim Machuga, Sheryann Waterman

Remote: Anthony V. Clarke, Esq., Solicitor; Pamela Burlingame, Chief Clerk; Rick Fry, Planning; Lori Coffman, Finance; Lisa Pratt, Elections; Jean Hendrickson, IT

The Bradford Era: Marci Schellhammer; The Kane Republican: Theresa Auriemmo

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

The Regular Meeting on January 25, 2022 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.

There were no changes or additions to the Agenda as presented. Commissioner Lane moved to approve the agenda. Commissioner Duffy seconded. All in favor, 3-0.

4. Comments and Announcements

A. Commissioners Comments:

Commissioner Duffy announced that she had just completed a teleconference call for the CASA (Court Appointed Special Advocate) Annual meeting and wanted to extend her thanks to the CASA volunteers and the board members for their work in a very challenging year and commend them for their response for providing services during Covid.

Commissioner Duffy also noted that in the coming meetings the commissioners will present an initiative from CCAP in which the member counties have collaborated to select 7 priorities for 2022. CCAP will provide a guide and encourage counties to highlight these priorities. The announcement is forthcoming from CCAP. She also noted that the work done to provide services by county departments is complemented by nonprofits and volunteers in our communities. She said that this collaboration is vital to provide support services and that due to these local efforts the county is able to achieve for its citizens.

Commissioner Lane echoed Commissioner Duffy's comments and said that CCAP is a bipartisan effort that works to help all counties do things well for its citizens.

B. Human Resources Update

New Employees: None

Leave/Change of Service: None

5. Minutes

Commissioner Duffy made a motion to accept the Minutes as presented from the January 11, 2022 meeting. Commissioner Lane seconded. No discussion on the motion.

Vote on the motion: Yes: Duffy, Kreiner, Lane . Carried 3-0.

6. Public to be heard –

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 the Act 137 Distribution for 2021 Funds according to Ordinance 1 of 2016, as follows:
 - a) McKean County Redevelopment Authority, payable to MCRA: \$47,820
 - b) Office of Economic and Community Development, payable to MCRA: \$7,492
 - c) Office of Economic Community Development, payable to OECD: \$10,871.70

Commissioner Lane seconded. No further discussion on the motion. Vote on the resolution:
Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 2) Commissioner Lane moved to approve the Act 13 Funds Distribution, as reviewed and recommended by the McKean County Planning Commission for the Greenways Funds, total allocation: \$25,000:
 - a. \$8,333.33 Borough of Kane for Knox & Kane Rails to Trails
 - b. \$8333.34 MJ2KB Trail Club for Knox & Kane Rails to Trails
 - c. \$8333.33 Kinzua Valley Trail Association for the Kinzua Valley Trail Extension Project.

Commissioner Lane seconded. No further discussion on the motion. Vote on the resolution:
Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 3) Commissioner Duffy moved to approve the Act 13 Funds Distribution, as reviewed and recommended by the McKean County Planning Commission for the At-Risk Bridge allocation, total allocation: \$40,000
 - a. \$10,000 Bradford Township for East Warren Bridge replacement project
 - b. \$30,000 Wetmore Township for the replacement of Dwights Road culverts.

Commissioner Lane seconded. No further discussion on the motion. Vote on the resolution:
Yes: Duffy, Kreiner, Lane. Passed 3-0.

C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Lane moved to approve a Three-year NetCare Protection Plus, through Link Corporation for a BDR Solution, Agreement for 1st Year -\$14,630, including startup; 2nd Year - \$13,380 and 3rd Year \$13,380, effective from start-up date. Commissioner Duffy seconded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Duffy moved to approve a Purchase of Block of Time for Engineering Services through Link Corporation for \$5,000, starting upon receipt of payment
Commissioner Lane seconded. No further discussion on the motion. Vote on the resolution:
Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Lane moved to approve a First Amendment to Sales Order Agreement with Elections Systems & Software, LLC, dated April 17, 2020 to provide biennial maintenance services for \$122.50 per coverage period. Payment is due at the beginning of each coverage period, once a year for the next 4 years. Commissioner Duffy seconded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Duffy moved to approve a First Amendment to Sales Order Agreement with Elections Systems & Software, LLC, dated June 25, 2019 to provide routine maintenance services for extended hardware warranty with biennial maintenance, for \$9,002.50 per coverage period. Payment is due at the beginning of each coverage period, once a year for the next 3 years. Commissioner Lane seconded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

- 5) Commissioner Lane moved to approve a Grant Agreement for Commonwealth of Pennsylvania – Pennsylvania Emergency Management Agency 9-1-1 Statewide Interconnectivity Funding Grant Agreement for \$4,963.28 to fund McKean PSAP NG911 project #3120210049 from July 1, 2021 to December 31, 2022. Commissioner Duffy seconded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 6) Commissioner Duffy moved to approve a Lease Agreement with Christian J. Howard and Carol B. Howard for 424 W. Main Street, Smethport from November 1, 2021 to October 31, 2022 for \$1,200.00 per month. Commissioner Lane seconded. No further discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

D. DHS Contracts - None

E. Proclamations and Recognitions: None

9. Public Comment Period

Rob Ferguson requested a meeting with the commissioners on behalf of the Citizens for a Constitutional McKean County. A teleconference call can be set up through the Chief Clerk. Her information was provided. Jim Machuga indicated that there are concerns about voter turnout and citizen involvement in local government. Commissioner Lane indicated that the commissioner welcome citizen input.

Commissioner Kreiner noted that the next meeting would be on February 8, 2022.

10. Adjournment

Commissioner Lane moved to adjourn the meeting. Commissioner Duffy seconded. No further discussion on the motion. Vote on the motion: Yes: Duffy, Kreiner, Lane. Carried 3-0. Commissioner Kreiner adjourned the meeting at 10:17 a.m.

Respectfully Submitted By:



Pamela J. Burlingame

McKean County Chief Clerk