

BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
AUGUST 23, 2022



McKean County Commissioners, in a regular meeting, assembled on August 23, 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 C AC PCCD Grant 38327 for \$47,000 1-1-2023 to 12-31-2023
- 8B2 User Accounts for CRISI Grant
- 8B3 County Aid for Norwich Township for \$2,450.34 Winter Material
- 8B4 County Aid Application Port Allegany Borough for \$3,572.32 to Encumber
- 8B5 County Aid Application for Liberty Township for \$6837.77, Coleman Hlw Rd
- 8B6 County Aid Application for Otto Township for \$15,081.00, 2019-2022, paving
- 8B7 County Aid Application for Hamilton Township for \$1,530.95 to Encumber
- 8B8 Authorize New Northwest Bank Account "Register of Wills – Escrow"
- 8B9 Authorize advertisement of bid for Broadband sites 2x2 to 4x4
- 8B10 Authorize advertisement and bid for CBRS
- 8B11 Planning Commission appointment
- 8C1 Bob Cummins Construction Change Order King Street \$7,624.64.
- 8C2 Election Integrity Grant C000083354 for \$128,283.30 FY 22-23
- 8C3 EAP for 9/1/22 to 8/31/23 Total Care \$7,005.30
- 8C4 EAP for 9/1/22 to 8/31/23 Public Safety \$3,392.21
- 8C5 NCPRPDC Grant Subcontract for \$45,000
- 8D1 Pathways
- 8D2 Caroline Shine
- 8D3 SafeinHome

**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:**

Pamela Burlingame, Chief Clerk; Anthony Clarke, Esq., Solicitor; Bob Veilleux, Economic Development; Brenda Langan, Finance Director; Christian Smith, Bradford Area Alliance

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

The Regular Meeting on August 23 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 and a Moment of Silence. Commissioner Kreiner noted the passing of former McKean County Commissioner Dick Kallenborn who was active in his community and recently passed away. He established that there was a quorum to proceed with the county's business as presented and noted that the meeting is recorded.

There was one change to the additions to the Agenda as presented to include 8B11 as it is of no fiscal value. Commissioner Duffy moved to approve the agenda. All in favor, 3-0.

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

**A. Commissioners Comments:** Commissioner Duffy thanked everyone who put so much effort into this year's McKean County Fair and even though the weather didn't cooperate, it looked like everyone was enjoying themselves. Commissioner Kreiner said the commissioners had attend the CCAP Summer Conference at the beginning of August in Lancaster PA and he said there would good classes and overall it was good conference.

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

New Employees: None

Leave/Change of Service: None

### **5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the July 26, 2022 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 a Pennsylvania Commission on Crime and Delinquency (PCCD) Grant 38327 as Children's Advocacy Centers - Birth Certificate Funds (State CAC-BC) for \$47,000 from January 1, 2023 to December 31, 2023 to fund travel to NCA Leadership Conference (\$6,187), rent (\$26,400) and supplies, services and licensing (\$14,413). No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to approve Creating user accounts for the CRISI Grant and appoint Thomas Kreiner as the Authorizing Official, Brenda Langan as the Financial Officer, Robert Veilleux as the Program Director, and Lucas Brewster (Bergmann PC) as a Co-

Program Director. Commissioner Duffy said she would like to put together some way to report to the other commissioner the progress as it moves through since they will have no way of knowing since it will be happening online. Bob Veilleux said the next step will be the actual contract from the FRA which they are expecting in October. No discussion on the motion. Vote on the resolution: Yes: Duffy, Lane. Abstain: Kreiner. Passed 2-0.

- 3) Commissioner Duffy moved to approve the County Aid Application for Norwich Township for \$2,150.34, corrected, as allocated, for Purchase of winter materials to treat roadways. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Lane moved to approve the County Aid Application for Port Allegany Borough for \$3,572.32, as allocated, to Encumber for future projects. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Duffy moved to approve a County Aid Application for Liberty Township for \$6837.77, as allocated, for blacktop on Coleman Hollow Road. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 6) Commissioner Lane moved to approve the County Aid Application for Otto Township for \$15,081.00, as allocated, from encumbered funds in 2019 (\$4,156); 2020 (\$3,878); 2021 (\$3,807) and 2022 funds (\$3,240) for binder and top for Maple Street in Rixford. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 7) Commissioner Duffy moved to approve the County Aid Application for Hamilton Township for \$1,530.95, as allocated, to Encumber for future projects. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 8) Commissioner Lane moved to Authorize New Northwest Bank Account for Register of Wills as "Register of Wills – Escrow" account with Wendy Yaros and Shellie Blauser as signatories. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 9) Commissioner Duffy moved to Authorize the advertisement and release of a bid notification and bid specifications for equipment purchase, installation and configuration to transition up to 4 existing broadband sites from their existing 4 sector 2x2 configuration to a 3 sector 4x4 configuration to improve network performance. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 10) Commissioner Lane moved to Authorize the advertisement and release of bid notification for purchase of Citizen Band Radio System (CBRS) Outdoor Routers. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 11) Commissioner Duffy moved to appoint Don Cummins to the McKean County Planning Commission. Commissioner Lane said this was just added to the agenda and he would like to have more information. Commissioner Duffy said emails came through from Rick Fry. There was discussion regarding the other names on the list. Cliff Lane said last year's discussion

was that the top nominees were Marty Wilder and Rob Dickinson and Rob was appointed. Commissioner Duffy asked for a second to the nomination to continue the discussion. Commissioner Kreiner seconded the nomination for the purpose of discussion. Commissioner Lane continued the discussion and asked for the recommendation from Rick Fry and he was aware there was a discussion held last week, he was not updated on the discussion and it was his understanding that Marty Wilder was the remaining top nominee from last year. Commissioner Kreiner said it was his mistake and when they met with Pam for the agenda he forgot about the Planning Commission appointment. Commissioner Lane asked again about the discussion and thought that Marty should be appointed. Commissioner Duffy said this had been going on for three weeks and there was no input. Chief Clerk Pam Burlingame said there was not a name provided only the agenda item. Commissioner Duffy said there was no recommendation discussed and it was information only. Commissioner Lane said if they were going to put Don Cummins in they could go ahead but he was going to vote no and was aware there is another opening. Commissioner Kreiner said he felt Don had more qualifications having served for Bradford Township. Commissioner Lane said that since there was no name, he believed it was discussed. Vote on the resolution: Yes: Duffy, Kreiner. No: Lane. Passed 2-0.

#### C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Lane moved to approve a Change Order for Bob Cummins Construction as Change Order #2, at request of the County, for \$7,624.64. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Duffy moved to approve an Election Integrity Grant eContract, Contract C000083354 for \$128,283.30 from July 1, 2022 to June 30, 2023 to be used for one or more of nine activities related to elections as outlined in Appendix A of agreement. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Lane moved to approve the Employee Assistance Program (EAP) Agreement, effective 9/1/22 through 8/31/2023, as corrected, for Total Care in the amount of \$7,005.30. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Duffy moved to approve the Employee Assistance Program (EAP) Agreement, effective 9/1/22 through 8/31/2023, as corrected, for Public Safety in the amount of \$3,392.21. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Lane moved to approve the North Central PA Regional Planning and Development Commission Grant Subcontract agreement for \$45,000 to be used to transition up to 4 existing broadband sites from their existing 4 sector 2x2 configuration to a 3 sector 4x4 configuration to improve network performance, subject to confirmation of review by solicitor. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

D. DHS Contracts

- 1) Commissioner Duffy moved to approve a DHS Agreement with Pathways. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to approve a DHS Agreement with Caroline Shine from July 1, 2022 to June 30, 2023, as corrected. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to approve a DHS contract with SafeinHome from July 1, 2022 to June 30, 2023, pending solicitor review. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

E. Proclamations and Recognitions: None

**9. Public Comment Period**

Christian Smith, Economic Development Specialist with Bradford Area Alliance spoke about the Harry Golubeck Business Competition which will award \$20,000 to a geographic region that covers 25% of McKean County including Bradford City, Bradford Township, Lewis Run Borough, Foster Township, Corydon Township and Lafayette Township. The business has to be physically located in one of those municipalities and he asked the commissioners to tell any constituents about the competition and wanted to place posters in the building. Commissioner Kreiner said that they understood that the competition is based in the Bradford area but that people go confused when they saw the signs along the roads like here in Smethport and in Port Allegany and Lantz Corners. Christian said they covered a large geographic area with their marketing materials because they can live within 40 miles. Commissioner Duffy asked if there was an update of the last two businesses, he said he believed the winner from two years ago was no longer in business due to major health violations, he believed, within that business. Last year's winner is thriving and doing well.

Commissioner Kreiner noted that the next meeting would be on September 13, 2022

**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 10:26 a.m.

Respectfully Submitted By:



Pamela J. Burlingame

McKean County Chief Clerk