

BOARD OF COMMISSIONERS MEETING  
MCKEAN COUNTY, PENNSYLVANIA  
APRIL 26, 2022



McKean County Commissioners, in a regular meeting, assembled on April 26., 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 HSA Cafeteria Plan to provide benefits or cash (Opt-Out)**
- 8B2 Appoint Ron Keim to the Planning Commission 5-17-2022 to 5-16-2026**
- 8C1 No Cost Agreement with Manning and Napier for Institutional Mgt Services**
- 8C2 Unity Enrollment for discount program for County Prison Food Program**
- 8C3 HRA for Court appointed and Court Related for \$900 and \$1,800 plans**
- 8C4 Priority Dispatch Agreement for QPR for 3 months @ \$8,856.00**
- 8C5 Agreement with Norfolk Southern, WNY & PA RR for CRISI Funding**
- 8D1 Alcohol and Drug Abuse Services**
- 8D2 Arc of Crawford County**
- 8D3 Area Agency on Aging**
- 8D4 Avanco – CWIS Maintenance**
- 8D5 Avanco-HIPAA**
- 8D6 Avanco-Provider Agreement**
- 8D7 Avanco-Service Provider Agreement**
- 8D8 Catholic Charities**
- 8D9 Daniel Kysor**
- 8D10 Community Links**
- 8D11 Dickson Center, Inc**
- 8D12 Evergreen Elm**
- 8D13 CARE for Children**
- 8D14 The Guidance Center**
- 8D15 Marion Armstrong**
- 8D16 Jim and Peggy Bailey**
- 8D17 Charles and Jessica Dickinson**
- 8D18 Janet LaRoche**
- 8D19 Roger Malone**
- 8D20 Phillip and Kathryn Sell**
- 8D21 Barbi and Michael Skaggs**
- 8D22 Jon Weimer**
- 8D23 Randy and Cyle Wolfgang**

**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; Michele Jubon, Human Resources; Don Shonts, Casella Management  
Remote: Theresa Auriemmo, The Kane Republican; Dan Woods, Sheriff; Rick Fry, Planning Director; Don Payne, Kane Borough

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

The Regular Meeting on April 26, 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 Duffy moved to approve the agenda. Commissioner Lane seconded. All in favor, 3-0.

**4. Comments and Announcements**

**A. Commissioners Comments:**

Commissioner Duffy spoke about the CCAP Priorities and introduced Bob Veilleux who spoke about the McKean Initiative. She shared CCAP's position regarding the increased reliance on use of connectivity alongside federal, state and local investment in bridging the digital divide, counties have been exploring projects and ways to be leaders on expanding access. Counties can share their best practices and innovative ideas, such as regional cooperative models, that have seen success in Pennsylvania and throughout the country, to create and build meaningful collaborative partnerships to ensure no Pennsylvanian gets left behind. All the counties in PA recognize the importance of connectivity and a lot of activity including funding that is available. Bob Veilleux provided a presentation to the group and to the press.

**B. Human Resources Update**

New Employees: Julie Boults, Assessor, Tax Assessment  
Leave/Change of Service: None

**5. Minutes**

Commissioner Lane made a motion to accept the Minutes as presented from the April 12, 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** –

**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 County of McKean as Employer to amend and restate its cafeteria plan effective January 1, 2021 to provide a choice between cash and qualified benefits and to contribute on a pre-tax basis to a health savings account (HSA) and to permit eligible employees to pay for benefits with a combination of contributions. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to Appoint Ron Keim to the Planning Commission for a four-year term from May 17, 2022 to May 16, 2026. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

### C. Contracts/Leases/Purchase Agreements

- 1) Commissioner Duffy moved to approve an Engagement Letter to retain Manning & Napier Advisors LLC to provide comprehensive Institutional management services at no cost as long as an investment account is maintained with MNA. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 2) Commissioner Lane moved to approve the Unity Enrollment in the Distribution Program for the McKean County Prison. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 3) Commissioner Duffy moved to approve the Health Reimbursement Plan (HRA) Adoption Agreement, original effective date January 1, 2017, amended and restated January 1, 2022 providing for HRA Funding for Court Appointed & Court Related Employees in amounts of \$900 and \$1,800 respectively, and for All Other Employees in amounts of \$750 and \$1,500, respectively for Employee Only and Employee/Family Plan. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 4) Commissioner Lane moved to approve Priority Dispatch Services for Quality Performance Reviews for McKean County 911 for 3 months service of time for \$ 8,856.00. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.
- 5) Commissioner Duffy moved to approve an Agreement between McKean County, Norfolk Southern Railway Company and Western New York & Pennsylvania Railroad regarding Compensation for Use, Adequacy of Infrastructure Capacity, Railroad Collective Bargaining Agreements and Liability Requirements as conditions of the CRISI Program funding. No discussion on the motion. Vote on the resolution: Yes: Duffy, Kreiner, Lane. Passed 3-0.

#### D. DHS Agreements

Items 1-9: Commissioner Lane moved to approve DHS Agreements:

- 1) Alcohol and Drug Abuse Services
- 2) Arc of Crawford County
- 3) Area Agency on Aging
- 4) Avanco-CWIS Maintenance
- 5) Avanco-HIPAA
- 6) Avanco-Provider Agreement
- 7) Avanco-Service Provider Agreement
- 8) Catholic Charities
- 9) Daniel Kysor

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

Items 10-12: Commissioner Lane moved to approve DHS MHID Agreements.

- 10) Community Links
- 11) Dickson Center, Inc
- 12) Evergreen Elm

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

Items 13 and 14: Commissioner Duffy moved to approve Early Intervention Agreements:

- 13) CARE for Children
- 14) The Guidance Center

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

Items 15 – 23: Commissioner Lane moved to approve DHS Foster Care Contracts Agreements.

- 15) Marion Armstrong
- 16) Jim and Peggy Bailey
- 17) Charles and Jessica Dickinson
- 18) Janet LaRoche
- 19) Roger Malone
- 20) Phillip and Kathryn Sell
- 21) Barbi and Michael Skaggs
- 22) Jon Weimer
- 23) Randy and Cyle Wolfgang

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**

Commissioner Kreiner noted that the next meeting would be on May 10, 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 10:24 a.m.

Respectfully Submitted By:



Pamela J. Burlingame  
McKean County Chief Clerk