

April 14, 2010

McKean County Commissioners in special session assembled on Wednesday, April 14, 2010 in the Commissioners meeting room. Present were Commissioners Joseph DeMott, Al Pingie, and Judy Church, Chief Clerk, Audrey Irons, County Solicitor, Dan Hartle. Also present were Kathy Roche and Martha Knight.

The meeting was called to order by Mr. DeMott, followed by the Pledge of Allegiance and a moment of silence.

Mr. Pingie – Wanted to make the public aware that the Commissioners have been visiting numerous municipalities at their meetings – out of 22 we have been to 6 so far – we have been received very well and it is nice to hear the problems that they have in their individual municipalities and we have offered our support to them – they seem very comfortable with that and I think it builds a better relationship between us and them. It is going very well.

Mr. DeMott – Rather than going to a meeting where you have 30 or 40 officials present and you have a minute or two to talk to each one – we are actually going to the municipalities spending a couple hours with the supervisors or borough council and talk to whatever constituents that come to the meeting.

Mrs. Church – It is nice to see what their interests are and what their peoples interest are and their interest varies.

Martha Knight – Do you publicize that you are attending these meetings ahead of time?

Mrs. Church – No, Audrey sends a letter a week or two before each municipality's meeting – we are scheduled through August so we can attend a meeting for all 22 municipalities. We have scheduled them around our other meetings.

Mr. DeMott – So far we have been to Mt. Jewett Borough, Norwich Township, Sergeant Township, Kane Borough, Ceres Township, and Eldred Township.

Mr. Pingie – Tonight we are going to Otto Township.

Ms. Knight – If the people knew in advance that you were coming to Port Allegany Borough, for example, maybe more of the public would show up, but then the meeting would be more about you than about them.

Mrs. Church – That's right and we want to keep it about them because that is how we know what their needs are and they can express them to us.

Mr. Pingie – We send the notice to the supervisors or council people and they have better contact with their people than we would and if we put it in the paper their meetings

are going to be bottled up with problems they might not want to talk to us about and we have our own meetings so if they have problems here they should come to our meetings. We shouldn't have to take our problems to their meetings. We would rather hear their problems from their constituents.

Ms. Knight – Some of the previous Commissioners had a plan or an intention that they were going to hold their meetings in different locations of the county so that more public could attend.

Mrs. Church – That would be a good idea also – that might be something we will look at later.

Mr. Pingie – I believe they started out doing that and found that they didn't have very many people attending.

Mrs. Irons – We did have one in Kane Borough and a couple at the University of Pitt, but we only had a few people attend.

Ms. Knight – That was something that Stratton campaigned on – he told me they stopped doing it was because of the security situation they had - at least some of the Commissioners were alarmed because there was a period of time that they were getting threats and security could be handled here, but they couldn't necessarily take security with them.

Mrs. Church – We have enjoyed going to the different municipalities and people have been very friendly to us.

Moved by Mr. Pingie, seconded by Mrs. Church, to approve the minutes of the March 9, 2010 meeting.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Mr. DeMott – Opened the meeting for public comment.

Ms. Knight – I see there is some work going on. What is the progress of that?

Mr. DeMott – We have a lot of work going on. The jail is moving right along. We are about to begin the courthouse remodeling project – we should be having a pre-construction meeting here in the next couple of weeks.

Mr. Pingie – We just had four trees removed from the county property on Route 6 – we have a project going on with the Conservation District with a rain garden to handle run off water and today we are going to approve bids for the window replacement project and the roof project for the old Bowman building – we have some remodeling to do also

in that building as we plan to move some of the CYS workers from their current building into that building.

Ms. Knight – Why?

Mr. DeMott – Because they are too crowded in their current building.

Ms. Knight – They used to be in that building.

Mrs. Church – Part of the employees were and part of them were in the courthouse building.

Mr. Pingie – Well, anyhow, we are going to have some of the CYS staff moving to the Bowman Building. We have had our pad poured out in our courtyard for our generators for the courthouse which have been stored over at the Route 6 buildings for about a year now.

Ms. Knight – Did you install that in-house?

Mr. Pingie – No, we had an electrical contractor do that because there is a switching device that goes along with that. So that it being taken care of – we have some drainage that we are working on over at Route 6. The walls in the Commissioners' Offices are being raised to go clear to the ceiling to allow for some privacy in our offices – our maintenance department is doing that work in-house.

Mr. DeMott – We should be advertising for bids to replace the steps in front of the courthouse shortly.

Ms. Knight – That wasn't part of the courthouse renovation project?

Mr. Pingie – No.

Ms. Knight – But the windows are going to be replaced?

Mr. Pingie – Yes, the windows and lights. So we have a lot of activity that is going to be happening here in the next couple of months.

Ms. Knight – Will this relocate any of the county departments doing the work?

Mr. DeMott – No, we will just work around them.

Ms. Knight – And the public will have the same access?

Mr. Pingie – The only time the access maybe kind of tore up would be during the step removal, but we will still have the main entrance in the front, but it will be a limited area. We are also planning on working on the back patio – it will be ripped out and re-poured

so there are a number of projects that we have going on. We have been working in the basement with every department to remove access paper or documents that aren't needed anymore that can be shredded.

Ms. Knight – Are these documents being imaged?

Mr. Pingie – The ones that have to be are, but most of the documents that are not needed are being shredded – we have a company that comes in when ever we call them to shred documents – I think they can shred up to 500 pounds a day.

Ms. Knight – Are you saving historical documents?

Mr. Pingie – Yes, absolutely.

Mrs. Church – They are not shredding any historical documents.

Moved by Mr. Pingie, seconded by Mrs. Church, to approve payment of the following invoices:

1. Area Transportation Authority - \$536,208.00 – representing the 1st quarter actual and 3rd quarter advance payment for the Medical Assistance Transportation Program they administer for the county – Grants Public Welfare Fund.
2. Northwest Engineering, Inc. - \$4,865.00 – representing payment for professional services rendered for the Boyer Bridge Project for the period ending February 28, 2010 – McKean Boyer Bridge Project Fund.
3. Area Transportation Authority - \$12,540.50 – representing a portion of their budget allotment for April 1 through June 30, 2010.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Moved by Mr. Pingie, seconded by Mrs. Church, to approve the following county aid applications for the year 2010:

- | | |
|-----------------------|-------------|
| 1. Bradford Township | \$10,890.00 |
| 2. Hamilton Township | \$ 2,128.00 |
| 3. Kane Borough | \$ 7,813.00 |
| 4. Keating Township | \$ 9,975.00 |
| 5. Mt. Jewett Borough | \$ 2,266.00 |

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Moved by Mr. Pingie, seconded by Mrs. Church, to issue real estate tax refunds to the following individuals:

1. John Stapleton III - \$50.70 – for the years 2004 through 2009 – he had 3 travel trailers that were replaced with a single-wide trailer.
2. William & Diana Smith - \$2.67 – for the year 2010 – part of acreage was split and assessed under another parcel.
3. Carl & Marsha McCracken III - \$87.08 – for the year 2010 – property should have been assessed under Clean and Green.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into agreements with the following service providers for the Department of Human Services.

MH Delegate Agreement & Business Associate Agreement Addendum

Melissa Kirk
Matt Woodhouse

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Moved by Mr. Pingie, seconded by Mrs. Church, to accept an offer for purchasing property from the McKean County Repository for unsold property from Russ Orner for a vacant lot on 46 Petrolia Street, Bradford, pa. for the amount of \$300.00.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Kathy Roche – Mentioned that the Commissioners previously accepted a bid from Sandra Brochetti in the amount of \$260.00 for a vacant lot on South Avenue, Bradford, Pa. and she has withdrawn her bid because she said there are oil wells on the property and she doesn't want that liability.

Mr. Hartle – It used to be true that the person did incur some liability, but if they are only buying the surface there is no liability unless she would pull something out and spread it on the ground. If she is not the mineral right owner and does not have the right to profit in terms of like a royalty, then it is not her responsibility.

Ms. Roche – I will call her back and see if she is still interested.

Ms. Roche – Also gave the Commissioners some statistics to review on the hardship agreement that she offered last year to anyone that had been unemployed during the previous year because of the economy and to any small business owners -it wasn't a highly successful agreement program – in 2009 they offered 182 agreements and 65 people defaulted on the agreement and that means they can't have another agreement for 3 years and under the special agreements they had 16 and 12 of those people defaulted

but if we help one person save their house from tax sale it is well worth it – she would like to offer the hardship agreement again – I don't need a resolution just need the Commissioners blessing and she would like to relax some of the requirements such as including people that are having a medical situation or instead of providing us with absolute proof maybe we could open it to those that express what we feel is a real valid concern of an unexpected financial occurrence.

Mr. Pingie – I don't have a problem with that, but could you provide us with something that gives us that additional leeway.

Ms. Roche – The law allows us to do it to make it easier for people to pay, but I will get the information on the agreement to you.

Moved by Mr. Pingie, seconded by Mrs. Church, to accept the bid of Falk Construction in the amount of \$10,080.00 for the replacement window project for the old county home building that was the former doctor's office building.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

It was noted that the other bids that were received for the project are as follows:

Moran Construction, 120 Race Street, Ridgway, Pa. 15853
Single Hung Windows \$10,263.96
Double Hung Windows \$12,408.00
Check enclosed in the amount of \$1,240.80
Proof of Insurance

MGM Construction, Inc., 465 North Park Street, Sykeville, Pa. 15865
Single Hung Windows \$15,515.00
Double Hung Windows \$16,616.00
Bid Bond in the amount of 10 %
Proof of Insurance

WPI Wallace & Pancher Construction, 1085 S. Hermitage Road, Hermitage, Pa. 16148
Single Hung Windows \$15,520.00
Double Hung Windows \$17,180.00
Bid bond in the amount of 10 %
Proof of Insurance

Moved by Mr. Pingie, seconded by Mrs. Church, to accept the bid of Falk Construction in the amount of \$16,700.00 for constructing a metal roof over the old county home building that was the former doctor's office building.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

It was noted that the other bids that were received for the project are as follows:

C.B.F. Contracting, Inc., 13844 Route 68, Box 186, Sligo, Pa. 16255
\$24,355.00 Bid Bond enclosed in the amount of 10%
Proof of Insurance

WPI Wallace & Pancher Construction, 1085 S. Hermitage Road, Hermitage, Pa.
16148
\$26,845.00 Bid Bond enclosed in the amount of 10%
Proof of Insurance

MGM Construction, Inc., 367 N. Park Street, Sykeville, PA 15865
\$38,838.00 Bid Bond enclosed in the amount of 10%
Proof of Insurance

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into a Memorandum of Agreement between Cameron, Clarion, Clearfield, Elk, Jefferson and McKean Counties collectively, on behalf of the Northwest Central Pa. Emergency Response Group and Mercyhurst College.

Mr. Hartle – I have reviewed the agreement – it basically gives authorization for the grant.

Mr. DeMott – Basically, Mercyhurst College is going to administer the grant funds.

Ms. Knight – What does this involve?

Mr. DeMott – These are emergency management grant funds that are applied for collectively by counties in this region and Mercyhurst College has agreed to be the administrator of those funds and do the accounting and paperwork involved with the government.

Ms. Knight – Does that include funds for our local emergency response program?

Mr. DeMott – Yes.

Mrs. Church – They share equipment and man power in case of an emergency – you could call Bruce and he would be able to give you more information about this. They help each other out and share in any emergency whatever it might be.

Mr. DeMott – Like tornadoes, oil spills, forest fires, derailments, etc.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into a Northwest Central, Pennsylvania Mutual Aid and Intergovernmental Cooperation Agreement for Cameron, Clarion, Clearfield, Elk, Jefferson, and McKean Counties.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Ms. Knight – What mutual aid?

Mr. DeMott – This is along the same line as the previous resolution we just passed.

Mr. Pingie – It gives them permission for everyone to work together.

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into an agreement with The County of Erie for part-time use of their forensic pathologist services.

Mr. Pingie – This is something that we do on an annual basis for our coroner.

Mr. Hartle – We don't have any forensic pathologist services available in McKean County. Feels the retainer is very reasonable.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Ms. Knight – What is the cost for the agreement?

Mrs. Irons - \$5,000 a year for the retainer.

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into a Business Associate's Agreement with BV Mobile Shredding to reflect compliance with some changes to the current HIPAA laws.

Mr. Pingie – This is the outfit that I was talking about earlier in the meeting that we have come in and do the shredding for the county.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Ms. Knight – How far back did they go?

Mr. Pingie – Each department is different.

Mr. DeMott – Some things they have to keep forever.

Mrs. Church – Some things they have to keep regardless like juvenile records, things like that.

Mr. DeMott – We asked each of our departments to look through their saved documents and to determine what they have to keep and what we can get rid of.

Ms. Knight – So you have different regulations or policies that apply?

Mr. DeMott – Yes.

Mr. Hartle – And on top of that we have the new open records act which imposes different obligations.

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into a three (3) year contract with Maximus for the county's annual cost allocation plan – cost of the agreement is \$6,500.00 per year.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Ms. Knight – What allocation costs?

Mr. DeMott – The county expenses – we are funded through spending silos through the state – so much can be used for this function or that function, etc. – general administrated expenses can be divided among the various funding sources – this company comes in and looks at our operation and determines how much time of this office or this person or that machine was used to provide the particular service and then they tell us what the correct allocation is to make to each of those programs to justify the spending that we have done.

Ms. Knight – So are there any actual budget transfers involved?

Mr. DeMott – Not per say – we have people in departments that provide a variety of different services all of which are funded separately by the state and so it is an attempt to say what percentage of, for example, Audrey's time is devoted to each of these various funding sources so we can be reimbursed properly for what we do.

Ms. Knight – So this is to verify things for reimbursement purposes?

Mr. DeMott – Right.

Moved by Mr. Pingie, seconded by Mrs. Church, to enter into a maintenance agreement with Karpinski's Office Systems (KOS) for a copy machine for CYS. Cost of the agreement is \$310.00.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Moved by Mr. Pingie, seconded by Mrs. Church, to adopt the following resolution.

RESOLUTION 4 OF 2010

A RESOLUTION APPOINTING MACHINE INSPECTORS TO SERVE DURING THE GENERAL ELECTION-May 18th, 2010

WHEREAS, the McKean County Board of Elections is, pursuant to 25 P.S. 2641(b), comprised of the county commissioners of such county; and

WHEREAS, pursuant to 25 P.S. §2674, the County Board of Elections shall, prior to each primary and election, appoint for each additional voting machine to be used in such district, one qualified registered elector of the county to serve as machine inspector therein for such primary or election.

WHEREAS, the list of individuals listed on “Exhibit A” will receive election officer training and are willing to serve in this capacity;

WHEREAS, the McKean County Board of Elections, desire to appoint the individuals, listed on “Exhibit A”, as Machine Inspectors for the General Primary Election scheduled on May 18th, 2010.

NOW THEREFORE, this 14th day of April, 2010, the McKean County Election Board RESOLVES and enacts as follows:

1. The individuals listed on “Exhibit A” are appointed as Machine Inspectors to serve in this capacity during the General Primary Election-May 18th, 2010.
2. The Director of Elections of McKean County is to provide training necessary for the appointed Machine Inspectors to carry out their duties.

“EXHIBIT A”

MACHINE INSPECTORS

General Primary Election-May 18th, 2010

Annin Township

**Cathy Causer, 555 Long Hollow,
Turtlepoint**

Bradford City-2nd Ward	Susan Niegowski , 285 Congress St., Bradford Joe Palagonia , 149 South Ave., Bradford
Bradford City-3rd Ward-2nd District	Sally Mangel , 56 Fista Circle, Bradford
Bradford City-4th Ward	Margaret Lent , 162 Williams St., Bradford
Bradford City-6th Ward-1st District	Linda Dent , 23 Glenwood Ave., Bradford
Bradford City-6th Ward-2nd District	John Baxter , 53 Cornen St., Bradford
Bradford Township-1st District	Donna McCreadie , 2 Creekside Dr., Bradford
Bradford Township-2nd District	Linda Slike , 650 W. Washington St., Bradford Barbara Smead , 925 W. Washington St., Bradford
Eldred Township	Earl Albert Hand , 502 Slack Hollow Rd., Eldred
Foster Township-1st District	Maureen Watson , 425 Derrick Rd., Bradford
Foster Township-3rd District	Virgina Hinaman , 92 Tuna Cross Road, Bradford James L. Brown , 66 Derrick Rd., Bradford
Kane Borough-1st Ward	Connie Hall , 211 Cherry St., Kane
Kane Borough-3rd Ward	Ron Swanson , 633 Wood St., Kane
Keating Township-1st District	Beverly Mulauski , 1308 Water St. Ext., Smethport
Keating Township-2nd District	Richard C. Tanner , 2860 E. Valley Rd., Smethport

Liberty Township

Gertrude Whipkey, 183 Pleasant St., Port Allegany

Mount Jewett Borough

Patricia Keesler, 15 Poplar St., Mount Jewett

Port Allegany Borough-1st District

Patricia Thompson, 311 E Arnold Ave., Port Allegany

Smethport Borough

Rebecca Funk, 705 W. King St., Smethport

Wetmore Township

Betty Drake, 22 Grandview Rd., Kane

Mary Hanold, 188 School St., Kane

Vote on the above resolution, DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Ms. Knight – Are these people part of the local election team?

Mr. DeMott – Yes.

Ms. Knight – Does the party have anything to do with it?

Mr. DeMott – I don't believe so.

Mrs. Irons – The machine inspectors are appointed for the voting districts that have more than one voting machine – the Judge of Election is in charge of one machine and for the districts that have 2 or 3 machines they need an additional person for each machine.

Ms. Knight – What are the machine inspectors paid?

Ms. Church – I think the election board members all get paid the same rate.

Moved by Mr. Pingie, seconded by Mrs. Church, to appoint Jon R. Peterson of Kane, Pa. to complete the unexpired term of Paul Costa's on the McKean County Housing Authority and the McKean County Redevelopment Authority Boards. His term will expire on November 22, 2010.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Mr. DeMott – Opened the meeting for public comment.

Ms. Knight – The service provider agreements you approved today – what do they do?

Mr. DeMott – They are Mental Health Delegates – I believe they do an initial assessment on people when they are referred to the agency.

Mr. Hartle – Dan Wertz, solicitor for CYS, could tell you more specifically.

Ms. Knight – Feels that KOS is high on everything – equipment, services, etc. – feels you can buy a service agreement on line cheaper.

Mr. Pingie – Our purchasing agent reviews all that stuff before we even buy a machine – she does the research on it – she could tell you how much a service call would be without an agreement and what we would have to pay for supplies without an agreement.

Moved by Mr. Pingie, seconded by Mrs. Church, to adjourn the meeting.

Vote on the above resolution – DeMott – yes. Pingie – yes. Church – yes. Three – yeas. No – nays. Carried.

Chief Clerk