

REGULAR MEETING OF McKEAN BOROUGH COUNCIL

CALL TO ORDER

A regular meeting of the Borough Council was called to order by President Dolores Oblinski on February 14, 2022, at 6 p.m., as previously advertised and took place at the McKean Borough Municipal Building.

ROLL CALL-Members present were Dodi Oblinski, Lance A. Aylsworth, Eric Morgan, Weslee Clapper-Krepps-Mayor and Teri Dillen-Secretary. Members absent were Rose Scouten and Bernard Feltz.

CITIZEN COMMENT – Scott Haywood, McKean Hose Company Chief, read a letter pertaining to the appointment of Ron Bole as Liaison for McKean Borough. The appointment caused the volunteer organization to feel demoralized and confused due to issues Borough Council was not aware of at the time of the appointment. Chief Haywood spoke at length of the efforts made by the Hose Co. to clear up all the issues Borough Council has addressed, and they will keep working on the concerns. He stated last month 95 calls were dispatched, with only 4 dropped. That was their busiest month ever. He requested a different solution be entertained if Borough Council still feels the need for Liaison. Chief Haywood committed to having a Hose Co. member attend all Borough meetings, and continue to furnish Minutes and Treasurers Report in the sincere effort of open communication and transparency between the Hose Co. and Borough Council.

Brian Kelly, previous interim President expressed the intention of continued support and positive direction for the community. “Communities work best when we all work together”.

MINUTES

Lance Aylsworth moved to approve minutes of the January 3, 2022 organization and regular meeting, second by Dodi Oblinski and passed by majority vote with Eric Morgan abstaining.

TREASURER REPORT

Lance Aylsworth moved to approve Treasurer's Reports of December 2021 and January 31, 2021 subject to audit, second by Eric Morgan and passed by unanimous roll call vote.

Lance Aylsworth moved to approve payment of bills from the Listing of Bills January 2021 and February 2021, second by Dodi Oblinski and passed by unanimous roll call vote.

CORRESPONDENCE

- Letter of Resignation-Ron Bole-Noted
- PSAB Update-bidding thresholds for 2022-Noted
\$11,800 or lower, no formal bidding
\$11,800 to \$21,900 three written quotes
\$21,900 above formal bidding
- REC Authority-Minutes/Treasurers Report-meeting every other month-Noted

Brian Cooper attended the meeting to update Council on the Community Development Group efforts for the Bridge installation in REC park. Permits have been obtained, and grants can now be applied for. Mr. Cooper has also opened up the parking lot of REC park on his own time for winter activities and will continue to do so for the enjoyment of Residents.

- Middleborough Sewer Authority-Minutes/Treasurers Report January 2022-Noted
- WECEMA-Draft Regional Emergency Operations Plan-Noted, emailed to Mayor for review.
- DCNR Grant applications available-Noted

REPORTS OF COMMITTEES AND MAYOR

Roads-Snow Removal/Plowing. Eric Morgan discussed options for clearing sidewalks in the future. Homeowners are not keeping the sidewalks clear and it is a hazard for children and others. Options include: enforcing Ordinance #38-56 with penalties, hire contractor to clear sidewalks, purchase snowblower and hire employee to clear sidewalks. Purchase of two (2) gift cards for volunteer efforts to clear sidewalks tabled for Solicitor input at next meeting.

Ways and Means-None

Finance-None

Mayor-None

Zoning-None

UNFINISHED BUSINESS

TW PropertiesLLC/McKean Borough Easement and Tim Weaver/McKean Borough Garage Lease Agreement-Documents sent to Tim Weavers Attorney-Tabled

McKean Hose Company-after lengthy discussion

Eric Morgan moved to rescind the appointment of Ron Bole as Liaison for McKean Borough to the McKean Hose Co., second by Lance Aylsworth and passed by unanimous roll call vote.

Streetlighting-12 LED light replacements beginning with nine (9) on East Ave./plus 3-tabled

NEW BUSINESS

Lance Aylsworth moved to enact the following resolution authorizing the disposition of the following records, second by Dodi Oblinski and passed by unanimous roll call vote.

RESOLUTION 2-22

RESOLVED by the McKean Borough Council, County of Erie, Pennsylvania, that

WHEREAS, by virtue of Resolution No. 3-17, adopted August 14, 2017, the Borough of McKean declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on July 16, 1993, and,

WHEREAS, in accordance with Act 200 of 1968, P.L. 428, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED that the McKean Borough Council of the Borough of McKean, County of Erie, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

- A. Administrative and Legal Records
 - 1. Bids, Contracts, and Agreements – 2014
 - 2. Ethics Commission Statements of Financial Interest – 2016
 - 3. Oaths of Municipal Officials – 2015
 - 4. Insurance Policies expired – 2015
 - 5. Certificates of Insurance expired
 - 6. Legal Advertisements – 2011
 - 7. Public Utility Reports – 2013
 - 8. Survey of Financial Condition Forms – 2016
 - 9. Right-to-know (Request for Public Records) -2019
 - 10. Liquid Fuel Tax Records – 2014
 - 11. Treasurers Bond Certificates – 2014
- B. Payroll Records
 - 1. Cancelled Payroll Checks – 2014
 - 2. Withholding Allowance Certificates (W-4)- 2017
 - 3. Quarterly Statements of State and Local Taxes Withheld – 2017
 - 4. Pay Period Reports, Time Cards and Attendance Records – 2017

- 5. Wage and Tax statements (W-2 forms) – 2017
- C. General Financial and Purchasing Records
 - 1. Treasurer’s Report – 2014
 - 2. Accounts Payable Files and Ledgers – 2014
 - 3. Accounts Receivable and Ledgers – 2014
 - 4. Balance Sheets – 2014
 - 5. Bank Statement and Reconciliations – 2014
 - 6. Cancelled Checks – 2014
 - 7. Invoices – 2014
- D. Tax Collection and Assessment Records
 - 1. Public Utility Realty Reports – 2014
 - 2. Tax Duplicates – 2014
- E. Non-Real Estate Taxes
 - 1. Withholding Quarterly and Final Returns – 2014
 - 2. Individual Taxpayer Account Files – 2014
 - 3. Tax Account Audits – 2011

Enacted this 14th day of February, 2022
By the McKean Borough Council

President

ATTEST:

Teri Dillen, Secretary

Lance Ayslworth moved to enact the following resolution requesting the County Liquid Fuels allocation for 2022, second by Eric Morgan and passed by unanimous roll call vote.

RESOLUTION NO. 3-22

BE IT RESOLVED, that we, the officials of McKean Borough, Erie County, Pennsylvania, in Regular Session, do hereby make application to the County Council for an allocation of County Liquid Fuels Tax Funds.

Project Description: 2022 Street Light
Total Estimated Project Cost: \$6500.00
Allocation Requested: \$1757.00

It is certified by the Borough and the officers who execute this application that all materials used and work done hereunder shall conform to the current Pennsylvania Department of Transportation Specifications and that all work will be done within the legal right of way or with permission of the abutting property owners.

Enacted this 14th day of February, 2022
By the McKean Borough Council

ATTEST:

Teri Dillen, Secretary

Lance Aylsworth motioned to accept the Settlement for the 2021 Tax Duplicate has been submitted by Mary Goetz, Tax collector for the total accountable taxes in the amount of \$19,931.44, which includes exonerations and interim billing, second by Dodi Oblinski and passed by unanimous roll call vote.

Lance Aylsworth moved to warrant the Tax collector to collect for 2022 Real Estate Taxes with adjustments as authorized through the Erie County Assessment Office by means of interim tax billing, exonerations, and refunds, second by Dodi Oblinski and passed by unanimous roll call vote.

Lance Aylsworth moved to approve \$3250.00 as requested by the REC Authority for the 2022 Budget Allocation for REC Park, second by Eric Morgan and passed by unanimous roll call vote.

Lance Aylsworth moved to approve resolution 4-22, which appoints the McKean Borough Erie County Tax Collecting Committee (ECTCC) Voting Delegates.

RESOLUTION 4-22

GENERAL McLANE SCHOOL DISTRICT

McKEAN BOROUGH

ERIE COUNTY TAX COLLECTION COMMITTEE

Voting Delegate Appointment Resolution

Background. Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

RESOLVED, by the governing body of the **General McLane/McKean Borough**, that the following individuals are appointed as TCC delegates for the **General McLane/McKean Borough**.

1. Primary voting delegate: Jason Spangenberg
2. First alternate voting delegate: Chair of the ECTCC
3. Second alternate voting delegate: Teri Dillen
4. If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.
5. These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in December or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

Certification of adoption. The undersigned certifies that the above Resolution was adopted at a public meeting on this date.

Date: February 14, 2022

President

Secretary

PUBLIC PARTICIPATION-None

Eric Morgan moved to adjourn at 7:20 p.m., second by Dodi Oblinski

IMPORTANT DATES

Regular Borough Meeting: March 14, 2022, 6:00 p.m.

Sewer Authority Meeting: March 28, 2022, 7:00 p.m.

Respectfully submitted,

Teri Dillen, Secretary