

HEARING OF McKEAN TOWNSHIP SUPERVISORS

CALL TO ORDER

A hearing of the Board of Supervisors was called to order on October 2, 2025 by Chair Janice Dennis at 7:00 p.m. as previously advertised by Erie County Department of Planning and took place at the McKean Township Municipal Bldg.

ROLL CALL

Members present were Janice Dennis, Brian Cooper (via telephone), and Ronald Bole. Guest present was Tony Cunningham from the Erie County Department of Planning.

PURPOSE OF HEARING

The purpose of the hearing is to obtain citizen input and comment on the Township's proposed use of \$97,562 in Federal Fiscal Year 2025 CDBG funds.

Floor was given to Tony Cunningham to review current CDBG projects, review the CDBG criteria, and select a project for FY 2025.

- The Township is entitled to apply for and receive an annual allocation of CDBG funds from the PA DCED pursuant to Act 179 of 1984.
- The funds are to be used to undertake activities to address housing and community needs as identified in the Three Year CDBG plan and which primarily benefit low-to-moderate income persons.
- CDBG funds can be used to undertake a wide array of activities that include, but are not limited to:
 - water, sanitary sewer, and storm sewer construction
 - street rehabilitation/reconstruction
 - sidewalk and curb replacement including removal/replacement of curb-cut ramps for ADA compliance
 - park/recreation improvements
 - removal of architectural barriers to provide handicapped accessibility
 - housing rehabilitation
 - homeownership assistance
 - fair housing activities
 - public services (*not to exceed 15% of the grant allocation*)
 - program administration (*not to exceed 20% of the grant allocation*)
- For FY 2025 the Township is entitled \$97,562.
- County Planning administers the Township's CDBG program.

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- The deadline for the County on behalf of the Township to submit the application to DCED is October 28, 2025.

□ **Projects Proposed for FY 2025 funding –**

Discuss potential projects for the Township to use its CDBG funds. The township has previously expressed interest in using the funds for single family home rehabilitation.

- **\$ 16,585 (17%) – General Program Administration** - Management, oversight and coordination of the CDBG program.
- **\$80,977 – SINGLE FAMILY HOME REHABILITATION**

ADJOURNMENT

With no objections, the hearing adjourned at 7:20 p.m.

Respectfully submitted,

Janice Dennis, Secretary

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REGULAR MEETING OF McKEAN TOWNSHIP SUPERVISORS

CALL TO ORDER

A regular meeting of the Board of Supervisors was called to order on October 2, 2025 by Chair Janice Dennis at 7:30 p.m. as previously advertised and took place at the McKean Township Municipal Bldg.

ROLL CALL

Members present were Janice Dennis, Brian Cooper (via telephone), and Ronald Bole.

CITIZEN COMMENT—AGENDA

Mark Schang, Old 99

Mr. Schang requested that the township reduce the speed limit on Old 99 due to the residential character of the neighborhood.

MINUTES

Brian Cooper moved to approve minutes of the September 18, 2025 Supervisor meeting, second by Ron Bole and passed by unanimous roll call vote.

TREASURER REPORT

Jan Dennis moved to approve the Treasurer Report of September 30, 2025 and approve payment of bills from the Treasurer Report of September 30, 2025, second by Brian Cooper and passed by unanimous roll call vote.

REPORTS OF BOARDS, COMMISSIONS, COMMITTEES

Recreation Authority—Minutes of July 17, 2025 meeting and Treasurer Report of July 17 through September 18, 2025.

REPORTS OF OFFICERS

None

CORRESPONDENCE

None

UNFINISHED BUSINESS

None

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NEW BUSINESS

Ron Bole moved that the Supervisors, Secretary, Treasurer, Tax Collector, Auditors, Solicitor, and Engineer are authorized to attend the 2025 ECATO Convention, second by Brian Cooper and passed by unanimous roll call vote.

Jan Dennis moved to enact the following resolution:

RESOLUTION NO. 1669

A RESOLUTION OF McKEAN TOWNSHIP, ERIE COUNTY, PENNSYLVANIA AUTHORIZING THE ADVERTISEMENT OF THE TOWNSHIP'S INTENT TO APPOINT A FIRM OF CERTIFIED OR COMPETENT PUBLIC ACCOUNTS TO MAKE AN EXAMINATION AND AUDIT OF ALL THE ACCOUNTS OF THE TOWNSHIP FOR FISCAL YEAR 2025

WHEREAS, Section 917(b)(1) of the Second Class Township Code authorizes a Board of Supervisors to appoint a firm of certified or competent public accounts to replace a Township's elected Auditors for purposes of making an examination and audit of all the accounts of a Township; and

WHEREAS, Section 917(b)(1) of the Second Class Township Code further authorizes a Board of Supervisors to determine the compensation for such firm of certified or competent public accounts; and

WHEREAS, Section 917(b)(2) of the Second Class Township Code requires that at least thirty (30) days prior to any vote to appoint a firm of certified or competent public accountants to replace the elected Auditors, a Board of Supervisors must advertise in a newspaper of general circulation the intent to appoint a firm of certified or competent public accountants to replace the elected Auditors; and

WHEREAS, the McKean Township Board of Supervisors believes that the consideration of the appointment of a firm of certified or competent public accountants to replace the elected Auditors is in the best interest of the Township.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of McKean Township, Erie County, Pennsylvania, as follows:

1. The McKean Township Board of Supervisors hereby authorizes the advertisement of the Township's intent to appoint a certified public accountant firm at the 2025 organization meeting to replace the Township's elected Board of Auditors to audit and make an examination of the accounts of the Township for fiscal year 2025, and the preparation of a Resolution regarding the same.

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2. A legal advertisement shall be placed in a newspaper of general circulation in the Township, notifying the public of the date, time, and location of the said organization meeting.

3. The appropriate Township personnel are hereby authorized and directed to take all actions necessary to carry out the purposes of this Resolution.

Enacted this 2nd day of October, 2025
By the Board of Supervisors

Janice T. Dennis, Chair

Brian P. Cooper, Supervisor

ATTEST:

Ronald T. Cole, Supervisor

Janice T. Dennis, Secretary

Motion was second by Ron Bole and passed by unanimous roll call vote.

Jan Dennis moved to set a hearing to take place November 6, 2025 at 7:15 p.m. for the purpose of fulfilling the requirements for conducting a seven-year review of the McKean Township Agricultural Security Area, second by Brian Cooper and passed by unanimous roll call vote.

Jan Dennis moved to enact the following resolution:

RESOLUTION NO. 1670

A Resolution of the Township of McKean, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant (CDBG) Program, as authorized under the Housing and Community Development Act (42 USC 5301 and 24 CFR Part 570), and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that McKean Township, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, McKean Township has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

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WHEREAS, McKean Township has undertaken a considerable citizen participation process including written invitation to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Development Plan; and

WHEREAS, McKean Township is familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

WHEREAS, McKean Township wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the Township of McKean that the Board of Supervisors is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, McKean Township agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED, that the Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the County of Erie is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix hereto the official seal of McKean Township.

Adopted this 2nd day of October, 2025
By the McKean Township Board of Supervisors

Janice T. Dennis, Chair

Brian P. Cooper, Supervisor

Ronald T. Bole, Supervisor

ATTEST:

Tenderrlee Little, Assistant Secretary

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Motion was second by Brian Cooper and passed by unanimous roll call vote.

PUBLIC PARTICIPATION

None

ADJOURNMENT

With no objections, the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Janice T. Dennis, Secretary