

**COMMISSIONERS' MEETING MINUTES**  
**OCTOBER 28, 2015**

Commissioner Chairman Rodney D. Ruddock called the regular meeting of the Indiana County Commissioners to order at 10:32 a.m. in the Commissioners' Hearing Room.

**ROLL CALL**

Chairman Rodney D. Ruddock, present                      Commissioner Michael A. Baker, present  
Commissioner Patricia A. Evanko, present

Also in attendance were Solicitor Michael Clark, Chief Clerk Robin Maryai, and others. Members of the news media present were Randy Wells, Gina Delfavero and Josh Widdowson.

**PLEDGE OF ALLEGIANCE**

Commissioner Ruddock led those present in reciting the Pledge of Allegiance to the American Flag.

**APPROVE MINUTES...OCTOBER 14, 2015**

A motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the minutes of October 23, 2015 as submitted.

**PUBLIC COMMENT**

Present and making comments regarding the Indiana County Tax Reassessment were Richard Wilhelm, Ann Simmons and Tammy Curry.

**EXECUTIVE SESSIONS**

Commissioner Ruddock announced that there was an Executive Sessions held on the October 21, 2015 to discuss legal matters.

**TAX ASSESSMENT STUDY DISCUSSION**

**Petition Granted**

Commissioner Baker read the following Order of Court that President Judge William J. Martin approved regarding the Petition to Extend Certification Deadlines for the 2015 Indiana County Tax Reassessment:

1. The Petition to Extend Certification Deadline is granted.
2. The Board of Assessment Appeals and Auxiliary Board shall continue to hear appeals. All appeals shall be heard and decided no later than February 6, 2016.
3. Decisions of the Board of Assessment Appeals and Auxiliary Boards shall be issued and mailed to property owners within two weeks of the hearing.
4. Applications for Preferential Use Assessment "Clean and Green" for tax year 2016 shall be filed on or before December 15, 2015.
5. The County Assessment Office will certify the 2015 base year values on or before February 15, 2016.
6. The County and all municipalities shall determine equalized and final millage rates for tax bills on or before March 15, 2016.
7. Any property owner who had an informal review scheduled after the August 10, 2015 deadlines to file a formal appeal shall be permitted to file a formal appeal for a hearing

before the Board of Assessment Appeals. The formal appeals shall be filed with the Indiana County Tax Office on or before November 23, 2015.

8. The Reassessment Change Notices mailed on July 1, 2015 shall remain valid for the tax year 2016 subject to any changes resulting from informal reviews, administrative revisions, formal appeals or appeals to the Court of Common Pleas.
9. This order is without Prejudice to the County of Indiana to seek an additional extension upon due cause shown.

### **Clean and Green Policy Change**

After the Clean and Green Termination of Application Policy was read by Ms. Evanko, a motion was made, seconded by Mr. Baker and unanimously carried to approve the following:

Indiana County, recognizing the impact of the extension of the appeal process pursuant to the Order of Indiana County President Judge William Martin, adopts the following policy as related to Clean and Green Applications.

Any taxpayer that applies for preferential assessment pursuant to the Pennsylvania Clean and Green program shall pay an initial application and recording fee in the total amount of \$85.00. Prior to receiving any preferential assessment benefit, a Taxpayer shall have the opportunity, at no additional cost, to cancel the application for preferential assessment. A taxpayer shall be deemed to have received a preferential assessment benefit if the County has received any tax payment from the taxpayer at the preferential assessment clean and green rates. The request for cancellation of the Application must be submitted in writing to the Indiana County Tax Assessment Office, and must be submitted prior to the taxpayer receiving any preferential assessment benefit. In such case, the taxpayer will be deemed to have never enrolled in the program, and will not be precluded from later requesting preferential assessment pursuant to the Pennsylvania Clean and Green Program.

### **Tax Assessment Study**

Commissioner Ruddock said Indiana County is seeking an objective, independent review of its recent general reassessment, particularly the agricultural property value estimates it produced. He said the board is in the process of negotiating a contract to make sure that Indiana County is being well served.

### **Needs Statement**

The review should have the following elements: (1) a sales ratio analysis of the accuracy and uniformity of values, (2) a high-level review of the valuation methods and procedures employed by the County and its contractor, and (3) a consideration of representations made by concerned property owners, including the value evidence that they present.

### **SCOPE OF REVIEW**

The study will focus on vacant and improved properties in the following categories: (1) agricultural; (2) commercial; and (3) residential. The study will address the following questions:

1. Are the above categories of property appraised consistently with relevant legal requirements and contract provisions?
2. Have available sales been appropriately screened so that all potentially usable sales are considered in both appraisal and in sales ratio studies?

3. What is the level and uniformity of assessment values overall and for each major property group and for delineated geographic areas of the county?
4. Do valuation methods comply with valuations standards promulgated by the International Association of Assessing Officers (IAAO) and the Appraisal Foundation?
5. Are sold and unsold properties appraised consistently based on the same market criteria?
6. What improvements to appraisal models, formulas, and rates can be made in the short term to improve assessment equity and fairness?

#### **TERM OF REVIEW**

Indiana County is seeking to obtain a preliminary report by December 31, 2015 and a final report by January 15, 2016.

A motion was made by Mr. Ruddock, seconded by Mr. Baker and unanimously carried to move forward with negotiations to seek an objective and independent review of the most recent general reassessment.

Commissioner Baker said this is just one component of the process that the county is putting together to ensure that this reassessment in the end ends up to be equitable and fair for everyone involved. First the appeals period was extended and now we want to have an independent review by an outside contractor and then bringing in some local professionals to assist as well.

Solicitor Clark asked if the party the county is seeking be engaged as an expert should the county need to an expert witness should there be litigation between the county and the current vendor in court. Mr. Ruddock said that is part of the negotiations. Commissioner Evanko said the vendor the county is looking has come highly recommended by the County Commissioners Association of Pennsylvania and have been used by other counties in many states including Pennsylvania and are experts in which they will be able to testify in court if needed.

#### **AGREEMENT...KOVALCHICK CONVENTION & ATHLETIC COMPLEX**

A motion was made by Mr. Baker seconded by Ms. Evanko and unanimously carried to approve an agreement with the Kovalchick Convention & Athletic Complex for use of the Toretti Auditorium on this date in the amount of \$450.00 plus costs for security to hold the Commissioners Public Meeting.

#### **PROCLAMATION...VOLUNTEER OF THE YEAR**

After a proclamation was read by Mr. Ruddock, a motion was made, seconded by Mr. Baker and unanimously carried to acknowledge and congratulate David Martin for his award of Volunteer of the Year and for the difference he has made in Indiana County. David is committed to his volunteer service and exemplifies the true spirit of volunteering.

#### **AMENDED TEMPORARY LOAN TO ICCAP**

At the request of Maryann Buterbaugh, ICCAP, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to authorize an amended temporary loan to ICCAP in the amount of an additional \$100,000.00 which will be paid back to the County of Indiana once the funds are received from the State. This amended loan is in addition to the \$70,000.00 that was approved on August 26, 2015. The total of the temporary loan is \$170,000.00.

**PRIVATE PROVIDER CONTRACT...YAROCH COUNSELING FY 2015-16 / CYS**

At the request of Holly Moyer-George, Children & Youth Services, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve a Private Provider Contract with Yaroch Counseling, Greensburg, PA for FY 2015-2015 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

**ADDENDUM TO LEASE AGREEMENT...G&E FAMILY LIMITED PARTNERSHIP / EMA**

At the request of Tom Stutzman, EMA, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve an Addendum to a Lease Agreement with G&E Family Limited Partnership for the Kinter Hill Tower site for a period of ten years. The extension of this agreement increases the lease payment in years eleven to fifteen to \$600.00 per month, and in years sixteen to twenty to \$720.00 per month. This addendum extends the contract until September 30, 2025.

**AGREEMENT...ESSENTIAL MANAGEMENT SOLUTIONS / EMA**

At the request of Tom Stutzman, EMA, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve an agreement with Essential Management Solutions for renewal of the 9IMS software maintenance contract. The motion also allows Commissioner Ruddock to sign on behalf of the County. The term of this contract is for 12 months beginning October 2015 and ending in September 2016 with a total cost of \$18,504.00. This software provides 9-1-1 Administration and IT Staff with detailed information on emergency and nonemergency call statistics. It also provides an overview of wireless caller locations so they can better understand how cell providers are routing callers to the 9-1-1 center as well as adjoining centers.

Mr. Stutzman at the request of Commissioner Ruddock gave an overview of the recent outage that occurred at the 9-1-1 Center. It affected 6 counties and they are working with the vendors to identify how the failure occurred and where it actually occurred at.

**CHANGE ORDER #5 – GENERAL CONSTRUCTION CONTRACT – CLINTON STREET COMMONS VETERANS HOUSING PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development and on behalf of UpStreet Architects, Inc. and Northern Cambria Community Development Corporation (NCCDC), a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve Change Order #5 with CNC Construction, Inc. to decrease the contract amount by \$2,868.00 on the Clinton Street Commons Homeless Veterans Project. Change Order #5 is to remove approximately 50 LF of concrete sidewalk and 44 plants from the scope of the project. The revised contract with CNC Construction with approval of Change Order #5 will be \$855,989.00.

LuAnn Zak reminded those present of the grand opening of the Clinton Street Commons Homeless Veterans Project, Friday, October 30<sup>th</sup> from 11:00 to 2:00.

**CHANGE ORDER #1 – PARKHILL APARTMENTS ROOF REPLACEMENT PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve Change Order #1 with Don Huey Custom Building and Remodeling in the amount of \$2,657.60 on the Parkhill Apartments Roof Replacement Project. Change Order #1 is to replace 1,688 square feet of roof sheathing on four apartment buildings. The revised contract with Don Huey Custom Building and Remodeling with approval of Change Order #1 will be \$28,907.60. The additional cost will be covered with 2014 PHARE funds.

**RESOLUTIONS – 2015 CDBG COOPERATION AGREEMENTS / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve a resolution for each of the County's designated Community Development Block Grant (CDBG) Entitlement communities. These communities are Indiana Borough and the Townships of Burrell and Center. The resolutions authorize the signing of a Cooperation Agreement between the County and each of the municipalities to submit the 2015 CDBG applications on their behalf and to administer the programs in accordance with all federal, state and local regulations.

**RESOLUTION – 2015 INDIANA COUNTY CDBG PROJECT SCOPE AND 3-YEAR PLAN / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve a resolution of the County of Indiana approving the project scope and three-year plan of the County-wide needs priorities for the 2015 Non-Entitlement CDBG application. Indiana County will submit the Alice Paul House Construction Project for funding. The 2015 Indiana County Entitlement is \$257,005.00 and is due to the Pennsylvania Department of Community and Economic Development by December 11, 2015. All citizen participation requirements for project development and selection were completed as required.

**COURTHOUSE CLOSED...NOVEMBER 11, 2015 VETERANS' DAY**

Commissioner Ruddock announced that the Courthouse will be closed on Wednesday, November 11, 2015, in observance of the Veterans' Day Holiday.

**OTHER BUSINESS**

There was no other business.

**NEXT REGULAR MEETING...NOVEMBER 11, 2015 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Thursday, November 12, 2015 at 10:30 a.m. in the Toretti Auditorium at the KCAC.

**ADJOURNMENT**

With no other business to come before the Board at this time, Commissioner Ruddock adjourned the meeting at 11:18 a.m.

---

Patricia A. Evanko, Secretary

---

Rodney D. Ruddock, Chairman