

COMMISSIONERS' MEETING MINUTES
DECEMBER 9, 2015

Commissioner Chairman Rodney D. Ruddock called the regular meeting of the Indiana County Commissioners to order at 10:30 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, President Judge William J. Martin and others. Members of the news media present were Randy Wells, Greg Reinbold and Josh Widdowson.

PLEDGE OF ALLEGIANCE

Commissioner Ruddock commented on Commissioner Evanko's service to the county. He said she has served with integrity and honesty and has come through a very successful tenure as County Commissioner for Indiana County. He said we will miss her leadership, attention to detail, her common sense to problem solving which are key components to having a successful team.

President Judge William J. Martin said on behalf of the court system he thanked Commissioner Evanko for all her work and support for the courts. He said her leadership and friendship to the court has been greatly appreciated and on behalf of the court system, he thanked her for her service. The citizens of Indiana County owe her a great debt. The position of Commissioner is not an easy position and he said she has done it with class, honesty, integrity and politics had nothing to do with any decisions she has made which shows great strength of character and great commitment and concern for the citizens of Indiana County.

Commissioner Baker said he came to the office of commissioner as an appointment to fulfil an unexpired term and appreciates the fact that Commissioner Evanko took him under her wing and became a dear friend and big sister. He said he really appreciates everything she has done for him.

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

APPROVE MINUTES...NOVEMBER 18, 2015

A motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the minutes of November 18, 2015 as submitted.

PUBLIC COMMENT

Tammy Curry was present and made public comment regarding leadership of the board and the tax reassessment.

EXECUTIVE SESSIONS

Commissioner Ruddock announced that there were Executive Sessions held on the following days to discuss legal issues:

December 1, 2015 at 8:30 a.m.

December 4, 2015 at 8:30 a.m.

PERMANENT EASEMENT...SUNOCO PIPELINE L.P. / PARKS AND TRAILS

At the request of Mr. Bart Mitchell, Sunoco Pipeline L.P., a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve a permanent easement with Sunoco Pipeline for the construction and installation of two natural gas transmission lines at Pine Ridge Park. Mr. Mitchell the pipeline will provide a short term economic gain to the county through jobs during the construction period which will run through 2017 and hopefully in the long term with the possibility of distribution centers. Sunoco Pipeline L.P. will pay the county \$209,182.00 for the easement and reasonably anticipated damages during construction and installation of the pipeline. Solicitor Clark said the easement area will be approximately 8 acres and the agreement also requires a certain mix of seed and tree replacement in the easement. The easement also includes payment so that the county can replace the lost acreage in buying additional property. It is also noted that a letter from Ed Patterson, Director of Parks and Trails, recommending approval of the easement.

AGREEMENT BETWEEN ARMSTRONG-INDIANA-CLARION DRUG AND ALCOHOL COMMISSION AND INDIANA COUNTY CHILDREN & YOUTH SERVICES / 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 an Agreement between Armstrong-Indiana-Clarion Drug and Alcohol Commission and the Indiana County Children & Youth Services for FY 2015-2015 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. The monies will be used towards an intensive outpatient program offered through Outside In which is an evidenced based drug abuse recovery program for adolescents and their families. The total amount of the contract is \$24,188.80.

CONTRACT...B&M LAWCARE / 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 an agreement for FY 15-16 with B&M Lawn Care, Shelocta, PA for Lawn Care at the rate of \$54.00 per occurrence. Additional services are at the rate of \$35.00 per man per hour.

CONTRACT...FM CLEANING SERVICE / 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 an agreement for FY 15-16 with FM Cleaning Service, Homer City, PA for cleaning services at the rate of \$585.00 per month. Services are provided twice a week.

CONTRACT...MARC-SERVICE, INC. / 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 an agreement for FY 15-16 with Marc-Services, Inc. for maintenance on their Heating and Air Conditioning Unit at the rate of \$669.50 per year.

AGREEMENT...CHILD ACCOUNTING AND PROFILE SYSTEM (CAPS) /CYS

At the request of Paula McClure, Director of Children & Youth Services, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve an agreement with Avanco International, Inc. for Child Accounting and Profile System (CAPS) which is a data exchange between County Agencies and DPW to establish a statewide database of protection services to collect reports on child abuse and children in need of general protective services. This agreement is for Version 11 upgrades in the amount of \$1,545.45 and the total cost of the upgrades is divided among 55 counties.

AGREEMENT BETWEEN THE COUNTY OF INDIANA AND THE PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY FOR SAVIN MAINTENANCE / DISTRICT ATTORNEY

At the request of Linda Callihan, District Attorney's Office, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the SAVIN Maintenance and Service Agreement between Pennsylvania Commission on Crime and Delinquency, the Pennsylvania District Attorney's Institute and Indiana County in the amount of \$2,813.73. She explained SAVIN is an automated victim notification system to help victims of crime track the status of an offender housed in any correctional facility. The automated network will allow Pennsylvania residents to receive real-time information about the custody status of offenders. They can register to be notified of an offender's release, transfer, or escape from a county or state facility either by telephone or email, 24 hours a day, seven days a week.

RADIO PURCHASE...CAPITAL AREA COMMUNICATIONS / JAIL

At the request of Sam Buzzinotti, Warden, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the purchase of 40 Motorola radios from Capital Area Communications. The current radios were purchased in 2008 and have been in use 24/7 and many are beyond repair and have exceeded their normal life expectancy. Mr. Tom Stutzman, Director of Emergency Management Agency was present and explained that this purchase is being made through Emergency Management in the amount of \$48,374.00. This will purchase also includes a 5 year maintenance plan.

SOFTWARE LICENSE AND SERVICES AGREEMENT...NEW WORLD SYSTEMS CORP. / EMA

At the request of Tom Stutzman, Director of Emergency Management Agency, a motion was made by Mr. Baker, seconded by Ms. Evanko, and unanimously carried to approve a Software License and Services Agreement with New World Systems Corp. for a complete replacement of their Computer Aided Dispatching (CAD) software. This software upgrade project is being undertaken to bring the Indiana County 9-1-1 into the Next Generation 9-1-1 allowing them to interact with new technology such as text messaging and video calling from cellular technology. The total project cost is \$690,250.00 and will be leased over a 5 year period. Mr. Stutzman explained that with the changes to the 9-1-1 funding they will be applying for Regional Project Funding to cover the cost, however, those funds will not be released until 2017. If that funding is approved it will pay for the cost of the purchase and the lease will not be needed.

CONTRACT AGREEMENT – 2015 PHARE GRANT AGREEMENT / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously arid to enter into a grant agreement with the Pennsylvania Housing Finance Agency for \$55,000.00 of 2015 Pennsylvania Housing

Affordability and Rehabilitation Enhancement Funds (PHARE). The funds will be utilized for the Church Street Transitional Housing Rehabilitation Project in partnership with Family Promise, Inc. The house is located in Indiana Borough and will be utilized by clientele working with Family Promise, Inc. The total project budget is \$60,000.00 with \$5,000.00 from the Indiana County Act 137 Housing Trust Funds and the \$55,000.00 from PHARE.

RESOLUTION – COOPERATION AGREEMENT /FAMILY PROMISE, INC. / 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 to sign a cooperation agreement with Family Promise, Inc. of Indiana County for the Church Street Transitional Housing Rehabilitation Project. The cooperation agreement will detail the responsibilities and duties of each of the partners throughout the administration of the contract agreement for the PHARE funds. At the conclusion of the construction project and PHARE contract Indiana County will have no further contractual or financial responsibilities regarding the Church Street property.

RLF LOAN AMENDMENT FOR INDIANA COUNTY DEVELOPMENT CORPORATION / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to execute the subordination agreement as requested by the Indiana County Development Corporation (ICDC). CNB Bank is seeking to lend the ICDC \$6.3 million to consolidate several notes and provide additional funding for the continued development of the Windy Ridge Business & Technology Park. CNB is seeking a first lien position on the real estate. The existing RLF loan would remain in a 2nd lien with all other terms and conditions of the existing RLF to remain the same. The loan amendment has been reviewed and approved by the Revolving Loan Fund Loan Review Committee.

INDIANA COUNTY DEVELOPMENT CORPORATION – WINDY RIDGE – CONTRACT SECURITY INTERESTS / PLANNING

At the request of Byron Stauffer, Office of Planning & Development and on behalf of the Indiana County Development Corporation (ICDC), a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to execute the necessary documentation to provide a security interest in connection with the construction contracts at the Windy Ridge Business & Technology Park. The motion also allows Commissioner Ruddock be authorized signor on behalf of the Board of Commissioners to provide the necessary security interest. The ICDC is seeking a \$6.3 million financing from CNB Bank and as a security for this new loan, CNB is requesting that the County grant a security interest in the Windy Ridge two current construction contracts, as follows:

- 1) A. Liberoni, Inc.
- 2) Straw Construction

The purpose is that in the event of a loan default by ICDC, CNB could work directly with the contractors and exercise rights under these contracts.

LIQUID FUELS ADMINISTRATION / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the necessary Liquid Fuels funding authorization be submitted to PennDOT District-10 for a \$75,000.00 Application for County Aid on behalf of Homer City Borough to partially offset eligible project costs for the Homer City Borough Main Street Enhancement project. The total estimated project costs are \$1,278,000.00. The proposed County Aid allocation represents approximately 6% of the total estimated project costs. The County Aid funds will be used as matching funds for other State and Federal grant funding opportunities.

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the necessary Liquid Fuels funding authorization be submitted to PennDOT District-10 for a \$25,000.00 Application for County Aid on behalf of Marion Center Borough to partially offset eligible project costs for the Richmond Road Reconstruction Project. The total estimated project costs are \$25,000.00. The proposed County Aid allocation represents approximately 100% of the total estimated project costs.

MEMORANDUM OF UNDERSTANDING – INDIANA COUNTY CENTER FOR ECONOMIC OPERATIONS / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve entering into a Memorandum of Understanding (MOU) between the Indiana County Chamber of Commerce, the Indiana County Development Corporation, the Indiana County Tourist Bureau, and Indiana University of Pennsylvania, collectively referred to as the CEO Affiliates. The motion also authorizes Commissioner Ruddock to execute the MOU and any related documents.

In 1994, the Indiana County Center for Economic Operations, commonly referred to as the CEO, was established to serve as an integrated service delivery system spearheading economic development efforts in Indiana County by facilitating access to resources and information and assisting businesses in their efforts to grow and expand. One of the ways the CEO Affiliates plan to work together is to jointly assist the funding of coordinated economic development marketing efforts to foster increased business growth throughout Indiana County. In support of this collective effort, the County Commissioners' contribution shall include providing one staff person within the Office of Planning & Development in order to support marketing and related activities pursuant to the MOU. The CEO Affiliates are also desirous in the development of a Comprehensive Economic Development Plan. The MOU term will begin on January 1, 2016 and will terminate on December 31, 2018.

Mr. Stauffer also thanked Commissioner Evanko for her dedication and service on behalf of the staff at the Office of Planning & Development and the support she provided to economic development, planning, community development and the other various projects.

REQUEST TO MODIFY COURT ORDER

Solicitor Michael Clark explained that after hearing from the taxpayers regarding the Clean & Green Program and the deadline that was imposed, the commissioners want to file a petition seeking that the court order that was issued on September 25, 2015 that set the deadline to apply for Clean & Green be changed to December 15, 2015. He explained that as of today there are

currently 1,500 hearings that remain to be conducted and approximately 912 decisions from those decisions that yet to be provided to the tax payers. There are about 75 Clean & Green applications that have been submitted but have been put on hold because of irregularities. The county recognizes that a lot of these taxpayers think it is desirable to have the opportunity to review the decision order before they determine whether or not they want to apply for Clean & Green. The County is going to request that the court amend the October 23, 2015 order to allow any taxpayer who has received their formal decision after December 15, 2015 an additional 14 days to determine whether or not they would like to apply for Clean & Green. If they would elect to do during that fourteen (14) day period they can apply for Clean & Green. It would allow the Tax Office to accept those applications after the December 15th deadline. Their application could include any other parcel as long as it includes at least one parcel that was part of that notice received after December 15th. It will also include that in the event the Tax Assessment Office receives an application for the Clean & Green prior to the December 15, 2015, which the tax office believes to be incomplete, the Tax Office shall provide written notice to the Taxpayer defining the issue. In such case, the taxpayer shall have fourteen (14) days from the date of the notice from the Tax Office to correct the deficiency. A motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to allow Solicitor Clark to file the petition to the court with the provisions described.

2016 GENERAL FUND BUDGET

Commissioner Ruddock explained that the 2016 Budget was put on view on November 18, 2015. A motion was made by Mr. Baker, seconded by Ms. Evanko and unanimously carried to approve the following 2016 General Fund Budget:

Opening Balance.....	\$1,757,545
Total Revenues.....	\$32,626,707
Total Expenditures.....	\$34,354,252

The real estate tax will remain the same. This will allow a real-estate tax rate of 37.40 mills. 7.40 mills of 37.40 are applied to debt service with the remaining millage of 30.0 to general operating fund. The per-capita tax rate will remain at \$5.00.

Commissioner Ruddock said this final budget is not uniquely different from the budge put on view on November 18, 2015 but some adjustments have been made. The adjustment to the expenses totals \$394,466.00 and includes an increase in the annual required contribution to the retirement plan, a new vehicle for Probation and additional personnel in the Tax Assessment Office.

2016 CAPITAL FUND BUDGET

Mr. Baker made the motion, seconded by Ms. Evanko and unanimously carried to approve the Capital Fund Budget as follows:

Opening Balance.....	\$119,000
Total Revenue.....	\$18,000
Capital Fund Expenditures.....	\$137,000

2016 LIQUID FUELS BUDGET

Mr. Baker made the motion, seconded by Ms. Evanko and unanimously carried to approve the Liquid Fuels Budget as follows:

Opening Balance.....	\$61,440
Total Revenue.....	\$370,560
Liquid Fuels Expenditures.....	\$432,000

COURTHOUSE CLOSED...DECEMBER 25, 2015 AND JANUARY 1, 2016 NEW YEARS DAY

Commissioner Ruddock announced that the courthouse will be closed on December 25, 2015 and January 1, 2016 in observance of the Christmas and New Years Day Holidays.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...JANUARY 13, 2016 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, January 13, 2015 at 10:30 a.m. in the Commissioners' Hearing Room. There will also be an Organizational Meeting held on January 4, 2016 at 10:00 a.m. in the Commissioners' Hearing Rom.

ADJOURNMENT

With no other business to come before the Board at this time, Commissioner Ruddock adjourned the meeting at 11:30 a.m.

Patricia A. Evanko, Secretary

Rodney D. Ruddock, Chairman