

COMMISSIONERS' MEETING MINUTES
May 25, 2016

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 1:10 p.m. in the Commissioners' Hearing Room.

ROLL CALL

Chairman Michael A. Baker, present
Commissioner Sherene Hess, present

Commissioner Rodney D. Ruddock, present

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

PLEDGE OF ALLEGIANCE

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

APPROVE MINUTES...MAY 11, 2016

A motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve the minutes of May 11, 2016 as submitted.

PUBLIC COMMENT

Tammy Curry, Jan Starry, Sheri Cunkleman, Robert Sweed, Trina Flamm, Bob Colgan, Joanie Bowser, Stan Buggey, Sally Kalanavich, Deborah Henry, Tom DeBerti, Cathy Leonard, Anthony F. DiGirolami, Janis Long and Richard Wilhelm were present and made comments regarding tax reassessment.

EXECUTIVE SESSIONS

There was an Executive Session held on May 20, 2016 at 1:30 p.m. to discuss legal matters.

2016 TAX CERTIFICATION

Frank Sisko, Chief Assessor, was present explained that as per Judge Martin's court order, the certified values for the taxing bodies would be provided by the Assessment Office on or before May 25, 2016. As instructed by the Board at the May 11th Commissioners Public Meeting, the Tax Assessment Office began of accumulating the final market values as a result of all informal appeals, formal appeals, Court of Common Pleas settlements, county maintenance combinations, and Clean and Green enrollments. The final market value to be certified is \$4,901,920,487. A motion was made by Mr. Ruddock, seconded by Ms. Hess to accept the certified total for 2016 and market value of \$4,901,920,487 as a result of the reassessment process.

Mr. Sisko explained there are currently 38 active minerals that have been appealed with a value of \$32.8 million and 13 remain unsettled. here are currently 19 parcels that are to be heard or settled by the Common Pleas Court with an assessed value total of \$8,485,100. One parcel is valued at \$6.2 million.

Commissioner Baker asked again, how many parcels remain that have not been adjudicated. Mr. Sisko said as of May 24th there were 19 parcels, residential or commercial and 13 mineral assessments that remain.

Mr. Baker asked Mr. Sisko to review all of the numbers. Mr. Sisko said currently as a result of parcel combinations, there are 45,228 taxable parcels in Indiana County. There have been 7,376 informal review and 12,515 formal appeals filed. Of those 12,515 appeals, 10,066 appeals were heard with the remaining withdrawn. There were 3,836 parcels of a possible 7,943 that were eligible for Clean and Green that actually signed up for the program. This translates to 56% of the potential enrollment value and of those enrolled the assessed value is 379,000,000 less than fair market value. There were 1,651 Court of Common Pleas appeals filed and only 43 parcels went to court. There are 19 parcels that are residential, agricultural or commercial that are yet to be heard.

Mr. Sisko further explained that the 2015 values were based on 1968 base year reassessment with a total assessment of \$582,669,810. The millage for 2015 was 37.4 mills and the 2015 tax levy was \$21,791,851.00. Final market value of \$4,901,920,487 will be used to calculate the reduced millage to make the reassessment revenue neutral. To calculate the new millage you divide \$21,791,851 by \$4,901,920,487 with a result of 4.445 mills. Again Mr. Sisko explained that the result of the reassessment must be revenue neutral and thus only collecting the same \$21.8 million dollars the year the values are implemented is the same as the 2015 tax levy. The 2015 tax levy was \$21,791,851 and for 2016 it will be \$21,789,037 with a difference of \$2,814, which is less. The value of a mill in 2015 was \$582,670 and the value of a new mill is \$4,901,920. The values mailed out on July 1, 2015 was \$5,914,572,400 and today it is \$4,901,920,487.

The vote was as follows: Mr. Baker, yes; Mr. Ruddock, yes; Ms. Hess, yes.

2016 TAX MILLAGE

Mr. Sisko asked the board to approve the 2016 millage rate of 4.445. A motion was made by Mr. Ruddock, seconded by Mr. Baker and carried unanimously to approve the 2016 millage rate of 4.445.

Mr. Ruddock said the only concern we have moving forward, and we have minimized that concern, is how many appeals have to be processed. Mr. Sisko said there is roughly \$8.5 million in residential or commercial and \$32.8 in mineral. The value will not be lost but reduced. The court will determine the reduction and if any would be as a result of the appeals. Mr. Ruddock asked the estimate based upon previous exposure and experience is about a 30% change. Mr. Baker asked if that 30% holds true, what would the revenue impact be. Mr. Sisko said it would be about \$55,000. Mr. Ruddock said the townships, boroughs and schools will be making their own decision on the adjustments also based on remaining appeals. Mr. Sisko said each taxing body will be notified of how many appeals are left within their district, what the value is and to possibly expect a reduction as a result of common pleas and if that would impact their actual tax collection. Mr. Sisko said the impact letters sent in July, 2015 will reflect a smaller number than what was mailed originally as a result of the reassessment. Mr. Baker asked if the tax bills will be less and Mr. Sisko said yes.

Mr. Ruddock commented that the number of tax appeals yet to be heard is relatively small. He asked Mr. Sisko based on experience and looking at other counties going through reassessment, is this typical of other counties. Mr. Sisko said we are much less than most because in a typical reassessment the certification is done on November 15th and whatever tax base is at risk, all the tax bodies have to absorb the reductions and result in less money collected. Mr. Ruddock said it

was a sound decision to extend the formal appeal process even though it required a lot of work for the tax office and the court of common pleas. That was a good way of minimizing that impact. Mr. Sisko agreed. Mr. Baker asked if this had been certified in November or February, the number would have been a much less certain than the number we have now. Mr. Sisko said that is correct.

PURCHASE OF SERVICE AGREEMENT...CAMBRIA COUNTY EMERGENCY SHELTER CARE FY 2015-16 / PROBATION

At request of Michael Hodak, Chief Probation Officer, a motion was made by Mr. Ruddock, seconded by Ms. Hess, and carried unanimously to approve an agreement with Cambria County Emergency Shelter Care, Ebensburg, PA to be utilized on an as-needed basis at the rate of \$215.00 per day.

PURCHASE OF SERVICE AGREEMENT...CAMBRIA COUNTY DETENTION CENTER FY 2015-16 / PROBATION

At the request of Michael Hodak, Chief Probation Office, a motion was made by Mr. Ruddock, seconded by Ms. Hess, and carried unanimously to approve an agreement with Cambria County Detention Center, Ebensburg, PA to be utilized on an as-needed basis at the rate of \$225.00 per day.

HAZARD MITIGATION PLANNING GRANT / EMA

At the request of John Pividori, Emergency Management Agency, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve an authorization letter saying Indiana County has chosen to not to appoint a designated agent to sign all required forms and documents for the purpose of obtaining financial assistance for the Hazardous Mitigation Grant Program and that Commissioner Baker will sign all documents necessary for the grant.

2015-2016 PCORP LOSS PREVENTION GRANT PROGRAM APPLICATION / EMA

At the request of Greg Zimmerman, Emergency Management Agency, a motion was made by Ms. Hess, seconded by Mr. Ruddock, and carried unanimously to approve a PCoRP Loss Prevention Program Application in the amount of \$10,312.50. The grant money will be used to replace 750 square feet of concrete sidewalk located in the courtyard and on the east side of the courthouse property. It is noted that this program is sponsored by the County Commissioners Association of Pennsylvania.

2016 PCOMP SAFETY IMPROVEMENT PROGRAM GRANT APPLICATION (JAIL) / EMA

At the request of Greg Zimmerman, Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess, and carried unanimously to approve a PComp Safety Improvement Program Grant in the amount of \$2,900.00. The grant will be used to purchase ballistic/stab vests for the County Jail. It is noted that this program is sponsored by the County Commissioners Association of Pennsylvania.

2016 PCOMP SAFETY IMPROVEMENT PROGRAM GRANT APPLICATION (COURTHOUSE/DRO/CYS) / EMA

At the request of Greg Zimmerman, Emergency Management Agency, a motion was made by Ms. Hess, seconded by Mr. Ruddock, and carried unanimously to approve a PComp Safety Improvement Program Grant in the amount of \$7,425.00. This grant will be used to purchase

three (3) transparent ballistic protection barriers to be used at the security stations located at the Indiana County Courthouse, Domestic Relations and Children & Youth Services. It is noted that this program is sponsored by the County Commissioners Association of Pennsylvania.

CONTRACT...KATHY ABBEY-BAKER / HUMAN SERVICES

At the request of Lisa Spencer, Director of Human Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a contract with Kathy Abbey-Baker in the amount of \$25.00 per hour and maximum of 21 hours per week to provide consultant services for coordination of the Children's Advisory Commission. This contract shall begin July 1, 2016 and continue until June 30, 2017.

CONTRACT...INDIGO / HUMAN SERVICES

At the request of Lisa Spencer, Director of Human Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a contract for the Medical Assistance Transportation Program between Indiana County and Indiana County Transit Authority for the purpose of providing medical assistance transportation to eligible individuals for FY 2016-2017. This contract includes an increase of the current scheduler rate from \$2.10 to \$2.15 per mile for direct transportation.

CONTRACT...INDIANA COUNTY COMMUNITY ACTION PROGRAM APPLICATION / HUMAN SERVICES

At the request of Lisa Spencer, Director of Human Services Director, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a contract with Indiana County Community Action for the provision of Homeless Services for FY 2016-2017. ICCAP will continue to provide rental assistance, homeless case management, bridge services and emergency shelter to residents of Indiana County. The Department of Human Services will continue administer the funding for the grant.

CONTRACT AWARD – 362 CHURCH STREET REHABILITATION PROJECT

At the request of Dave Morrow, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve a contract agreement with CNC Construction, Inc. from Penn Run, PA for the 362 Church Street Rehabilitation Project. The contract award in the amount of \$102,000.00 is for a complete interior renovation of the first and second floors of the structure. Renovations shall include but not limited to: Electrical modifications, 2 complete bathrooms, reconfiguration of the second floor to accommodate 3 bedrooms and a full bath, first floor full bath and laundry room, HVAC modifications, reconfiguration of kitchen, floor coverings, repair of an existing foundation and construction of a 10 x 12 deck and sidewalk. This project is being funded with 2015 (PHARE) Pennsylvania Housing Affordability and Rehabilitation Enhancement and ACT 137 Funds. Two bids were received, low bid of \$102,000.00 and a second bid of \$104,520.00.

CHANGE ORDER #1 – EAST MARKET STREET REHABILITATION PROJECT

At the request of Dave Morrow, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve Change Order #1 with CNC Construction, Inc. in the amount of \$49,646.00 on the East Market Street Rehabilitation Project. Change Order #1 is to replace approximately 7,000 square feet of carpeting and vinyl flooring per PHFA Dwelling Unit Inspection Report, replace Unit 429 2nd floor wood decking and railings with vinyl railings and TREX composite decking and change from an 8" masonry

foundation to an 8” reinforced concrete foundation for Unit 431. The revised contract with CNC Construction, Inc. with approval of Change Order #1 will be \$195,256.00. The additional cost shall be covered with 2014 PHARE and ACT 13 funds.

MEMORANDUM OF UNDERSTANDING – ICCAP

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve and enter into a Memorandum of Understanding (MOU) with the Indiana County Community Action Program, Inc. The MOU will provide match services to ICCAP’s 2015 Fiscal Year Continuum of Care Programs, Project Light and Project PHD. The services to be provided through the Office of Planning & Development will be inspection services of the housing units leased through both the Project Light and PHD programs. The match value of the services provided has been established for \$50.00 per hour. The effective date of the MOU is May 25, 2016 and shall be in force through and including December 31, 2017.

LIQUID FUELS ADMINISTRATION

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve funding from Liquid Fuels in the amount of \$23,124.00 to cover the purchase of a 50’ bridge overlay and associated delivery charges. The bridge is currently being utilized as a temporary structure on Long Road in Center Township. The Long Road Bridge was closed due to a deteriorated decking. This bridge is on the school bus route. The Township will cover costs associated with maintaining the approaches and will store the bridge for any future reuse by other municipalities.

AGREEMENT...SUSQUEHANNA ACCOUNTING & CONSULTING SOLUTIONS, INC.

At the request of Robin Maryai, Chief Clerk, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve an agreement with Susquehanna Accounting & Consulting Solutions, Inc. (SAC) to provide technical accounting assistance and advice to the County in the operations of accounting functions which will assist in maintaining current accounting records. SAC will also assist the county with the hiring and training of a new finance director. SAC personnel will provide one to two days per week of support to the County at the rate of \$195.00 per hour plus out of pocket expenses.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...JUNE 1, 2016 AT 10:30 A.M.

The next regular scheduled Commissioners’ Public Meeting will be held on Wednesday, June 1, 2016 at 10:30 a.m.

ADJOURNMENT

With no other business to come before the Board at this time, Commissioner Baker adjourned the meeting at 2:33 p.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman