

COMMISSIONERS' MEETING MINUTES
JUNE 1, 2016

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:30 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 25, 2016

A motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve the minutes of May 25, 2016 as submitted.

PUBLIC COMMENT

Tammy Curry, Jan Arford, Robert Sweed made comments regarding tax reassessment, rehabilitation project on 362 Church Street, and the Jimmy Stewart Airport.

EXECUTIVE SESSIONS

There was an Executive Session held on May 31, 2016 at 1:30 p.m. to discuss legal matters.

PROCLAMATION...FATHERS DAY PLEDGE PA WEEK

After a proclamation was read by Mr. Ruddock, a motion was made, seconded by Ms. Hess and unanimously carried to proclaim June 13 – 19, 2016 as Father's Day Pledge PA Week in Indiana County and encourage all citizens, especially men, to say no more to domestic violence and sexual assault by signing the pledge online at www.pasaysnomore.com. Audia Boyles, Whitney Mottorn, Kayla Hancock and Hillery Cramer from the Alice Paul House were present to accept the proclamation.

PROGRAM MANAGEMENT AGREEMENT...THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) / ICCAP

At the request of Michelle Faught, Director of ICCAP, a motion was made by Mr. Ruddock, seconded by Ms. Hess, to approve a Program Management Agreement for The Emergency Food Assistance Program (TEFAP) designating Indiana County Community Action Program as the lead agency.

INDIANA COUNTY IMPAIRED DRIVING PROGRAM GRANT FY 2017 / DISTRICT ATTORNEY

At the request of Brad Shields, County Detective, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the Indiana County Impaired Driving Program Grant for FY 2017 in the amount of up to \$10,000.00. The money will be used to help fund DUI enforcement activities through Indiana County.

RESOLUTION/GRANT APPLICATION...PENNSYLVANIA COMMONWEALTH FINANCING AUTHORITY / INDIANA COUNTY JIMMY STEWART AIRPORT

At the request of Tom Robertson, Airport Manager, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to authorize the filing of a grant application via Resolution to the Pennsylvania Commonwealth Financing Authority in the amount of up to \$3,000,000.00 for the Jimmy Stewart Airport Runway & Taxiway Overlay Project. The proposed project has been recommended by the PennDOT Bureau of Aviation to strengthen the existing asphalt base as a preventive maintenance initiative. The Indiana County Airport Authority will cover the local match contribution through either the Non-Primary Entitlement Grant and/or Authority funding, as determined by the Commonwealth Financing Authority.

RESOLUTION/COOPERATION AGREEMENT WITH ICCAP – 2016 EMERGENCY SOLUTIONS GRANT PROGRAM / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, and on behalf of the Indiana County Community Action Program (ICCAP), a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve a resolution to enter into a Cooperation Agreement with ICCAP for the 2016 ESG Program. The Cooperation Agreement defines responsibilities to carry out the Emergency Solution Grant Program (ESG). ICCAP will be the County's service provider for the ESG program providing necessary homeless services for the residents of Indiana County. ICCAP will continue to operate and manage the emergency shelter program at the Pathway Shelter in the community of Black Lick in Burrell Township. ICCAP, with the ESG funds, will also provide rapid re-housing services to assist the homeless or near homeless residents of Indiana County.

RESOLUTION...AUTHORIZATION TO FILE 2016 EMERGENCY SOLUTIONS GRANT APPLICATION / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, and on behalf of the the Indiana County Community Action Program (ICCAP), a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Resolution authorizing the filing of the 2016 Emergency Solutions Grant (ESG) program with the Pennsylvania Department of Community and Economic Development. The application is requesting \$275,000.00 in 2016 ESG funding to be matched with other state and local funds provided by ICCAP. The project scope of the application includes operational funds for the Pathway Homeless Shelter, essential service components, rapid rehousing and administrative activities. The financial request is for eighteen months of funding assistance. A public meeting to accept comments was conducted on May 24, 2016 for the proposed project, and no citizen comment was received.

RESOLUTION – FAIR HOUSING THROUGHTOUT INDIANA COUNTY / PLANNING

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 the a Fair Housing Resolution. The resolution affirms the County's commitment to Fair Housing that all programs administered by the County of Indiana provides Equal Housing Opportunities regardless of a person's race, color, religion, ancestry, sex, national origin, age, familial status, handicap or disability. Indiana County will undertake actions to include but not be limited to: 1. Publicizing the name and contact information of the local Fair Housing Officer; 2. Conduct, at a minimum, one fair housing activity annually educating the public of their rights under the Federal Fair Housing Law and the Pennsylvania Human Relations Act; and 3. Utilizing the fair housing logo on all materials dealing with housing programs.

RESOLUTION – FAIR HOUSING OFFICER / PLANNING

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 designate Christina Coleman of the Indiana County Office of Planning & Development as the County's Fair Housing Officer. Mrs. Coleman's duties will include receiving all complaints on housing discrimination and taking the appropriate action to resolve the complaint as needed. Discrimination in housing is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act) if based on race, color, sex, national origin, religion, familial status (families with children) or handicap/disability and the Pennsylvania Human Relations Act that adds the additional protected classes of age and ancestry.

FY 2016-2017 HUMAN SERVICE PLAN / 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 the Assurance of Compliance for the Human Services Plan for 2016-2017. The funds for this plan include the Human Services Development Fund and the Homeless Assistance Program with the following allocations:

- Human Services Development Fund - \$88,585.00
- Homeless Assistance Program - \$223,106.00

VEHICLE PURCHASE...TRI STAR MOTORS / INDIANA COUNTY PARKS & TRAILS

At the request of the Edwin Patterson, Parks Department, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the purchase of a 2016 Ford F-150 from Tri-Star Motors, Blairsville, PA in the amount of \$24,330.00. It is noted that this vehicle is being purchased under state contract pricing and includes the trade in of a 2000 Chevrolet Truck.

VEHICLE PURCHASE...TRI STAR MOTORS / CHILDREN & YOUTH SERVICES

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the purchase of a 2016 Ford Escape from Tri-Star Motors, Blairsville, PA in the amount of \$24,570.00. It is noted that this vehicle is being purchased under state contract pricing and includes the trade in of a 2006 Dodge Durango.

CONTRACT...B&M LAWN CARE / CHILDREN & YOUTH SERVICES

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve an agreement for FY 16-17 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. These services are utilized on a as needed basis.

CONTRACT...FM CLEANING / CHILDREN & YOUTH SERVICES

At the request of Sarah Ross, Director Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve an agreement for FY 16-17 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. / CHILDREN & YOUTH SERVICES

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve an agreement for FY 16-17 with Marc-Services, Inc. for maintenance on their Heating and Air Conditioning Unit at the rate of \$689.50 per year.

PRIVATE PROVIDER CONTRACTS / CHILDREN & YOUTH SERVICES

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with Cambria County Emergency Shelter, Ebensburg, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve a Private Provider Contract with Family Care Services, Inc., Chambersburg, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with Family Pathways, Butler, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with LifeSpan Family Services of PA, Punxsutawney, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve a Private Provider Contract with NHS Pennsylvania, Harrisburg, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with NHS Youth Services, Harrisburg, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Sarah Ross, Director of Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with Pentz Run Youth Services, Inc., Dubois, PA for FY 15-16 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

The Board asked Ms. Ross to put together a presentation for a future meeting outlining the needs of Children & Youth Services in regards to space at their current facility.

CONTRACT...ESSENTIAL MANAGEMENT SOLUTIONS / EMA

At the request of Tom Stutzman, Director of Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a one-year contract with the Essential Management Solutions, LLC in the amount not to exceed \$30,000.00 to provide financial management of the 9-1-1 funds.

EQUIPMENT PURCHASE FROM DELL COMPUTERS / EMA

At the request of Tom Stutzman, Director of Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the purchase of hardware for the Computer Aided Dispatch (CAD) system from Dell Computers in the amount of \$62,816.61. This purchase includes 15 workstations, two servers and routers for system control.

EQUIPMENT PURCHASE FROM CAPITAL AREA COMMUNICATIONS / EMA

At the request of Tom Stutzman, Director of Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the purchase of a Radio Frequency Extender for Cellular Service from Capital Area Communications in the amount of \$56,015.29. This system ties to the existing fiber optic network at the Alternate Site and connects to the Penn View Tower site for creation of a remote footprint. It is noted that this is being purchased under state contract pricing.

EQUIPMENT PURCHASE FROM SPS INTEGRATED COLLABRATE ACCELERATE / EMA

At the request of Tom Stutzman, Director of Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve an expansion of the Business Avaya Telephone Network from SPS Integrated Collabrate Accelerate in the amount of \$15,568.09. This system permits the relocation of EOC telephones or any Avaya based telephones in use within the county. Installation will permit the reuse of existing telephone extensions at the Alternate EOC as well as provide for continuation of routine business operations of county officials co-located within the EOC staff.

CONTRACT AMENDMENT...UNITED TELEPHONE AGREEMENT / EMA

At the request of Tom Stutzman, Director of Emergency Management Agency, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve a contract amendment to the Agreement between the County of Indiana and Untied Telephone Company of Pennsylvania LLC in the amount of \$77,640.64. The existing contract provides for a regional network system with remote switching located in three locations throughout southwestern Pennsylvania. Within each county on the network resides that county's redundant switch, which are each interconnected in order to continue to receive 9-1-1 calls from the residents of Indiana County. At the Alternate Site a redundant system specifically for Indiana County will be put in place that operates separate and independent from the one located at the primary site. This Alternate Call Processing Equipment system will be tied to the Regional network for outside redundancy.

ORDINANCE...EXCISE TAX

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve Ordinance 98-0923B allowing Indiana County to increase the current Excise Tax (Hotel Tax) from 3% to 5% beginning July 1, 2016. The motion also allows the collection of a 4% administration fee of the total tax collected be paid to Indiana County. Denise Liggett, Director of the Indiana County Tourist Bureau, was present and commented that the money collected goes towards promoting tourism in Indiana County.

OTHER BUSINESS

There was no other business.

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

The next regular scheduled Commissioners' Public Meeting will be held on Wednesday, July 13, 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 11:43 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman