

COMMISSIONERS' MEETING MINUTES
JANUARY 18, 2017

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:37 a.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 Greg Reinbold.

PLEDGE OF ALLEGIANCE

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

APPROVE MINUTES...JANUARY 11, 2017

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of January 11, 2017 as submitted.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

RESOLUTION...TAX BILLING DATES / TAX ASSESSMENT

At the request of Frank Sisko, Chief Assessor, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the following resolution regarding tax billing dates for Indiana County for 2017 and forward:

RESOLUTION

Be it resolved, this 18th day of January, 2017, the Indiana County Board of Commissioners does hereby set the real estate tax billing date to be March 1st with March 1 to April 30th being the 2% "discount" period, May 1 to June 30th the "face" period, and July 1 to December 31st the "penalty" (5% or 10%) period. All delinquent county taxes shall be returned to the Tax Claim Bureau by January 15th for collection.

Dated this 18th day of January, 2017.

INDIANA COUNTY BOARD OF COMMISSIONERS

Michael A. Baker, Chairman

ATTEST:

Rodney D. Ruddock, Commissioner

Robin Maryai, Chief Clerk

Sherene Hess, Commissioner

RESOLUTION...TAX APPEAL DEADLINE / TAX ASSESSMENT

At the request of Frank Sisko, Chief Assessor, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve a resolution setting the tax appeal deadline to August 1st for 2017 and forward:

RESOLUTION

WHEREAS, the Indiana County Tax Assessment Office is authorized to receive schedule and present to the Indiana County Board of Assessment all annual tax assessment appeals as filed; and

WHEREAS, the deadline for filing said annual tax assessment appeals currently is on or before September 1 of the tax year in question; and

WHEREAS, to allow for sufficient time to hear and complete annual tax assessment appeals and to timely certify the tax assessment roll, it has been deemed necessary to move the annual tax appeal deadline backward to on or before August 1 of the tax year in question from the current September 1 deadline; and

WHEREAS, 53 P.S. Section 8844 (c) (3), sets forth that:

“The county commissioners may designate a date no earlier than August 1 as the date on or before which any person desiring to appeal from any assessment shall file with the board an appeal as long as the notice by publication required under this chapter is given at least two weeks prior to the date designated in accordance with this paragraph.”

NOW THEREFORE BE IT RESOLVED, that in consideration of the foregoing, the County of Indiana does hereby designate the date for filing an annual tax assessment appeal with and before the Board of Assessment Appeals as on or before August 1 of the tax year in question, effective upon execution of this Resolution.

Dated this 18th day of January, 2017.

INDIANA COUNTY BOARD OF COMMISSIONERS

Michael A. Baker, Chairman

Rodney D. Ruddock, Commissioner

Robin Maryai, Chief Clerk

Sherene Hess, Commissioner

\$250,000 EDA RLF LOAN TO ROBERT GORDON INDUSTRIES LTD DBA GORDON SINCLAIR AND AFFILIATE / PLANNING

At the request of Angela Campisano, Office of Planning and Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a \$250,000 term loan from the Indiana County Revolving Loan Fund (RLF) to Robert Gordon Industries LTD dba Gordon Sinclair and Affiliate (Gordon Sinclair). Gordon Sinclair was formed in 1989 and is a promotional products supplier of custom decorated bags, drinkware, gifts and other assorted products which it decorates in its factory with the logos and advertising messages of its customers. The Company will be located at 771 Indian Springs Road (previously occupied by Swanson Industries). The loan proceeds will be used to partially fund machinery and equipment. The interest rate will be fixed at 2.85% for a term of 120 months. The RLF funds shall be leveraged by funds from CNB Bank, the Pennsylvania Industrial Development Authority Equipment and owner contribution. The borrower will create fifty full-time jobs as a result of this project over the next three years. The application was reviewed and approved by the Revolving Loan Fund Loan Review Committee.

RESOLUTION – COOPERATION AGREEMENT/INDIANA COUNTY CONSERVATION DISTRICT / PLANNING

At the request of Byron Stauffer, Office of Planning and Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a resolution authorizing the signing of a Cooperation Agreement with the Indiana County Development Corporation (ICDC) and the Indiana County Conservation District for the Redevelopment Assistance Capital Program (RACP) Grant. The Agreement details the responsibilities and duties between the County, designated as the RACP grantee and “pass through” entity, the ICDC, and the Indiana County Conservation District for the development and construction of new administrative offices and a land conservation and agricultural education center for the Indiana County Conservation District. The County will not be responsible to provide any direct financial assistance and at the completion of the proposed facility the ICDC will accept ownership with no further costs to the County.

RESOLUTION...AUTHORIZATION TO FILE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM e-RACP APPLICATION / PLANNING

At the request of Byron Stauffer, Office of Planning and Development and the Indiana County Development Corporation (ICDC) and on behalf of the Indiana County Conservation District, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to authorize the filing of a Redevelopment Assistance Capital Program (RACP) e-RACP Application to the Commonwealth of Pennsylvania. The County will serve as the grantee and “pass through” entity for purposes of the RACP Grant. The ICDC and the Indiana County Conservation District will be responsible for providing documentation of matching funds for the project. The application request will be for a maximum amount of \$1.5 million to construct new administrative offices and a land conservation and agricultural education center for the Indiana County Conservation District and its many community partners. The total project costs for the new Indiana County Conservation District facility are estimated to be less than \$3 million. The e-RACP applications are due by February 3, 2017.

RESOLUTION – COOPERATION AGREEMENT/ALICE PAUL HOUSE / PLANNING

At the request of LuAnn Zak, Office of Planning and Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a resolution authorizing the signing of a Cooperation Agreement with the Alice Paul House for the Redevelopment Assistance Capital Program (RACP) Grant. The Agreement details the responsibilities and duties between the County, designated as the RACP grantee and “pass through” entity, and Alice Paul House for the development and construction of a new domestic violence facility. The County will provide financial assistance through grant funds only and at the completion of the proposed facility the Alice Paul House will accept ownership at no further costs to the County.

RESOLUTION...AUTHORIZATION TO FILE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM e-RACP APPLICATION / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of the the Alice Paul House Board of Directors, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to authorize the filing of a Redevelopment Assistance Capital Program (RACP) e-RACP Application to the Commonwealth of Pennsylvania. The County will serve as the grantee and “pass through” entity for purposes of the RACP Grant. The County through this resolution also pledges the value of the land as match for the RACP Grant and entering into a minimum 20-year long-term land lease agreement with Alice Paul House upon receipt of all construction funds. The Application request will be for a maximum amount of \$1.5 million to construct the new domestic violence shelter and administrative offices for the Alice Paul House. Sufficient match funds are in hand from multiple grant contracts, committed local funds and private donations from Indiana County and Alice Paul House. The total project costs for the new Alice Paul House facility are estimated to be \$3.2 million. Approval includes submission of a \$500.00 application fee. The e-RACP Applications are due by February 3, 2017.

TAX COLLECTOR SALARIES FOR 2018 – 2021 TERM

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the salaries of the Tax Collectors for the 2018-2021 term as follows:

1. 5% - up to \$50,000.00
2. 1% - \$50,001.00 until penalty.
3. 5% - penalty

The Commissioners are required to set the salaries prior to the last day of circulating petitions which is February 14, 2017 for the upcoming Primary Election.

ANNOUNCEMENT...CANDIDATES PETITIONS

Chief Clerk Robin Maryai announce that February 14, 2017 is the first legal day to circulate nomination petitions and March 7, 2017 is the last day to circulate and file nomination petitions.

The County Offices up for election are:

Judge of the Court of Common Pleas
Coroner
Register of Wills, Recorder of Deeds and Clerk of Orphans
Treasurer
Magisterial District Judge #40-2-01
Magisterial District Judge #40-3-01

Township & Borough Office include:

Auditor
Tax Collector
Member of Council
Supervisor
Mayors
School Board
Judge of Election
Inspectors of Election

Packets will be available in the Commissioners' Office for all offices except Judge of the Court of Common Pleas about January 25th. Candidates seeking the Judge of the Court of Common Pleas can contact the Bureau of Elections in Harrisburg at 717-787-5280

**ANNOUNCEMENT...VACANCIES ON FARMLAND PRESERVATION BOARD,
PLANNING COMMISSION AND REDEVELOPMENT AUTHORITY**

Commissioner Baker announced that there are vacancies on the Farmland Preservation Board, Planning Commission and Redevelopment Authority. If anyone is interest in serving, they can send a resume or letter of qualification the Commissioner's Office.

OTHER BUSINESS

There was no other business

NEXT REGULAR MEETING...FEBRUARY 15, 2017 AT 10:30 A.M. (NOTE CHANGE)

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, February 15, 2017 at 10:30 a.m. in the Commissioners' Hearing Room.

ADJOURNMENT

With no other business to come before the Board at this time, Commissioner Baker adjourned the meeting at 11:01 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman