

COMMISSIONERS' MEETING MINUTES
APRIL 12, 2017

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:36 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...MARCH 22, 2017

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of March 22, 2017 as submitted.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PROCLAMATION...SEXUAL ASSAULT AWARENESS MONTH

After a proclamation was read by Ms. Hess, a motion was made, seconded by Mr. Ruddock and carried unanimously to proclaim the month of April, 2017 as Sexual Assault Awareness Month in recognition of the work done by agencies and organizations that provide services to victims and honor survivors. Audia J. Boyles and Whitney Carmichael from the Alice Paul House was present to accept the proclamation and thanked the board for their continued support

PROCLAMATION...NATIONAL TELECOMMUNICATOR'S WEEK

After a proclamation was read by Ms. Hess, a motion was made, seconded by Mr. Ruddock and carried unanimously to proclaim the week of April 9 – 15, 2017 as National Telecommunicator's Week in Indiana County and honor the men and women whose diligence and professionalism keep our county and citizens safe. The following dispatchers from 9-1-1 were present to accept the proclamation: Jolene Burkhardt, Diane White, Matt Pollock, Kathleen Gibbons, Elizabeth Rocco and Kyle Mauer.

RESOLUTION – FAIR HOUSING OFFICER DESIGNATION FOR 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 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. A public notice will be advertised identifying the County's Fair Housing Officer and the process of filing a complaint.

PROCLAMATION OF APRIL AS FAIR HOUSING MONTH IN INDIANA COUNTY / PLANNING

After a proclamation was read by Mr. Ruddock, a motion was made seconded by Ms. Hess and unanimously carried to proclaim April as Fair Housing month in Indiana County. The declaration is to bring attention to the residents of Indiana County that it is their right to live where they want without prejudice and discrimination. It is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) to discriminate in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status (families with children), or handicap (disability), and, the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry.

RESOLUTION – DESIGNATING A FAIR HOUSING COMPLIANT PROCESS / 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 adopt the complaint process to assist all residents of the County that encounter discriminatory acts in housing. The complaint process includes discriminatory acts if based on race, color, sex, national origin, religion, familial status (families with children), or those with a disability. These actions are prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry. The notice of the Fair Housing Officer and complaint process for Indiana County is scheduled to be published in the Indiana Gazette's legal ad section on Thursday, April 13, 2017.

MEMORANDUM OF UNDERSTANDING – ICCAP / PLANNING

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 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 2016 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 April 12, 2017, and shall be in force through and including December 31, 2018.

RESOLUTION TO AUTHORIZE FILING OF A DCNR PEER-TO-PEER TECHNICAL ASSISTANCE GRANT APPLICATION / PLANNING

At the request of Josh Krug, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a resolution to apply for grant funds from the Department of Conservation and Natural Resources (DCNR) Community Conservation Partnerships Program, Peer-to-Peer Technical Assistance Project to be used in completing one (1) walkability assessment in Clymer Borough as part of the Indiana County

2017 WalkWorks Program. WalkWorks is a collaboration between the Planning Office, the University of Pittsburgh Graduate School of Public Health, and the Pennsylvania Department of Health to increase opportunities for physical activity in Indiana County. The total grant amount requested will be \$2,500.00 which will be used to engage IUP Institute for Rural Health & Safety (IRHS) for the completion and submittal of the assessments. The grant program requires a 10% match (\$250) from the County which has been secured by planning initiative funding. The Planning Office requests authorizing this resolution and the signing of additional materials as specified by the program application.

INDIANA COUNTY ACT 13 IMPACT FEE DISTRIBUTION – 2011 / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the following modification to previously authorized Act 13 expenditures for the 2011 fiscal year, as follows:

Current Allocation	Proposed Modification
Criteria 3 – \$64,919.45.00 – was authorized for the EMA for Public Safety Radio Communications project; of which \$64,004.37 was expended, leaving a balance of \$915.08.	Criteria 3 – \$915.08 – Costs associated with providing radio equipment to the Indiana County Children & Youth Services to access the Public Safety Radio Communications system.
Criteria 8 – \$127,500.00 – was authorized for Geographic Information System (GIS) upgrades, including Pictometry; of which \$77,662.34 was expended, leaving a balance of \$49,837.66.	Criteria 8 – \$49,837.66 – Costs associated with providing new server equipment, computer licenses and other related records management, geographic information systems and information technology expenditures.

INDIANA COUNTY ACT 13 IMPACT FEE DISTRIBUTION – 2012 / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the following modification to a previously authorized Act 13 expenditure for the 2012 fiscal year, as follows:

Current Allocation	Proposed Modification
Criteria 11 – \$63,000.00 – held in the Act 13 Reserve Fund line item.	Criteria 10 – \$63,000.00 – Costs associated with Door Control Panel equipment at the Indiana County Jail.

INDIANA COUNTY ACT 13 IMPACT FEE DISTRIBUTION – 2013 / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the following modification to a previously authorized Act 13 expenditure for the 2013 fiscal year, as follows:

Current Allocation	Proposed Modification
Criteria 11 – \$39,752.25 – held in the Act 13 Reserve Fund line item.	<p>Criteria 3 – \$8,125.00 – Costs associated with updating wireless systems platform to 3G for remote monitoring of streams, which is monitored by HAZMAT Team for pollution resulting from several types of spills.</p> <p>Criteria 13 – \$5,000.00 – Funding for strategic and project related planning initiatives.</p> <p>Criteria 11 – \$26,627.25 – held in the Act 13 Reserve Fund line item.</p>

INDIANA COUNTY ACT 13 IMPACT FEE DISTRIBUTION – 2015 / PLANNING

Mr. Byron Stauffer, Office of Planning & Development explained that Indiana County has received its notification from the Pennsylvania Public Utility Commission (PUC) of the Act 13 Impact Fee Distribution for 2015. The Act 13 Impact Fee Distribution is based on an eligibility formula utilizing a complicated series of criteria based on unconventional gas wells located in Indiana County as compared to statewide. The PUC has determined for 2015 that there are 24 eligible unconventional gas wells that are located in Indiana County. Under Section 2314(d)(1) of Act 13, Indiana County has been allocated \$106,163.00 for 2015. These funds must be used for one of the thirteen criteria outlined in Act 13 under this section.

Upon an examination of the thirteen criteria under Section 2314(d)(1) and a review of the needs of the County to support various projects and initiatives, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the following expenditures/projects:

- Criteria 3 – \$15,000.00 – Funding for the Indiana County Fire Academy to assist local fire departments and first responders with training for emergency preparedness and related costs;
- Criteria 3 – \$15,000.00 – Funding for HAZMAT / Indiana County EMA Team 900;
- Criteria 9 – \$25,000.00 – Funding for Social Service expenditures;
- Criteria 13 – \$51,163.00 – Funding for strategic and project related planning initiatives.
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RESOLUTION...GRANT APPLICATION FOR STRATEGIC FINANCIAL MANAGEMENT PLAN / ECONOMIC DEVELOPMENT & WORKFORCE DEVELOPMENT PLAN / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a Resolution authorizing the filing of a \$200,000 Early Intervention Program (EIP) grant application through the Pennsylvania Department of Community & Economic Development (DCED) for partial funding

to develop a Strategic Financial Management Plan as well as an Economic Development & Workforce Development Plan.

The Strategic Financial Management Plan phase involves developing a multi-year strategy customized to address the specific needs and critical issues facing Indiana County in order to maintain long term fiscal and economic viability. The following are examples of key measurements that will be explored, such as a) expenditure reduction; b) revenue enhancement; c) implementation of long term community and economic development strategies for tax base stabilization; d) adoption of best management practices to achieve operating efficiencies; and, e) pursuit of intergovernmental cost-sharing strategies.

The second phase of the overall project includes partial funding for conducting a planning process culminating in a countywide Economic and Workforce Development Plan, to be incorporated as an addendum to the Indiana County Comprehensive Plan.

The last formal economic development plan for Indiana County, conducted in 1991, provided the framework for numerous infrastructure and economic development projects that helped Indiana County transition out of a period of high unemployment resulting severe job losses in the coal industry in the late 1980s; and that plan has guided the overall economic development strategy in Indiana County for the ensuing 25 years.

The Indiana County Comprehensive Plan adopted in 2012 did not include an economic development section; rather, the Comprehensive Plan recommended that a separate economic development planning process be conducted and an official economic development plan be subsequently incorporated into the Indiana County Comprehensive Plan.

The Indiana County Center for Economic Operations (CEO) has identified the development of a new Economic and Workforce Development Plan for Indiana County as a priority project.

The proposed EIP project budget would include matching funds of up to \$50,000 commitment from Indiana County. The CEO has also pledged to assist the Indiana County Commissioners in every phase of the economic and workforce development planning process in collaboration with the Office of Planning & Development.

CERTIFICATION BY LOCAL OFFICIAL AND PHA PLANS CONSISTENCY WITH THE CONSISTENCY WITH THE CONSOLIDATED PLAN OR STATE CONSOLIDATED PLAN / HOUSING AUTHORITY

At the request of Bonni Dunlap, Director of the Indiana County Housing Authority, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to certify that the 5-year PHA Plan and/or Annual PHA Plan of the Housing Authority of Indiana County is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of Impediments to Fair Housing Choice of Indiana County pursuant to 24 CFR Part 91.

VEHICLE PURCHASE...TRI-STAR MOTORS / SHERIFF

At the request of Chris Cusimano, Chief Deputy Sheriff, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the purchase under state contract pricing of a 2017 Ford Explorer from Tri-Star Motors, Blairsville, PA in the amount of \$24,851.00. Also, being approved is the police package with IbesTek in the amount of \$3,479.15. Total cost is \$28,330.15. This includes the trade in of a 2007 Dodge Charger in the amount of \$3,500.00.

2017 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT / EMA

At the request of Tom Stutzman, Director of the Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the 2017 Hazardous Materials Emergency Preparedness Grant in the amount of \$44,035.00. There is a 20% local match in the amount of \$8,807.00. The local match portion will be drawn from the Chemical User fees paid to the county through the LEPC. This annual grant is provided to the LEPC for training, planning and preparedness of emergency responders and Team 900.

LEASE ...FARBER SPECIALTY VEHICLES / EMA

At the request of Tom Stutzman, Director of the Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the purchase of a Comand Post Vehicle from Farber Specialty Vehicles, Columbus, Ohio in the amount of \$355,754.00. This is a replacement of a 1987 Orion Command Post vehicle with over 675,000.00 that cannot be repaired and is being purchased under government contract pricing.

A motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve a 12-year lease to own agreement with Government Capital Finance upon delivery by Farber. The county will be responsible to make an annual vehicle lease payment of \$36,084.92.

Mr. Stutzman explained that a portion of this vehicle does qualify for 9-1-1 funding. A portion of the technology already owned by the County, along with Region-13 procured assets will be removed and delivered to Farber for reuse on the new unit.

CONSULTING AGREEMENT...JH CONSULTING, LLC / EMA

At the request of Tom Stutzman, Director of the Emergency Management Agency, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve a consulting agreement with JH Consulting, LLC to perform a countywide commodity flow study to provide an inventory of the chemicals being transported by road and rail throughout the county. Hazardous Materials Emergency Planning and Training Grant Funds are available to cover 80% of the costs of this agreement, with the 20% balance coming from Chemical user fees paid directly to Indiana County. The total cost of the project is \$5,400.00.

CONTRACT AMENDMENT...MISSION CRITICAL PARTNERS / EMA

Tom Stutzman explained that at the November 16, 2016 public meeting and agreement for consulting services were entered into with Mission Critical Partners (MCP) as part of a 9-1-1 regional project application. At that time, Indiana County was identified as the fiduciary county for four other county partners who were all at various stages of CAD implementation. As the CAD projects moved through the PEMA contracting process, payment for each county was

individually earmarked directly to each partner, and Indiana County was only appropriated our share of the funds identified in the original MCP Contract. The original MCP contract called for a payment not to exceed \$125,000.00 or \$25,000.00 per county partner. This amendment would require each county to be contracted individually and reduce the original contract Indiana County signed to our share only which is \$25,000.00. A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a contract amendment with Mission Critical Partners.

SUBLEASE AGREEMENT...CNX GAS COMPANY, LLC / CYS

Sarah Ross, Director of Children & Youth Services, was present and explained that she would like to present to the board a sublease agreement with CNX Gas Company, LLC for the possible relocation of CYS, however, details of the contract need to be finalized.

Commissioner Ruddock offered support and the board is committed to a change in location of Children & Youth Services. The current location does not provide the staff with the necessary environment to do their job efficiently, effectively and safely. Many locations have been examined and have come into an agreement in concept that needs fine tuning. Mr. Ruddock said because it is a real estate matter with legal engagement that an executive session be held to discuss details. A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to table the sublease agreement.

PRIVATE PROVIDER AGREEMENTS FY 16-17 / CYS

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 Families United Network, Inc., Muncy, PA for FY 2016-2017 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, Pittsburgh, PA for FY 2016-2017 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 MHY Family Services, Mars, PA for FY 2016-2017 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 Summit Academy, Pittsburgh, PA for FY 2016-2017 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

OTHER BUSINESS

Commissioner Hess announced the Office of Planning & Development will be holding the Sustainability Summit on Friday, April 21st at the Rustic Lodge. Regional and State experts will speak in the fields of sustainable agriculture, renewal energy and the economic opportunities that are being borne out by the development of these areas. Municipal officials who have used energy efficiency to gain big dollars in their operations will also speak. There will be a particular focus on rural areas who are facing many challenges related to jobs and community development.

Commissioner Ruddock said “If you have lived in Indiana County for any length of time, which he has, you have to be offended as a resident of Indiana County to what has happened at certain events that occurred in Indiana County that are not supported by any organizations. At the most recent event there were several shootings, number of arrests and a number of issues that have brought discredit to this community. We need to find a way to eradicate this kind of behavior in our proud community. A support team has been assembled to address many of the concerns that are out there but frankly we need to refocus our energies on the fact that we have to do something more, something that gets the attention of those who feel they can do whatever they want to when it is not an acceptable standard for this great community. We all have a responsibility to tend to this problem. We need to work harder to take away the negative impact this has had and the concern that is shoulder by many residents of Indiana on these special events. We will continue to work hard on this issue.”

NEXT REGULAR MEETING...MAY 10, 2017 AT 10:30 A.M.

The next regular scheduled Commissioners’ Public meeting will be held on Wednesday, May 10, 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 11:34 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman