

COMMISSIONERS' MEETING MINUTES
SEPTEMBER 27, 2017

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:32 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...SEPTEMBER 13, 2017

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of September 13, 2017 as submitted.

PUBLIC COMMENT

Sidney Reger and Stanley Chipaitis made public comment asking the Commissioners to pass a resolution supporting state lawmakers action on Senate Bill 22 and House Bill 722 which addresses gerrymandering. The Board said gerrymandering and the senate bill and house bill were topics at the recent CCAP Conference in August.

Also present was Holly Komonczki from the Lumber Heritage thanking the Board for their support and for allowing the photos to be displayed on the first floor of the courthouse over the last few weeks.

EXECUTIVE SESSIONS

There were no Executive Sessions.

RESOLUTION RE-CERTIFYING RLF PROGRAM

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to adopt a resolution re-certifying that the Indiana County Revolving Loan Fund is being operated consistent with the existing Economic Development Strategy and is being operated in accordance with the policies and procedures contained in the administrative plan.

CONTRACT AWARD – UPPER PALMERTON/FAIRFIELD HEIGHTS MATERIALS
CONTRACT 1-2017

At the request of David Morrow, Office of Planning & Development, and on behalf of Burrell Township Supervisors and Highridge Water Authority, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to enter into a contract agreement with L/B Water Service, Inc. from Ebensburg, PA, for the Upper Palmerton/Fairfield Heights Waterline

Materials Contract. The contract award request in the amount of \$159,121.50 is for all materials necessary to install approximately 10,300 l.f. of 8" PVC waterline including hydrants and miscellaneous valves. One additional bid was received in the amount of \$170,080.98. This project is being funded with 2013/2014/2015 Burrell Township CDBG Entitlement Funds and 2013/2014 CDBG Competitive Funds. It shall be noted that materials will be installed by Highridge Water Authority Employees.

CONTRACT AWARD – UPPER PALMERTON/FAIRFIELD HEIGHTS WATERLINE EXCAVATION CONTRACT 2-2017

At the request of David Morrow, Office of Planning & Development, and on behalf of Burrell Township Supervisors and Highridge Water Authority, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to enter into a contract agreement with James Excavating, Inc. from Johnstown, PA, for the Upper Palmerton/Fairfield Heights Waterline Excavation Project. The contract award request in the amount of \$153,216.00 is for the excavation and backfill of approximately 10,300 l.f. of trench for the installation of an 8" waterline by Highridge Water Authority. One additional bid was received in the amount of \$270,500.00. This project is being funded with 2013/2014/2015 Burrell Township CDBG Entitlement Funds and 2013/2014 CDBG Competitive Funds.

CONTRACT AWARD – ICDC INDUSTRIAL BUILDING RENOVATIONS WAREHOUSE PAINTING REBID PROJECT – CONTRACT 2017-2

At the request of David Morrow, Office of Planning & Development and on behalf of Indiana County Development Corporation (ICDC) and Stiffler, McGraw and Associates, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to reject all bids submitted for ICDC Industrial Building Renovations Warehouse Painting Rebid Project. Bids are being rejected because a more cost-effective method of addressing the building exterior deficiencies was considered and accepted by the owners.

CONTRACT AWARD – ICDC INDUSTRIAL BUILDING RENOVATIONS METAL WALL PANELS PROJECT CONTRACT 2017-03

At the request of David Morrow, Office of Planning & Development and on behalf of Indiana County Development Corporation (ICDC) and Stiffler, McGraw and Associates, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to enter into a contract agreement with Cavcon Construction from Greensburg, PA for the ICDC Industrial Building Renovations Metal Wall Panels Project, Contract 2017-03. The contract award request in the amount of \$159,500.00 is for the installation of Metal Wall Panel siding and downspouts to the existing Industrial Building Warehouse currently occupied by NORMA. Two additional bids were received ranging from \$241,450.00 to \$420,000.00. This project is being funded by the ICDC and Redevelopment Assistance Capital Program funds, administered through the Indiana County Office of Planning and Development Office.

RESOLUTIONS – 2017 CDBG COOPERATION AGREEMENTS

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 resolutions for each of the County's designated Community Development Block Grant (CDBG) Entitlement communities. These communities are Indiana Borough and the Townships of Burrell and Center. The

resolutions approve that the County enters into a Cooperation Agreement with each of the municipalities to submit the 2017 CDBG applications on their behalf and to administer the programs in accordance with all federal, state and local regulations.

REQUIRED CDBG COMPLIANCE REGULATIONS

At the request of David Morrow, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve the following plan statements and goals for the 2017 CDBG program to meet compliance requirements with the federal and state mandates of the Pennsylvania Department of Community and Economic Development for all Community Development recipients. This approval includes the Borough of Indiana and the Townships of Burrell and Center as CDBG entitlement municipalities of the Commonwealth of Pennsylvania.

- Affirmative Action Plan for Indiana County
- Section 3 – U.S. Housing and Urban Development Act of 1968 for Employment Opportunities for Local Business and Low Income Persons
- County of Indiana Statement of Goals: This is the Section 3 requirement of the U.S. Housing Act of 1968 for the Community Development Block Grant Program that sets forth the County’s goals for contract to Indiana County based businesses at 15%.
- Minority and Women Owned Business Enterprise Plan
- Citizen Participation Plan
- Residential Anti-Displacement and Relocation Assistance Plan
- Language Access Plan
- Grievance Procedure Americans with Disabilities Act
- Grievance Procedure Section 504 of the Rehabilitation Act of 1973

All of the Plans are on file at the Office of Planning & Development and are available for public review.

RESOLUTION - INDIANA COUNTY ADA COORDINATOR

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Hess and carried unanimously to designate Lisa Spencer, Executive Director of the Indiana County Department of Human Services as the County’s Americans with Disabilities Act Coordinator. Ms. Spencer’s duties will include receiving all grievances from disabled people that believe they were discriminated against for services, programs or activities provided by Indiana County. A public notice will be advertised identifying the County’s ADA Coordinator and the process of filing a grievance.

RESOLUTION – INDIANA COUNTY SECTION 504 COORDINATOR

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to designate Robin Maryai, Chief Clerk, as Indiana County’s Section 504 Coordinator. Mrs. Maryai will oversee the grievance procedure that has been developed in accordance with other applicable laws including the Architectural Barriers Act of 1968 that requires buildings that are constructed or assisted with federal funds be accessible to and usable by handicapped persons; and Title VIII of the Civil

Rights Act of 1968 (Fair Housing Act) that prohibits discrimination in housing-related transactions on the previously described basis as well as familial status and disability.

NOTIFICATION OF CDBG COMPLIANCE DUTIES

As required by the Pennsylvania Dept. of Community and Economic Development to publicly identify the personnel responsible for specific CDBG/HOME compliance for environmental reviews and labor standards, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the following:

Designating LuAnn Zak environmental review officer who will be responsible for compliance with the National Environmental Policy Act of 1969 (NEPA). The environmental review officer is responsible for environmental review, decision-making and action under NEPA and HUD regulations at 24 CFR PART 58 and the statutes and authorities contained in 24 CFR Part 58.5 for the administration of the programs.

David A. Morrow, who will be designated labor standards officer. Mr. Morrow is responsible for compliance with labor standards as set forth in Section 110 of the Housing and Community Development Act of 1974, as amended, and HUD's implementing regulations. These standards include the Davis-Bacon Act, the Contract Work Hours and Safety Standards Act, the Copeland Anti-Kickback Act, and the U.S. Department of Labor regulations at 29 CFR Parts 1,3,5,6 and 7.

CHANGE ORDER – WINDY RIDGE BUSINESS & TECHNOLOGY PARK – DEVELOPMENT AREA 2 ROADWAY CONSTRUCTION PROJECT

At the request of Byron Stauffer, Office of Planning & Development, and on behalf of the Indiana County Development Corporation (ICDC), requested the Board approve the following change orders for the Windy Ridge Business & Technology Park project, located in White Township. The ICDC has previously approved each change order. The original contract amount was \$1,581,124.24 and the revised contract amount is \$1,750,128.41. Funding for the project has been provided through the Redevelopment Assistance Capital Program (RACP), the U.S. Department of Housing & Urban Development (HUD), the Indiana County Revolving Loan Fund (RLF), the Greater Indiana Enterprise Zone Loan Fund (EZLF) and local bank financing through the ICDC. Please note that there are no General Fund dollars provided for this project. Requesting that Commissioner Baker be authorized to sign any change orders requiring only one signature.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve Change Order No. 5 with A. Liberoni, Inc. Contract No. 2015-1 deleting of work items (concrete wedge curb) at SR 286 connection with Windy Ridge Roadway Contract – Total Cost Decrease – \$3,277.00.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve Change Order No. 6 with A. Liberoni, Inc. Contract No. 2015-1 increasing of work items – Total Cost Increase – \$6,900.00 to install and replace erosion and sedimentation (E&S) control items to maintain sediment control along the roadway section of the site.

SURPLUS BIDS 092517

At the request of Robin Maryai, Chief Clerk, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the bids totaling \$6,135.43 for surplus items. These items include a 2004 Ford F-250, 2001 Jeep Cherokee, miscellaneous office furniture and lawn equipment.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...OCTOBER 11, 2017 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, September 27, 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 11:09 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman