

COMMISSIONERS' MEETING MINUTES
DECEMBER 13, 2017

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Courtroom #1.

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...NOVEMBER 15, 2017

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of November 15, 2017 as submitted.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There was an Executive Session held on December 4th at 1:30 p.m. to discuss Legal Matters.

PROCLAMATION...HOMER-CENTER FOOTBALL TEAM

After a proclamation was read by the Commissioners, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to proclaim, Wednesday, December 13, 2017 as Homer-Center Wildcat Football Day in Indiana County and acknowledged and congratulated the outstanding achievements of the team and recognize that all of it's members have brought great credit upon themselves and their school, and made Indiana County proud to have been a part of the experience they made possible. The Homer-Center Wildcat Football Team won the 2017 PIAA District VI Class-A Championship and is the first Indiana County football team to advance to a state championship game. Coach Greg Page was present along with the entire team. He thanked the Board for the recognition but especially thanked the assistant coaches and especially the team for their hard work in making them look good.

AGREEMENT...AARON F. LUDWIG, ESQUIRE / COURTS

At the request of Christy Donofrio, Court Administrator, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve an agreement with Aaron F. Ludwig, Esquire to represent indigent defendants at the rate of \$40,000.00 per year. The term of the agreement is from January 1, 2018 to December 31, 2018.

SERVICE AGREEMENT...VIGILNET AMERICA LLC / PROBATION

At the request of Mike Hodak, Chief Probation Office, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a Service Agreement with Vigilnet America, LLC. This agreement will provide services for electronic monitoring of clients under supervision of the Probation Office through use of an alcohol sensor bracelet and/or Global Positioning System bracelet which is worn by the offender. Any expense incurred for use of these services would be reimbursable under the current grant award by the Pennsylvania Commission on Crime & Delinquency for operation of the Indiana County Drug Treatment Court Program. If the Court would use these devices and services in other cases, the offender would be assessed and be responsible for payment of applicable fees.

INDIAN HAVEN ROOM RATE INCREASE / COMMUNITIES AT INDIAN HAVEN

At the request of Kim Cobaugh, Indian Haven, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a 2% room rate increase beginning January 1, 2018 as follows:

TYPE OF ROOM	OLD RATE	NEW RATE
Private Room	\$290.00	\$296.00
Acute Semi-Private	\$255.00	\$260.00
Semi-Privat Room	\$232.00	\$237.00

MEMORANDUM OF UNDERSTANDING / JAIL

At the request of Sam Buzzinotti, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a Memorandum of Understanding between Indiana County and Franklin County to house prisoners at the rate of \$65.00 per day. The term of the agreement is from January 1, 2018 to December 31, 2018.

At the request of Sam Buzzinotti, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a Memorandum of Understanding between Indiana County and Elk County to house prisoners at the rate of \$65.00 per day. The term of the agreement is from January 1, 2018 to December 31, 2018.

STATEWIDE INTERCONNECTIVITY FUNDING GRANT AGREEMENT / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve the Statewide Regional Interconnectivity Funding Grant Agreement in the amount of \$87,821.90. These funds will be used to offset the general fund budget for equipment and services that are part of the regionalization efforts for 9-1-1. This year’s funds will be divided between the following projects:

- ESINet costs (fiber optic network services) - \$13,560.00
- ICORRS Master Site Maintenance/SUA II - \$64,352.50
- Century Link, 9-1-1 Switch Maintenance - \$9,909.48

EMERGENCY OPERATIONS PLAN UPDATE / EMA

Tom Stutzman, Emergency Management Agency, explained that after recent participation in the Statewide Winter Weather Exercise, several notations were made by Emergency Operation Center (EOC) staff members of needed changes to the Emergency Operations Plan (EOP).

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the updated Emergency Operations Plan/

Mr. Stutzman also explained that as part of this overall plan update, several annexes to the County EOP also have been updated and require individual promulgation signatures.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the updated Hazardous Materials Emergency Response Plan for Transportation Incidents Plan.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the updated Hazardous Materials Crude Oil Trains Plan.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the updated Hazardous Materials Unconventional Well Sites Plan.

LEASE...MCNAUGHTON BROTHERS, INC. / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to renew the lease agreement with McNaughton Bros., Inc., in the amount of \$1,500.00 per month from January 1, 2018 through December 31, 2018. This storage facility houses equipment for EMA, Sheriff and Coroner.

AGREEMENT...ESSENTIAL MANAGEMENT SOLUTIONS / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve an agreement with Essential Management Solutions for monitoring and reporting of various telephone systems and the call loading into the 9-1-1 center on various telco trunk lines and at cellular tower sites. The information provided via the 9IMS software is a valuable tool for managing the emergency telephone network within Indiana county. This renewal is for the period of November 1, 2017 to October 31, 2018. The total cost of this contract is \$18,504.00 and is recoverable from 9-1-1 Fees.

2013 INDIANA COUNTY CDBG MODIFICATION #1 / PLANNING

LuAnn Zak , Indiana County Office of Planning and Development, requested that the Board approve a modification to the 2013 CDBG Indiana County contract. The requested modification is to eliminate the County-wide Lateral Assistance Program and add the Fulton Run Alternative Sewer System Project. The amount of the funds to be de-obligated from the Lateral Program and re-allocated to the Fulton Run Project will be no less than \$10,000.00. The exact amount will be determined after the processing of one remaining application for assistance is completed. A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the modification and change not to exceed \$1,500.00. The motion also includes approval for

Commissioner Baker to sign all required documents to complete the modification process as required by PA DCED.

This request is due to a lack of applications from residents in areas receiving new public water and/or sewage system projects. The 2013 CDBG contract has already had one request approved to extend the completion of this activity beyond the required 3-year project completion deadline that was March 9, 2017. The Fulton Run Alternative Sewer System Project can utilize the 2013 CDBG funds to complete the proposed activity within the next year. The required citizen participation requirements to undertake this modification have been completed and no adverse comments were received.

2014 INDIANA COUNTY CDBG MODIFICATION #2 / 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 modification #2 to the 2014 CDBG Indiana County contract. The motion also includes approval for Commissioner Baker to sign all required documents to complete the modification process as required by PA DCED. The requested modification is to eliminate the County-wide Lateral Assistance Program that was originally funded for \$15,000.00. These funds would be re-allocated to the Fulton Run Alternative Sewer System Project that has funding in the 2014 contract for \$200,000.00 for a total contract allocation of \$215,000.00.

This request is due to a lack of applications from residents in areas receiving new public water and/or sewage system projects. The 2014 CDBG contract's three-year project completion deadline is August 5, 2018. The Fulton Run Alternative Sewer System Project is anticipated to utilize the 2014 CDBG funds to complete the proposed activity by the deadline date. The required citizen participation requirements to undertake this modification have been completed and no adverse comments were received.

CHANGE ORDER #1 – ICDC INDUSTRIAL BUILDING METAL PANELS PROJECT / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, and on behalf of the Indiana County Development Corporation and Stiffler, McGraw & Associates, Inc., a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve Change Order #1 with CAVCON Construction, Inc. in the amount of \$3,775.00 on the ICDC Industrial Building Metal Panels Project. Change Order #1 is to replace the existing gutter systems with new aluminum gutters and gutter traps. The revised contract with CAVCON Construction, Inc. with approval of Change Order #1 will be \$163,275.00. The additional project costs will be covered with Redevelopment Capital Assistance Program (RCAP) grant funds:

HIGHMARK RENEWAL PROPOSAL

At the request of Robin Maryai, Chief Clerk, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a Highmark renewal proposal. This agreement extends the current contract for an additional third year and Highmark will give the County a credit for 2018, 2019 and 2020 in the amount of \$175,000 for each year. This agreement also will cap the renewal increase at 7% for 2019 and 10% for 2020. If the county would back away from Highmark the credits would be required to be paid back.

OTHER BUSINESS

Commissioner Ruddock reported that the Tri-County Workforce Investment Board recognized employers in the three-county region for their success for their contribution to the workforce development system within the region. The business recognized for Indiana County was Indiana County Technology Center. Commissioner Ruddock said they are very proud of businesses that consider working with the Workforce Development Board in hiring personnel.

Commissioner Baker announced that oaths for the Coroner, Treasurer, Register & Recorder and Magisterial District Judges will be given on December 28th at 11:00 a.m. The oath for Judge of the Court of Common Pleas will be December 28th at 1:15 p.m.

NEXT REGULAR MEETING...DECEMBER 20, 2017 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, December 20, 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 11:24 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman