

COMMISSIONERS' MEETING MINUTES
FEBRUARY 28, 2018

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:33 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 Matthew T. Budash, Chief Clerk Robin Maryai and others. Members of the news media present were Josh Widdowson, Greg Reinbold and Chauncey Ross.

PLEDGE OF ALLEGIANCE

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

APPROVE MINUTES...FEBRUARY 14, 2018

A motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve the minutes of February 14, 2018 as submitted.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There was an Executive Sessions held on February 28th at 10:00 to discuss Real Estate Matters.

CONTRACT GILMORE – TRAGUS, LLC / 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 a contract with Gilmore – Tragus, LLC. providing consultant services effective March 1, 2018 to March 31, 2019 in the amount not to exceed \$10,000.00 plus travel.

CONTRACT...RESOURCE TECHNOLOGIES CORPORATION / TAX ASSESSMENT

At the request of Frank Sisko, Chief Assessor/Tax Claim Director, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a contract with Resource Technologies Corporation in the amount of \$1,500 per month. The contract is for maintaining the mineral valuation records and will include up to date information on the mining activity and depletion reports provided by mineral operators. They will also provide expert testimony in appeal hearings if needed.

AGREEMENT...INDIANA TITLE ABSTRACT CORP / TAX CLAIM

AGREEMENT...SCHILLINGER & KEITH / TAX CLAIM

Frank Sisko, Chief Assessor/Tax Claim Director, explained the county is required by law to conduct a Judicial Sale of delinquent properties that were not sold as the annual upset sale. The properties that will be sold at Judicial Sale must be accompanied by title searches showing ownership of properties, tax and municipal liens, mortgages, ground rents, charges and estates against properties. These abstracts will be performed on parcels as needed and will include the examination of all records and documents for period of not less than 50 years.

A motion as made by Mr. Ruddock seconded by Ms. Hess and carried unanimously to approve a contract with Indiana Abstract Corp at the rate of \$135 per abstract.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a contract with Schillinger and Keith Abstracting at the rate of \$135 per abstract.

BOARD APPOINTMENT...CITIZENS ADVISORY BOARD / CYS

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the appointment of Joshua Rosenberger, Indiana, PA to the Citizens Advisory Board; term will expire December, 2018.

PRIVATE PROVIDER AGREEMENTS FY 17-18 / 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 Untied Network, Inc. Muncy, PA for FY 2017-2018 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 Keystone Adolescent Center, Greenville, PA for FY 2017-2018 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 Pentz Run Youth Services, Inc., Dubois, PA for FY 2017-2018 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

CHANGE ORDER #2 – ICDC INDUSTRIAL BUILDING METAL PANELS PROJECT / PLANNING

At the request of Dave Morrow, 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 #2 with CAVCON Construction, Inc. in the amount of \$2,081.00 on the ICDC Industrial Building Metal Panels Project. Change Order #2 is to replace one additional louver and two additional wall vents. The revised contract with CAVCON Construction, Inc. with approval of Change Order #2 will be \$165,356.00. The additional project costs will be covered with Redevelopment Capital Assistance Program (RCAP) grant funds.

CERTIFICATION/CONSISTENCY WITH CONSOLIDATED PLAN – HOUSING AUTHORITY OF INDIANA COUNTY / PLANNING

At the request of LuAnn Zak, Office of Planning & Development on behalf of the Housing Authority of Indiana County, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried to certify that the Authority's Annual PHA (Public Housing Authority) Plan is consistent with the State's Consolidated Plan and the Analysis of Impediments to Fair Housing Choice. The motion also includes approval for Commissioner Baker to sign the certification form. This

review and certification is required by the U.S. Department of Housing and Urban Development as part of the Authority's annual funding requirements.

3 YEAR-ACTIVITY EXTENSION – 2013 CDBG / 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 that a request be made to the Pennsylvania Department of Community and Economic Development for Indiana County's 2013 Community Development Block Grant Entitlement Contract. The request is for an extension to the 3-Year Project Activity completion date requirement from March 9, 2017 to December 30, 2018. The extension is for the uncompleted Indiana Borough Planning activity. The contract expiration date is March 14, 2019. Approval also includes for Commissioner Baker to sign the necessary paperwork for the submission to DCED.

3 YEAR-ACTIVITY EXTENSION – 2014 CDBG / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve that a request be made to the Pennsylvania Department of Community and Economic Development for Indiana County's 2014 Community Development Block Grant Entitlement Contract. The request is for an extension to the 3-Year Project Activity completion date requirement from August 4, 2018 to December 30, 2019. The extension is for the following activities; the Fulton Run Alternative Sewer System, the Old Rte. 119 Water Line Extension, the Upper Palmerton/Fairfield Heights Water Service Extension and the Indiana Borough Planning activity which is in the process of being added to the 2014 contract. The contract expiration date is August 4, 2020. Approval also includes for Commissioner Baker to sign the necessary paperwork for the submission to DCED.

CONTRACT AWARD – MULTI-YEAR CDBG INDIANA BOROUGH / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of the Borough of Indiana, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a contract award with Stiffler McGraw & Associates, Inc. of Indiana, PA. The contract is to undertake a Flow Monitoring Study of the Borough's sanitary sewer and storm water system to identify problem areas and develop a corrective action plan. This will be a multi-phased and multiple year study that will be undertaken as funds are available. The contract award for Phase I of the study is for an amount not to exceed \$41,448.00 and will be funded by Indiana Borough CDBG program funds.

IRLF LOAN – INDIANA COUNTY DEVELOPMENT CORPORATION – EXTEND MATURITY DATE / 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 an extension of the maturity date for the \$150,000.00 Infrastructure Revolving Loan Fund (IRLF) loan to the Indiana County Development Corporation (ICDC) until January 21, 2019. The ICDC utilized the IRLF loan for eligible project costs at two priority economic development initiatives, specifically at the Windy Ridge Business & Technology Park (White Township) and the 119 Business Park / Joseph Land Development (Center Township) to leverage funding through the Redevelopment Assistance Capital Program (RACP) and the U.S. Department of Housing & Urban Development (HUD). The IRLF was established in 2002 with funding secured by Senator Don White through the Pennsylvania Department of Community and Economic Development. The IRLF program was specifically created to finance the up-front engineering and design services necessary for infrastructure projects and community facilities. The \$150,000.00 loan to the ICDC will provide

interim financing for the engineering, design and permitting required to successfully deliver these projects. No other terms of the IRLF loan will be modified.

AUTHORIZATION TO ADVERTISE ORDINANCE – KEYSTONE OPPORTUNITY EXPANSION ZONE (KOEZ) / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, and on behalf of the Indiana County Development Corporation (ICDC), a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to authorize the advertising of an ordinance for the 10-year extension of the Keystone Opportunity Expansion Zone (KOEZ) at the Windy Ridge Business & Technology Park, located in White Township and consisting of 200.79 acres based on the exhibit prepared by Stiffler, McGraw & Associates, Inc. The Windy Ridge Business & Technology Park is currently designated as a KOEZ beginning on January 1, 2010 through December 31, 2019. The Keystone Opportunity Zone Act, dated October 6, 1998, was established to encourage investment in areas experiencing distress characterized by high unemployment, low investment of new capital, underutilized or not-in-use parcels of property. As a result of the adoption of the ordinance, the County would be indicating its willingness to provide the required tax exemptions, deductions, abatements and credits to persons and businesses qualified under the Act from all local taxes set forth in the Act. Furthermore, the ICDC is offering to enter into a Payment In Lieu Of Taxes (PILOT) agreement with the County representing the base tax amount as determined by the Indiana County Assessment Office. If approved, the KOEZ would be in effect from January 1, 2020, through December 31, 2029 and is contingent upon approval from the PA Department of Community & Economic Development.

RESOLUTION – TAX INCREMENT FINANCING (TIF) DISTRICT COMMITTEE FORMATION / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, and on behalf of the Indiana County Development Corporation, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a non-binding resolution to establish a Tax Increment Financing (TIF) District within the Windy Ridge Business & Technology Park, located in White Township and consisting of approximately 68.63 acres based on the exhibit prepared by Stiffler, McGraw & Associates, Inc. The Tax Increment Financing Act, dated July 11, 1990, was established to provide financing for the elimination and prevention of blight within designated TIF districts. As a result of the adoption of the non-binding resolution, the County would be indicating its willingness to appoint members to a TIF Committee to participate in the development of a TIF Plan for the financing a portion of the costs for the project.

Commissioner Ruddock said the nice part about the concept plan is that the county and the school district will still gain an advantage during the course of this project that we are trying to attract. Once that contract is signed, then we will be able to move forward and gain incrementally, financially, the monies that will be made available through the increased tax effort projected through the acquisition. We are looking forward to not just the 300 to 500 jobs that are probably going to come, but all the other ones that are going to follow, and what's going to happen with our schools and for our housing. Commissioner Baker said the ripple effect of this coming to Indiana County is going to be tremendous.

TIME EXTENSION...ROUTE 22 PEDESTRIAN BIKE/BRIDGE

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Hess, seconded by Mr. Ruddock, and carried unanimously to approve a time extension for the Route 22 Pedestrian Bike/Bridge project be granted from April 17, 2018 to December 31, 2018.

BIDS...INDIANA COUNTY JAIL GEOTHERMAL HEAT HVAC – 02/08/2018 / JAIL

At the request of Robin Maryai, Chief Clerk, and at the recommendation of Gibson Thomas Engineering, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to accept the low bid received from Mark-Service, Inc., Windber, Pa in the amount of \$336,200 for the Cooling Tower Project to be completed no later than July 1, 2018. Two other bids were received ranging from \$336,200 to \$424,000.00.

John Emerson, Gibson Thomas Engineering, said in addition to keeping temperatures in the jail down during summer months, it will resolve issues with condensation affecting pneumatic locks at the Jail. Mr. Emerson said Fluid Tech, Inc. will expedite the delivery of the cooling tower to seven weeks and work to prepare the jail for the new cooling tower will start before the tower itself arrives. If everything goes right, the new cooling tower will be up and running by the first of June.

OTHER BUSINESS

Commissioner Ruddock announced that the County News publication highlighting “Serving our Veterans” was distributed through CCAP. An article, written by Chauncey Ross, “Veterans Community Gardens” was one of the featured stories. Commissioner Ruddock gave a copy of the magazine to Mr. Ross.

Commissioner Hess announced that Indiana County was chosen one of six counties in a pilot program through the PA Treasurer, Joe Torsella for the Keystone Scholars Program. This program starts an account with \$100 for newborn babies to help jump their future.

NEXT REGULAR MEETING...MARCH 14, 2018 AT 10:30 A.M.

The next regular scheduled Commissioners’ Public meeting will be held on Wednesday, March 14, 2018 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 11:11 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman