

## **COMMISSIONERS' MEETING MINUTES**

### **APRIL 9, 2025**

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Commissioners' Hearing Room.

#### **ROLL CALL**

Chairman R. Michael Keith, present  
Commissioner Bonni S. Dunlap, present  
Commissioner Sherene Hess, present

Also, in attendance were Solicitor Matthew T. Budash and Chief Clerk Robin Maryai.

#### **PLEDGE OF ALLEGIANCE**

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

#### **APPROVE MINUTES**

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the minutes of March 26, 2025.

#### **PUBLIC COMMENT**

There was no public comment.

#### **EXECUTIVE SESSIONS**

There was an Executive Session held on March 31, 2025 at 3:00 p.m. to discuss the Opioid Litigation.

#### **OPIOID LITIGATION**

Russell Bopp, Attorney with Marcus & Mack, explained that Indiana County has been openly participating in the National Opioid Litigation for many years and have achieved a number of settlements and received payments that include manufacturers, distributors and pharmacies. As part of that litigation, a number of entities were added to the litigation by the recommendation of our national consortium of attorney's that are representing similarly situated counties across the United States and these have been confined into a multidistrict litigation. The consortium has made a recommendation that counties and municipalities that are in a similar situation to Indiana County with respect to size, etc. withdraw certain complaints that have been filed against not all, but a few select pharmacy benefit managers and pharmacies. There are approximately 1,800 municipalities in the same situation and more than 800 have agreed to follow the advice of the national consortium and withdraw complaints against these specific entities. The reason is that with the number of entities participating, Judge Polster, who is overseeing these, said that there are too many and if they continue, he is likely to deny the current motions to amend to include these entities and that would not serve Indiana County's interest. If we withdraw, we still have the opportunity to participate in national settlements. Mr. Bopp is recommending that we follow the advice of our national consortium of attorneys and withdraw the amendment to the complaint. Solicitor Budash is in agreement with Marcus & Mack to withdraw the amendment to the complaint. A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to withdraw the complaint.

## **ORDINANCE...INDIANA COUNTY MUNICIPAL EMERGENCY SERVICES AUTHORITY**

Attorney Ben Reid from Mette, Evans & Woodside Law firm, who was hired to assist the county in forming the Indiana County Municipal Emergency Services Authority asked to board to authorize the Articles of Incorporation be filed with Pennsylvania Department of State Corporation Bureau. This authority will lead to the delivery of emergency services for municipalities that have opted into the plan. This ordinance authorizes Articles of Incorporation that provides for a nine-member authority board appointed by the county. He also explained that the document being sent to Harrisburg was intentionally created so that it's a shell from day one and this authority would not be empowered to provide services and to send bills to property owners until a final plan is developed by the authority board.

A motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the Ordinance forming the Indiana County Municipal Services Authority.

## **PROCLAMATION...NATIONAL CRIME VICTIMS' RIGHTS WEEK**

After a proclamation was read, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to proclaim the week of April 6-12, 2025 as Crime Victims' Rights Week reaffirming the county's commitment to providing victim services and a criminal justice response that assists all victims of crime during this week and throughout the year.

## **PROCLAMATION...NATIONAL COUNTY GOVERNMENT WEEK**

After a proclamation was read, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to proclaim April as National County Government Week and recognize the essential role of county government in providing vital services and enhancing the quality of life for all residents.

## **PROCLAMATION...FAIR HOUSING MONTH**

After a proclamation was read, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to proclaim April to be Fair Housing Month so as to bring to the attention of the County's residents their right to live where they want to live without prejudice or discrimination by any owners of real estate, developers, builders, or financial organizations.

## **RESOLUTION – FAIR HOUSING / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a Fair Housing Resolution for Indiana County and "on behalf of" ("OBO") the Community Development Block Grant (CDBG) Entitlement communities of Indiana Borough and Center Township. The resolution identifies publicly how Indiana County, including the "OBO" communities, will promote, educate and aid in the enforcement of Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act), the Pennsylvania Human Relations Act, and any local laws or ordinances. The actions identified for implementation to further fair housing will include at a minimum publicizing the name and contact information of the designated Fair Housing Officer for Indiana County, including the "OBO" communities of Indiana Borough and Center Township; conducting a minimum of one fair housing activity annually, and utilizing the fair housing logo on all materials dealing with housing programs.

### **RESOLUTION - DESIGNATION OF A FAIR HOUSING OFFICER AND COMPLIANT PROCESS / PLANNING**

At the request of LuAnn Zak, The Office of Planning & Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to adopt a resolution designating a Christina Coleman as the Fair Housing Officer to comply with Federal Fair Housing Law and the Pennsylvania Human Relations Act and identify a complaint process. The Fair Housing Officer designation includes the County of Indiana and Indiana County “on behalf of” Indiana Borough and Center Township as designated Community Development Block Grant Entitlement Grantees. The Fair Housing Officer is available to assist any resident that believes they have been discriminated against based on the federal, state and local laws and ordinances. The duties include receiving all complaints of housing discrimination and taking the appropriate action to resolve the complaint as required.

### **CONTRACT AWARD – ARCHITECTURAL SERVICES / PLANNING**

At the request of LuAnn Zak, The Office of Planning & Development and on behalf of the Indiana County Community Action Program (ICCAP), a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to enter into a contract agreement with Stiffler McGraw Engineers, Surveyors Architects of Indiana PA for the design and inspection services for the third and final phase of the Indiana County Food Bank Warehouse Rehabilitation Project. The contract award is for services at a cost of not to exceed \$63,000.00. The architectural services include design, contract bidding and construction inspection. The rehabilitation will address the replacement of the roof, siding, exterior entrance door, replacement of gate and locks, site lighting, etc. The warehouse is located at 2131 Shelly Drive in White Township. Multi-year Community Development Block Grant funds are available to cover the architectural services and proposed rehabilitation activities.

### **CONTRACT AWARD – THE WELCOME CENTER AT THE BANK PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development and on behalf of Thomas R. Harley Architects, LLC, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to enter into a contract agreement with CNC Construction, Inc. from Penn Run, PA for the for The Welcome Center at the Bank Project located at 600 Philadelphia St. in Indiana Borough. The contract award request in the amount of \$694,000.00 for the construction of a conference room area with baffled ceiling, installation of two restrooms one of which will be fully ADA accessible. The demolition of two existing air handling units being replaced with two new air handling units in the mezzanine areas on newly constructed elevated platforms with ladder access. New lighting and electrical modifications will be made throughout the areas being renovated. Two bids were received the low bid as noted from CNC Construction of \$694,000 and a second bid of \$939,600. This project is being funded with a Redevelopment Assistance Capital Program Grant Funds. Project funding for this project will be through a Redevelopment Assistance Capitol Program (RACP) grant and Commonwealth Finance Authority (CFA) grant funds.

### **2024-2025 PCORP LOSS PREVENTION GRANT APPLICATION #1**

Robin Maryai, Chief Clerk, asked the board to approve two grant application for the 2024-2025 PCorp Loss Prevention Grant Program.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the PCorp Loss Prevention Grant application #1 in the amount of \$23,608.00. It will be used to update the Public Restroom on the third floor of the courthouse by making it more ADA compliant. The courthouse currently only has one ADA restroom in the basement. We have found this to be insufficient due to the rising need with employees and the public.

A motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the PCorp Loss Prevention Grant application #2 in the amount of \$6,392.00. It will be used to repair and replace two sections of sidewalk and one area of the parking lot. The sidewalks and the area of the parking lot are deteriorated and cracked beyond repairs these areas pose a tripping hazard to the public and employees.

#### **2025 SALLADE SAFETY IMPROVEMENT GRANT APPLICATION**

At the request of Robin Maryai, Chief Clerk, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a grant application to the 2025 Sallade Safety Improvement Program Grant in the amount of \$5,108.00. this will be used to repair and replace two sections of sidewalk and one area of the parking lot. The sidewalks and the area of the parking lot are deteriorated and cracked beyond repairs and pose a risk of trips and falls to employees.

#### **RESOLUTION BY MUNICIPALITY CERTIFYING PROVISION OF LOCAL MATCH FOR STATE OPERATING FINANCIAL ASSISTANCE**

At the request of Robin Maryai, Chief Clerk, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a resolution certifying the county will provide the Indiana County Transit Authority local funds in the amount of \$108,700.00 paid quarterly to match state funds provided pursuant to 74 Pa. C.S. Section 1513 for Fiscal year 2025-2026.

#### **BOARD APPOINTMENT...BOARD OF ASSESSMENT OF APPEALS**

At the request of Robin Maryai, Chief Clerk, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to appoint the following to the Board of Assessment Appeals, Martin Medvetz, Kenneth Brown and Rhonda Lightner; terms will expire January, 2028.

#### **BOARD APPOINTMENT...SOUTHWESTER PENNSYLVANIA COMMISSION**

At the request of Robin Maryai, Chief Clerk, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to appoint Commissioner Bonni S. Dunlap to the Commission Executive Committee and Corporation Board of Directors for the Southwestern Pennsylvania Commission replacing Robin A. Gorman.

#### **OTHER BUSINESS**

Commissioner Dunlap announced Library Week is April 6-12, 2025. Commissioner Hess announced Indiana County received the Decathlon Award from the Governor's Award for Excellence.

#### **NEXT REGULAR MEETING...APRIL 23, 2025 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, April 9, 2025 at 10:30 a.m. in the Commissioners' Hearing Room.

**ADJOURNMENT**

With no other business coming before the Board at this time, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess to adjourn the meeting at 11:22 a.m.

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Sherene Hess, Commissioner

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R. Michael Keith, Chairman