

COMMISSIONERS' MEETING MINUTES
AUGUST 13, 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, absent

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 Keith and carried unanimously to approve the minutes of July 23, 2025.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

RESOLUTION...THIRD AMENDMENT TO LOAN AGREEMENT FOR GENERAL OBLIGATION NOTE TAXABLE SERIES B OF 2020

At the request of Matthew Budash, County Solicitor, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the third amendment to Loan Agreement for General Obligation Note Taxable Series B of 2020 amending the maturity date of the note to June 15, 2026.

RESOLUTION...ALLEGHENY HEALTH NETWORK HELICOPTER FINANCING

At the request of James H. Webster, attorney representing Allegheny County Hospital Development Authority, a motion was made by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to approve a resolution for the issuance of \$55M in bonds for Allegheny Health Network, that would be utilized towards the purchase of up to four medically-equipped LifeFlight helicopters including one that would be located at Indiana Regional Medical Center. This approval does not affect the faith, credit or taxing power of the County in any way. To comply with the Internal Revenue Code as well as the federal tax Equity and Fiscal Responsibility Act of 1982 (TEFRA), it requires that an issue of obligation be approved by the highest elected official of the government units which contain the location of the facilities where the helicopters will be utilized.

GRANT APPLICATION...STATE FOOD PURCHASE PROGRAM FY 25-26 / ICCAP

At the request of Brandi Fleming, ICCAP, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve a Grant application be submitted to the Pennsylvania Department of Agriculture for the State Food Purchase Program for FY 25-26.

MEMORANDUM OF UNDERSTANDING...FRANKLIN COUNTY / JAIL

At the request of Leslie Loveridge, Jail, a motion was made by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to approve a memorandum of understanding with Franklin County for inmate housing at the rate of \$75.00 per day.

BIDS...KINTERSBURG COVERED BRIDGE REHABILITATION PROJECT / PARKS & TRAILS

At the request of Ed Patterson, Parks & Trails, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the low bid received from Horizon Construction Group, Inc. in the amount of \$807,314.00 for the rehabilitation of the Kintersburg Covered Bridge. It is noted that two other bids were received in the amount of \$823,119 and \$1,310,000. Funding for this project is provided by PennDOT through their Transportation Alternatives Set-Aside Program.

BOARD APPOINTMENT...INDIANA COUNTY PARKS & TRAILS

A motion was made by Commissioner Dunlap, seconded by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to approve the reappointments of Laurie Lafontaine and Timothy J. Kronenwetter to the Indiana County Parks & Trails; terms will August, 2031.

RESOLUTIONS – 2025 CDBG COOPERATION AGREEMENTS / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion as made by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to approve the resolutions to enter into cooperation agreements with both of the County's designated Community Development Block Grant (CDBG) Entitlement communities. The entitlement communities are Indiana Borough and Center Township. The resolutions approve the Cooperation Agreements between the County and the municipalities to submit 2025 CDBG Entitlement Community Development Block Grant applications on their behalf and to administer the programs in accordance with all federal, state and local regulations. The 2025 CDBG application submissions are due to the Pennsylvania Department of Community and Economic Development by October 31, 2025.

CONTRACT MODIFICATION – 2023 INDIANA COUNTY “OBO” CENTER TOWNSHIP / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of Center Township, a motion as was made by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to approve a contract modification for the 2023 CDBG contract on behalf of Center Township. The requested contract modification will delete the Coy Storm Sewer and Road Reconstruction project originally funded for \$82,000.00 and reallocate these funds to the Luciusboro Storm Sewer and Road Reconstruction Project. The Coy Storm Sewer and Road

Reconstruction Project was completed under budget prompting the need for the modification. The Center Township Supervisors have allocated their 2024 CDBG funds and are proposing to allocate the 2025 funds for the Luciusboro project. The citizen participation requirements have been completed for the requested modification. Approval also includes approval for Commissioner Keith to sign all required documents to complete the contract modification process as required by PA DCED.

2024 ESG PROGRAM – REQUEST FOR ADDITIONAL FUNDS / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of the Indiana County Community Action Program, Inc., a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the submission for additional funding from the Commonwealth's 2024 Emergency Solutions Grant Program (ESG). Indiana County was invited to apply for the funds because of the good track record established over the years with the ESG Program administration. We are requesting that the Commissioners approve submission of a funding request to provide the rapid re-housing, HMIS and administration component activities. This will assist households with stable housing opportunities. Upon approval of the request the required project description and budget will be submitted to the PA Department of Community and Economic Development for consideration.

CHANGE ORDER #1 – THE WELCOME CENTER AT THE BANK LOW VOLTAGE SYSTEMS PROJECT / PLANNING

At the request of Dave Morrow, The Office of Planning & Development and on behalf of Thomas R. Harley Architects, LLC, a motion was made by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to approve Change Order #1 in the amount of \$18,824.00 with BR Electric & Audio Visual for the Welcome Center at the Bank Low Voltage Systems Project. Change Order #1 is to accept Alternate Bid #1 that was solicited at the time of the bid opening on July 16, 2025. Alternate Bid #1 in the amount of \$14,000.00 is to install a Fire Detection and Alarm System throughout the building. The remaining balance of \$4,824.00 is for additional audio and visual equipment. The revised contract with BR Electric & Audio Visual with approval of Change Order #1 will be \$104,324.00. The additional project costs will be covered with Keystone Communities Initiatives Program grant funds.

CONTRACT AWARD – INDIANA COUNTY FOOD BANK RENOVATION FINAL PHASE / PLANNING

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Indiana County Community Action Program (ICCAP) and Stiffler-McGraw Architects, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to enter into a contract agreement with LMJ Contractors, Inc. from Bedford, PA for the Indiana County Food Bank Renovation Final Phase project located at 2131 Shelly Drive in White Township. The contract award request in the amount of \$738,000.00 is for the replacement of the existing metal roof, exterior metal siding, site improvements and some interior modifications. Two bids were received ranging from the low bid as noted from LMJ Contractors of \$738,000.00 and a high bid of \$910,000.00. This project is being funded with Community Development Block Grant (CDBG) funds.

CHANGE ORDER #1 – INDIANA COUNTY FOOD BANK RENOVATION FINAL PHASE / PLANNING

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Indiana County Community Action Program (ICCAP) and Stiffler-McGraw Architects, a motion was made by Commissioner Dunlap, seconded by Commissioner Keith and unanimously carried to approve Change Order #1 which is deduction to the Contract in the amount of \$243,000.00 with LMJ Contractors, Inc. Change Order #1 is to accept Deduct Alternate Bids #1 through #5 that were solicited at the time of the bid opening on July 14, 2025 and to also delete some interior alterations. The revised contract with LMJ Contractors, Inc. with approval of Change Order #1 will be \$495,000.00. This project is being funded with 2021, 2022 and 2023 Community Development Block Grant (CDBG) funds.

CONTRACT AGREEMENT – 2025-2027 UNIFIED PLANNING WORK PROGRAM / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Keith and carried unanimously to enter into a funding contract agreement with the Southwestern Pennsylvania Corporation, a Pennsylvania non-profit corporation, that administers and carries out contracts and grants for the Southwestern Pennsylvania Commission (SPC).

Indiana County is a member of the Southwestern Pennsylvania Commission that serves as the regional Metropolitan Planning Organization (MPO) representing the 10-County region and the City of Pittsburgh and also the region's Local Development District organization. SPC supports and encourages coordinated transportation planning processes within the region by providing planning funds to SPC member planning departments to facilitate their participation in regional forums and various Unified Planning Work Program (UPWP) tasks, including the development of the Transportation Improvement Plan (TIP).

The grant amount of the contract agreement is \$14,425.00 per fiscal year, which is to be used for administration and support of transportation planning within Indiana County. The UPWP agreement requires an in-kind match of \$3,606.00 or 25% per fiscal year of equivalent staff time be provided as match during the contract period. The contract period is for two fiscal years from July 1, 2025 and runs through June 30, 2026 and from July 1, 2026 through June 30, 2027. The total amount of grant funds is \$28,850.00 and the total of in-kind match is \$7,212 over the next two years.

ADDENDUM TO AGREEMENT...G&E FAMILY LIMITED PARTNERSHIP / EMA

At the request of Robin Maryai, Chief Clerk, and on behalf of Emergency Management Agency, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve an Addendum to Agreement for extending the current lease agreement which was originally entered into on August 25, 2005 between G&E Family Limited Partnership and Indiana County. The current agreement ends on September 30, 2025 and this addendum will extend the agreement through September 30, 2035

The original agreement grants the county and the Commonwealth of Pennsylvania use of the G&E Family Limited Partnership property located on Kinter Hill in Grant Township. The land

lease is with the county; the tower site and compound were constructed by the Commonwealth. The county gets free access to placement of equipment on the tower for providing the property lease. The county will pay \$864.00 per month for years 21 through 25 of the lease then \$1,036.80 per month for years 26 through 30. The funds for payment of this agreement are 100% reimbursed from 9-1-1 funding.

GRANT APPLICATION...ELECTION INTEGRITY GRANT PROGRAM FY 25-26

At the request of Robin Maryai, Chief Clerk, a motion as made by Commissioner Dunlap, seconded by Commissioner Keitha and carried unanimously to approve the application for the Election Integrity Grant Program FY 25-26 in the amount of \$254,807.06 through the Department of Community and Economic Development. These funds will be used to offset the election related costs of staff at the polling places on election day, training, maintenance on our equipment, security, pre-canvass, and ballot printing. The amount we are receiving in an increase of \$19,732.64 over last year's allocation.

NOTICE OF INTENT...PROVISIONAL BALLOT AFFIDAVIT REDESIGN ENVELOPE GRANT

At the request of Robin Maryai, Chief Clerk, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to accept the Financial Assistance that has been authorized under the provisions of Title I, Section 101, of the Help America Vote Act of 2002 in the amount of \$500.00 to be used for reimbursement of expenses incurred by the County for the purchase of a new version of provisional ballot envelopes for the upcoming Municipal Election and future elections thereafter. The Attestation of Destruction/Disposal of Old Provisional Ballots Envelopes is also required to receive payment.

OTHER BUSINESS

Commissioner Dunlap recognized the Indiana 14U softball team that placed third at a tournament in Kirkland Washington and the West Suburban Team for winning the Little League World Series in Greenville, NC. She also recognized that members of Team 900 from Indiana County helped at the explosion at the U.S. Steel Clairton Coke Works Plant.

NEXT REGULAR MEETING...AUGUST 27, 2025 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, August 27, 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 10:56 a.m.

Bonni S. Dunlap, Vice-Chairman

Michael Keith, Chairman