

## **COMMISSIONERS' MEETING MINUTES**

### **DECEMBER 11, 2024**

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:31 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 Hess, seconded by Commissioner Dunlap, and carried unanimously to approve the minutes of November 20, 2024.

#### **PUBLIC COMMENT**

Public comment was made by Randall Gressley, Buzz Amadei and Michael Balko regarding the proposed 2025 tax increase.

#### **EXECUTIVE SESSIONS**

There were no Executive Sessions.

#### **PRIVATE PROVIDER AGREEMENTS FY 24-25 / CYS**

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with Community Specialist Corporation, d/b/a/ The Academy, Pittsburgh, PA for FY 24-25 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Commissioner Hess seconded by Commissioner Dunlap and carried unanimously to approve an agreement with Summit Schools, Pittsburgh, PA for FY 24-25 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with New Life Adolescents, Hillsdale, PA for FY 24-25 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

#### **AGREEMENT...AXON ENTERPRISE, INC. / DISTRICT ATTORNEY**

At the request of Meghan Foulk, District Attorney's Office, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a

5- year agreement with Axon Enterprise, Inc. to provide Digital Evidence Management Software in the amount of \$77,212.80. This agreement is funded by a PCCD grant.

#### **AUTHORIZATION OF SALE OF REAL ESTATE / DISTRICT ATTORNEY**

At the request of Robin Maryai, Chief Clerk, on behalf of the District Attorney's Office, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to authorize the sale of real estate located in Cherryhill Township, parcel number 13-007-105.1A. Sealed bids will be accepted until 10:30 a.m. on January 3, 2025.

#### **AMENDMENT OF THE 2023 9-1-1 STATEWIDE INTERCONNECTIVITY FUNDING GRANT / EMA**

At the request Jolene Burkhardt, 9-1-1 Coordinator, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve an amendment to the 2023 9-1-1 Statewide Interconnectivity Funding Grant award for the Indiana ILEC Post Migration Legacy project between Pennsylvania Emergency Management Agency (PEMA) and Indiana County increasing the grant in the amount of \$16,103.27.

#### **AMENDMENT OF THE 2023 9-1-1 STATEWIDE INTERCONNECTIVITY FUNDING GRANT / EMA**

At the request of Jolene Burkhardt, 9-1-1 Coordinator, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve an agreement with PEMA for the 9-1-1 Statewide Interconnectivity funding to be applied to five projects totaling \$158,399.83 for FY 2025.

#### **EQUIPMENT PURCHASES / EMA**

Jolene, Burkhardt, 9-1-1 Coordinator, explained that the UHF Alpha/Numeric Paging System is approaching End-of-Life. The end user equipment consists of approximately 900 pagers that are deployed to individual responders and within each fire station, for siren activation. Indiana Fire Association will be the applicant for all 24-Fire Companies and 2 EMS providers, which are directly dispatched by our County 9-1-1 Center. For several of these agencies that are dispatched by adjoining county dispatch centers, they will be able to reduce their equipment to one unit per firefighter, as most of our adjoining counties have different paging platforms currently. This 800 MHz paging platform is currently in use in Cambria County, and is planned for implementation in Westmoreland and Armstrong Counties within the next couple of years. It is also important to note, that EMA Team 900 members and potentially the Coroner's office personnel can benefit from this paging upgrade.

The Dispatch Center portion of this upgrade will require the county to procure two (2) rack mounted dispatch consoles, which are exclusively used for paging interface. Also, the purchase of software for Computer Aided Dispatching (CAD) upgrades, to permit interface between the Radio Consoles and the CAD servers, for proper selection of discipline (Fire or EMS) and Talk-Groups (channels). The total cost for these upgrades is \$103,764.00. General Funds were previously earmarked for this equipment procurement. Both are funded as part of our 9-1-1 funding allocation.

Once the new paging system is fully brought on line, the current equipment for the alpha/numeric paging (old system) will be decommissioned. The old system operates on a separate UHF platform, with 14 base stations and encoders, operating at each tower site and two interface encoders in the equipment room at the 9-1-1 Center. As this equipment is

decommissioned, it will be removed from our Motorola Maintenance agreement, thereby offsetting the new costs for maintenance on the two consoles. Also, rental costs paid at our leased tower sites (three total) will be reduced by the removal of the UHF antenna's from the leased space, providing some additional savings.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the purchase of two consoles and licenses from Motorola in the amount of \$93,644.00

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the software and installation from Tyler Technologies in the amount of \$10,120.00.

#### **AGREEMENT...FEDERAL ENGINEERING / EMA**

At the request of Jolene Burkhardt, 9-1-1 Coordinator, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve amendment #10 to the agreement with Federal Engineering to assist with tower lease agreements and engineering for non-public safety use of county facilities. The Agreement is not to exceed \$20,000.00. This extension ends on December 31, 2025.

#### **CHANGE ORDER #1 – DIXONVILLE COMMONS BUILDING – SHIPPING WALL RECONSTRUCTION PROJECT**

At the request of David Morrow, Office of Planning & Development and on behalf of Platinum Visual Solutions, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve Change Order #1 in the amount of \$1,650.00 with Crane Masonry on the Dixonville Commons Building Shipping Wall Reconstruction Project. Change Order #1 is to replace the existing parapet capping with new custom fabricated capping. The revised contract with Crane Masonry with approval of Change Order #1 will be \$74,900.00 and the additional cost will be covered by Redevelopment Assistance Capital Program funds and Platinum Visual Solutions.

#### **AMENDMENT TO AGREEMENT FOR DONATION OF REAL PROPERTY | COVENANT AND EASEMENT AGREEMENT – FIRST COMMONWEALTH BANK TO COUNTY OF INDIANA – DOWNTOWN INDIANA OFFICE BUILDING**

Byron Stauffer, Office of Planning & Development, explained that on February 28, 2024, the County of Indiana acting through the Indiana County Commissioners entered into an Agreement for the Donation of Real Property with First Commonwealth Bank for its building known as the Downtown Indiana Office (DIO) located at 600 Philadelphia Street, Indiana Borough.

During the course of due diligence and subsequent negotiations with the Bank, the Office of Planning & Development is recommending amendments to the Donation of Real Property Agreement for approval by the Board of Commissioners, as follows:

1. Pursuant to the terms of the Agreement, the Closing Date must occur within 270 days of the effective date or November 24, 2024, however, both the County and Bank desire to amend the Agreement to extend the Outside Closing Date to December 31, 2024.
2. A Covenant and Easement Agreement will be included in the closing documents to include reciprocal easements, as follows:

- a. Telecommunication System;
- b. Emergency Egress;
- c. Temporary Construction Project; and
- d. HVAC Facilities.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the amendments and to allow all three County Commissioners to execute all documents on behalf of the County of Indiana.

It is important to highlight that there are many benefits of the collaboration and synergy the shared space will create between the three non-profit organizations, as well as the community engagement opportunities for enhanced business services and tourism and promotion of the County. Additionally, it is intended that a Payment In Lieu of Taxes (PILOT) agreement will be part of the transition of the facility to ensure that local taxpayers are not negatively impacted by the project.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE PROBATION DEPARTMENT AND ALICE PAUL HOUSE / PROBATION**

At request of James Decker, Probation Office, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a memorandum of understanding between the Probation Office and the Alice Paul House for the distribution of Grant Funds for Services provided by the Alice Paul House to the Indiana County Veterans Treatment Program.

**GRANT ACCEPTANCE...ARPA CAPITAL PROJECTS FUND DIGITAL CONNECTIVITY TECHNOLOGY PROGRAM / PROBATION**

At the request of James Decker, Probation Office, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to accept a grant award from the Department of Economic Development to purchase 20 laptops to be used by justice involved individuals, victims of crime, inmates to receive on-line treatment and remote observance of courtroom proceedings when needed.

**BOARD APPOINTMENT...TRI-COUNTY WORKFORCE DEVELOPMENT BOARD**

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the board appointment of Kerrie DeChurch to the Tri-County Workforce Development Board; term expires September 30, 2027.

**2025 GENERAL FUND BUDGET**

A motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve the following General Fund Budget:

Opening Balance.....	\$96,195
Total Revenues.....	\$56,753,667
Total Expenditures.....	\$56,849,862

The real estate tax would increase by .4 mills. This will allow a real-estate tax rate of 6.105 mills. .91 mill of 6.105 are applied to debt service with the remaining millage of 5.195 to general operating fund. The increase will be approximately \$42.00 per parcel.

The per-capita tax was eliminated in 2022 and will not be collected in 2025.

**2025 CAPITAL FUND BUDGET**

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the Capital Fund Budget as follows:

Opening Balance.....	\$78,220
Total Revenue.....	\$21,780
Total Expenditures.....	\$100,000

**2025 LIQUID FUELS BUDGET**

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the Liquid Fuels Fund Budget as follows:

Opening Balance.....	\$0
Total Revenues.....	\$840,272
Total Expenditures.....	\$840,272

**COURTHOUSE CLOSED...DECEMBER 25, 2024 AND JANUARY 1, 2025**

Commissioner Keith announced the courthouse will be closed on December 25, 2024 and January 1, 2025 in observance of the Christmas Day and New Years Day Holiday's.

**OTHER BUSINESS**

There was no other business.

**NEXT REGULAR MEETING...JANUARY 8, 2025 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, January 8, 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 Ms. Hess, seconded by Ms. Dunlap to adjourn the meeting at 11:20 a.m.

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Sherene Hess, Commissioner

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R. Michael Keith, Chairman