

COMMISSIONERS' MEETING MINUTES
DECEMBER 17, 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 November 19, 2025.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PROCLAMATION...ELDER ABUSE AWARENESS MONTH

After a proclamation was read, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to proclaim December as Elder Abuse Awareness Month in Indiana County.

TENTATIVE AGREEMENT...AFSCME LOCAL 2655 (INDIAN HAVEN)

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to table action on the tentative agreement with AFSCME Local 2655.

EQUIPMENT PURCHASE...WALKER & WALKER EQUIPMENT, INC. / PARKS

At the request of Ed Patterson, Parks & Trails, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve the purchase of a Kubota tractor with loader from Walker & Walker Equipment, Inc., Shelocta, PA in the amount of \$46,944.532. It is noted that this purchase is under Pennsylvania COSTARS Purchasing Program.

PRIVATE PROVIDER AGREEMENTS FY 25-26 / 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 Dr. Eric Bernstein, Pittsburgh, PA for FY 25-26 to provide services to Children

& Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

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 Strength and Light Counseling Services, Indiana, PA for FY 25-26 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

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 Computer Aid, Allentown, PA for FY 25-26 to provide services to Children & Youth Services on an as needed basis. They provide non-placement services.

INTERGOVERNMENTAL AGREEMENT FOR THE TRANSFER OF FUNDS / COMMUNITIES AT INDIAN HAVEN

At the request of Garet Weston, Communities at Indian Haven, a motion was made by Commissioners Hess, seconded by Commissioner Dunlap and carried unanimously to approve the 2026 Intergovernmental Transfer Agreement between the County of Indiana and the Commonwealth of Pennsylvania, Department of Human Services for the period of January 1, 2026 through December 31, 2026 for the purpose of obtaining enhanced Medical Assistance payments to the county nursing facility.

OPIOID SETTLEMENT PLAN PROJECT FUND EXPENSE

At the request of Kami Anderson, Drug & Alcohol Commission, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve Armstrong, Indiana and Clarion Drug & Alcohol Commission to approve payment to the United Way for the annual licensing fee for the Handle with Care for Indiana County Schools program in the amount of \$1,623.00.

GRANT APPLICATION...MEDICATION-ASSISTED SUBSTANCE USE TREATMENT GRANT PROGRAM / DRUG & ALCOHOL

At the request of Kami Anderson, Drug & Alcohol Commission, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a grant application to the Pennsylvania Commission on Crim and Delinquency for funding to support the Medication assisted Treatment program and Cognitive Behavioral Therapy at the Indiana County jail in the amount of \$106,619.00. The project period is April 1, 2026 to March 31, 2028.

AGREEMENT ADDENDUM...VISION GOVERNMENT SOLUTIONS / TAX ASSESSMENT

At the request of Frank Sisko, Chief Assessor, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an addendum to the Vision Government Solutions agreement in the amount of \$11,450 for annual web hosting services. The revenue generated from the online portal will offset the costs for future years up to the \$11,450.00.

BOARD APPOINTMENTS...ARMSTRONG-INDIANA BEHAVIORAL AND DEVELOPMENTAL HEALTH PROGRAM

At the request of Tammy Calderone, BDHP, a motion was made by Commissioner Dunlap, seconded by Commissioners Hess and carried unanimously to approve the following new appointments to the Armstrong-Indiana Behavioral and Development Health Program Board:

Amy Filipovich; term expires December 31, 2027
Jennifer Van Wieren; term expires December 31, 2028
Mila Simpson; term expires December 31, 2028

AGREEMENT...SOUTHWEST BEHAVIORAL HEALTH MANAGEMENT, INC. / BDHP

At the request of Tammy Calderone, BDHP, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement Southwest Behavioral Health Management to provide oversight and monitoring for the HealthChoices managed care contracts for FY 26-27 in the amount not to exceed \$1,110,928.00 for 2026 and \$1,139,812.00 for 2027. Additional language was added to the agreement allowing payment be made to BDHP should there be a government shutdown.

AGREEMENT...LAUGHTER AND LANGUAGE / BDHP

At the request of Tammy Calderone, BDHP, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a contract with Laughter and Language, Irwin, PA as a service provider for BDHP.

AGREEMENT...MOVING MOMENTS PHYSICAL THERAPY, LLC / BDHP

At the request of Tammy Calderone, BDHP, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a contract with Moving Moments Physical Therapy, LLC, Clymer, PA as a service provider for BDHP.

GRANT APPLICATION...INTERMEDIATE PUNISHMENT TREATMENT PROGRAM INITIATIVE / PROBATION

At the request of Amanda Leonard, Probation, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a grant application be submitted for the Intermediate Punishment Treatment Program for FY 25-26 in the amount of \$135,000.00. This grant is in collaboration with the Armstrong-Indiana-Clarion Drug and Alcohol Commission. The Probation Department is requesting \$63,225 to offset salaries for three officers, electronic monitoring and continuous alcohol monitoring. AICDAC is requesting \$71,775 to help with personnel costs, mileage and treatment expenses.

GRANT APPLICATION...CONTINUING COUNTY ADULT PROBATION AND PAROLE GRANT / PROBATION

At the request of Amanda Leonard, Probation, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a grant application for the Continuing County Adult Probation and Parole Grant for FY 25-26 in the amount of \$109,882.00 and will be used to offset officer salaries.

SERVICE AGREEMENTS / DOMESTIC RELATIONS SECTION

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with AnnaMarie E. Everett, Esq. as a Permanent Hearing Officer at the rate of \$125.00 per hour.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with Erika D. Dussault, Esq. as a Permanent Hearing Officer at the rate of \$125.00 per hour.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with Marshall D. Chriswell, Esq. as a Permanent Hearing Officer at the rate of \$125.00 per hour.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with Matthew T. Budash, Esq. as a Permanent Hearing Officer at the rate of \$125.00 per hour.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with Zubin Billimoria, Esq. as a Permanent Hearing Officer at the rate of \$125.00 per hour.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with Kate & Friends Co. to provide cleaning services at the rate of \$426.22 per month at the Domestic Relations Office.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with Principle Court Reporting to provide stenographer services at the Domestic Relations Office at the rate of \$130.00 for a half day, \$260.00 for a full day. Also \$1.60 per page for those requesting transcripts on Exceptions and these are billed directly to the requestor.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with the Indiana County Sheriff's Department to provide security for the DRS Office and DRS shall pay hourly rate for 1.5 of the 2 lowest paid deputies on the Sheriff's staff when budgets are prepared in November. The DRS will share the deputy's coverage of 3 deputies with Indiana County Children & Youth Services.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an

agreement with the Indiana County Sheriff's Department to serve warrants at a flat rate of \$100.00 per warrant served.

RESOLUTION – RE-CERTIFYING THE REVOLVING LOAN FUNDS / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a resolution re-certifying that the Indiana County Revolving Loan Funds, including the CARES Act Revolving Loan Fund are being operated consistent with the existing Economic Development Strategy and are being operated in accordance with the policies and procedures contained in the administrative plan.

This is a housekeeping item required semi-annually by the Economic Development Administration. Our Economic Development Strategy is embodied within the document, *SmartMoves for a Changing Region* which is developed by the Southwestern Pennsylvania Commission and endorsed by EDA.

CONTRACT AGREEMENT – 2025 CDBG INDIANA COUNTY AND INDIANA COUNTY “OBO” INDIANA BOROUGH AND CENTER TOWNSHIP / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to enter into an agreement with the Commonwealth of Pennsylvania for the 2025 Community Development Block Grant Entitlement contract for Indiana County and Indiana County “on behalf of” Indiana Borough and Center Township. The total contract amount is \$580,961.00. The funding allocation for each entitlement entity is as follows:

- Indiana County: \$283,348.00
- Indiana Borough: \$200,544.00
- Center Township: \$ 97,069.00

Approval also allows for Commissioners Keith and Dunlap to complete the on-line e-contracting procedures for contract execution and to sign all required paperwork.

RESOLUTION AUTHORIZING DELEGATION OF SIGNING AUTHORITY FOR THE 2025 CDBG ENTITLEMENT INDIANA COUNTY AND INDIANA COUNTY “OBO” INDIANA BOROUGH AND CENTER TOWNSHIP CONTRACT / PLANNING

At 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 resolution authorizing the delegation of the signing authority for the invoicing of the 2025 CDBG Entitlement Programs for Indiana County and Indiana County “on behalf of” Indiana Borough and Center Township. The delegation of the signing authority is for Teresa Bachy the Deputy Director of Fiscal & Administration to review and sign all invoices for the 2025 CDBG contract prior to submission to the Pennsylvania Department of Community and Economic Development (DCED) for approval. The signing authority request is to comply with the Commonwealth's paperless invoicing process. The resolution includes a commitment from the Board of Commissioners to notify DCED of any changes in personnel and an acknowledgement that the ultimate responsibility of the overall management of the grants remains with the County.

CONTRACT MODIFICATION – 2023 INDIANA COUNTY “OBO” INDIANA BOROUGH / 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 contract modification for the 2023 CDBG contract on behalf of Indiana Borough. The contract modification will add the Fisher Avenue Storm Sewer and Road Reconstruction Project activity to the 2023 contract. The original contract funded the S. 15th Street Storm Sewer Improvements Project for \$170,000.00. The S. 15th Street project was completed in 2025 as proposed and expended \$147,424.23 of the 2023 allocation leaving a balance of \$22,575.57. The balance of funds will be re-allocated to the Fisher Avenue Project. The Fisher Avenue Project has funds allocated from the 2024 and 2025 CDBG contracts. The three (3) CDBG fiscal year contracts will have a total allocation of \$353,575.00 for the first phase of the Fisher Avenue Project. The citizen participation requirements have been completed for the requested modification and no comments were received. The request allows for Commissioner Keith to sign all required documents to complete the contract modification process as required by PA DCED.

CHANGE ORDER #1 – PLATINUM VISUAL SOLUTIONS 48” STORM SEWER REPLACEMENT PROJECT / PLANNING

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 \$73,300.00 with Ray I. Winters & Sons, Inc. on the Platinum Visual Solutions 48” Storm Sewer Replacement Project.

Change Order #1 is to excavate and install approximately 100’ of 48” N-12 storm sewer piping in the east production building from the first 100’ stopping point to outside the building. Pipe to be installed at a 10-13’ depth in a 9’ wide trench. Prior to installation of the new pipe contractor will remove all the existing railroad tie storm sewer infrastructure. New pipe shall be embedded in stone and covered with a minimum of 12” of stone. Remaining backfill shall be suitable fill with the final 12” being compacted 2A Stone. No paving or concrete is included in pricing. Additional lineal foot cost of \$833 was provided in contractors original bid on August 14, 2025 and the Contractor has agreed to a reduced lineal foot cost of \$733.

The revised contract with Ray I. Winters & Sons, Inc. with approval of Change Order #1 will be \$193,550.00 and the additional cost will be covered by Redevelopment Assistance Capital Program funds and Platinum Visual Solutions.

CHANGE ORDER #2 – OLD COURTHOUSE ROOF REPLACEMENT PROJECT / PLANNING

AT the request of David Morrow, Office of Planning & Development and on behalf of Thomas R. Harley Architects, LLC, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve Change Order #2 in the amount of \$183,000.00 with GW Roofing and Construction, Inc. for the Old Courthouse Roof Replacement Project. This increase is part of Change Order #2, which formally accepts an alternate bid

proposed by GW Roofing and Construction, Inc. during the September 9, 2025, bid opening. The extra work involves comprehensive exterior painting, specifically:

- Painting all existing cornice work: **\$59,000.00**
- Painting the bell tower, all windows, and doors: **\$124,000.00**

The total contract with GW Roofing and Construction, Inc. will be **\$945,000.00**, with the additional project costs covered by a Redevelopment Assistance Capital Program grant.

GRANT EXTENSION – DCNR – HOODLEBUG TRAIL- ROUTE 22 PEDESTRIAN AND BICYCLE BRIDGE PROJECT / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, in collaboration with Indiana County Parks & Trails, a motion as made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a time extension to the Grant Agreement Period authorizing an amendment of the grant agreement with the Pennsylvania Department of Conservation and Natural Resources (PA DCNR) for the Hoodlebug Trail- Route 22 Pedestrian and Bicycle Bridge Project located in Burrell Township. This amendment will change the ending date to December 31, 2026. All other terms and conditions remain the same. Authorization also allows for Joshua Krug, Deputy Director, Planning Section to submit and sign the PA DCNR amendment is requested on behalf of the County of Indiana related to this project.

GRANT EXTENSION – PENNDOT MTF – ROUTE 22 GRADED PEDESTRIAN AND BICYCLIST BRIDGE PROJECT / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, in collaboration with Indiana County Parks & Trails, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a time extension to the Grant Agreement Period authorizing an amendment of the grant agreement with the Pennsylvania Department of Transportation for the Multimodal Transportation Fund (PennDOT MTF) grant for the Route 22 Graded Pedestrian and Bicyclist Bridge Project located in Burrell Township. This amendment will change the ending date to December 31, 2026. All other terms and conditions remain the same. Authorization also allows for Commissioner Keith, Chairman be authorized to submit and sign the PennDOT MTF amendment is requested on behalf of the County of Indiana related to this project.

ENGINEERING PROPOSAL – HOODLEBUG TRAIL – CORNELL ROAD CONNECTOR IMPROVEMENTS / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, in collaboration with the Indiana County Parks & Trails, a motion as made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an Engineering Proposal from Gibson-Thomas Engineering Co., Inc. for the Cornell Road Connector Improvements located in Burrell Township. The scope of the project will be to design pedestrian and bicyclist upgrades along Cornell Road from US 119 to Innovation Drive within the Corporate Campus Business Park. In the immediate area is the River Valley School District – High School, Middle School, Elementary School, and Athletic Complex – and a mix of residential and commercial businesses. A key scope will be the addition for a rectangular rapid flashing beacon installation for crossing Cornell Road with the scope to include design and permitting to PennDOT standards. The

project scope will continue along Cornell Road to Campbells Mill Road intersection, along Innovation Drive, and Corporate Campus Drive to US Route 22, to include pavement markings, assessing any corridor upgrades with a focus on safety.

The proposed scope of work includes attending meetings, developing design for signing and pavement markings, permitting, developing plan sheets, assisting with bidding and construction administration and inspections for an estimated maximum cost of \$16,200.00, which shall be paid with County Planning funds available to support transportation projects. The project will be coordinated with the Burrell Township Supervisors.

ENGINEERING PROPOSAL – HOODLEBUG TRAIL – BLAIRE ROAD CONNECTIVITY ANALYSIS / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, in collaboration with the Indiana County Parks & Trails, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an Engineering Proposal from Gibson-Thomas Engineering Co., Inc. for the Blaire Road Connectivity Analysis located in Burrell Township. The scope of the project will be to evaluate conditions along Blaire Road relative to multimodal accessibility and signage needs, focusing on pavement widths, potential signage locations, sight distances at critical intersections, and identifying impediments to safe transit of pedestrians and bicyclists along the identified roadway corridors.

The proposed scope of work includes field investigations of Blaire Road from Clare Street to Main Street, attending meetings, developing design for signing and pavement markings, permitting, developing plan sheets, assisting with bidding and construction administration and inspections for an estimated maximum cost of \$3,100.00, which shall be paid with County Planning funds available to support transportation projects. The project will be coordinated with the Burrell Township Supervisors.

ENGINEERING PROPOSAL – HOODLEBUG TRAIL – PINE RIDGE CONNECTOR CONCEPTUAL DESIGNS / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, in collaboration with the Indiana County Parks & Trails, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an Engineering Proposal from Gibson-Thomas Engineering Co., Inc. for the Pine Ridge Connector Conceptual Designs located in Burrell Township. The scope of the project will be to perform a field investigation of the roadways, intersections, and park & ride facilities between the new Route 22 Pedestrian and Bicyclist Bridge and Pine Ridge Park, relative to multimodal accessibility and signage needs, focusing on pavement widths, potential signage locations, sight distances at critical intersections, and identifying impediments to safe transit of pedestrians and bicyclists along the identified roadway corridors. Additional attention will be given to the crossing of Old William Penn Highway.

The proposed scope of work includes field investigations, attending meetings, creating a map and engineering details, aerial imagery combined with color-coded labeling, which can be used as a basis for discussions with Burrell Township and PennDOT, which shall be paid with County

Planning funds available to support transportation projects. The project will be coordinated with the Burrell Township Supervisors.

INTERNET SERVICES CONTRACT – DQE COMMUNICATIONS, LLC – 600 PHILADELPHIA STREET – WELCOME CENTER / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a Service Order Agreement with DQE Communications, LLC to provide Internet Services to 600 Philadelphia Street, Indiana for The Welcome Center, currently under construction. In December 2024, First Commonwealth Bank donated the building to the County to establish the Welcome Center in collaboration with the Indiana County Tourist Bureau, the Indiana County Chamber of Commerce, and Downtown Indiana, a Non-Profit Organization.

The Service Order Agreement includes all installation and fees for Dedicated Internet Services \ for 1 Gbps (Gigabits per second) with a term of 60-months for \$549.00 per month, with the first month free service. The cost of service will be recovered under the long-term Lease.

Authorization allows for Byron G. Stauffer, Jr., Executive Director, to sign the Service Order Agreement is requested on behalf of the County of Indiana related to this project.

LEASE(S) – 600 PHILADELPHIA STREET, INDIANA – WELCOME CENTER / PLANNING

At the request of Byron Stauffer, Office of Planning and Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve entering into a Lease Agreement with the Indiana County Tourist Bureau, the Indiana County Chamber of Commerce, and Downtown Indiana, a Non-Profit Organization, all Pennsylvania non-profit organizations related to the operation of The Welcome Center located at 600 Philadelphia Street, Indiana.

The proposed Lease Agreement includes approximately 7,800 gross square feet consisting of the First Floor and two Balcony / Mezzanine areas, plus access to Common Areas and identified Storage locations within the Basement level located at 600 Philadelphia Street, Indiana, PA in the Borough of Indiana. The proposed Lease Agreement includes an initial lease term of ten (10) years with a projected Occupancy in mid-January 2026, that would include two or more lease term extensions, as further negotiated. Following the completion of extensive building capital renovations and tenant improvements at the facility, such as a new roof, two new first floor HVAC units, new exterior front doors and exterior basement door, two first floor restrooms, including ADA, a new Conference Room, and technology upgrades, including all related General Construction, Electrical, Plumbing, Mechanical and Low-Voltage equipment installation, all funded in part with a \$500,000 Redevelopment Assistance Capital Program (RACP) grant and a \$525,000 Keystone Communities Improvement Program (KCIP) grant, the proposed Lease Agreement provides for an annual budget-based approach including monthly Base Rent, in addition to proportionate share of utilities, operational costs, such as insurance, parking and Internet fees, including preventive maintenance and capital repairs, as well as Payment in Lieu of Taxes (PILOT) to each of the local taxing bodies. The costs of operating the

facility will be reconciled on a regular routine basis, at a minimum on a quarterly or bi-monthly basis, as needed, in order to insure the effect of a Triple Net Lease to the County.

MEMORANDUM OF UNDERSTANDING (MOU) – INDIANA COUNTY CENTER FOR ECONOMIC OPERATIONS (CEO) / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve entering into a Memorandum of Understanding (MOU) between the County acting through the Board of Commissioners, the Indiana County Chamber of Commerce, the Indiana County Development Corporation, the Indiana County Tourist Bureau, and Indiana University of Pennsylvania, collectively referred to as the CEO Affiliates. In 1994, the Indiana County Center for Economic Operations, commonly referred to as the CEO, was established to serve as an integrated service delivery system spearheading economic development efforts in Indiana County by facilitating access to resources and information and assisting businesses in their efforts to grow and expand. One of the ways the CEO Affiliates plan to work together is to jointly assist the funding of coordinated economic development marketing efforts to foster increased business growth throughout Indiana County. In support of this collective effort, the County Commissioners' contribution shall include providing equal to one-half (1/2) of a full-time equivalent (FTE) staff person within the Office of Planning & Development in order to support marketing and related activities pursuant to the MOU. The three-year MOU term shall run from January 1, 2026 through December 31, 2028. This request also includes authorizing Commissioner Keith to execute the MOU on behalf of the Board of Commissioners.

ARCHITECTURAL SERVICES – UPSTREET ARCHITECTS – 437 HAMILL ROAD, INDIANA – CENTRAL ALLEGHENY CHALLENGER LEARNING CENTER / PLANNING

At the request of Byron Stauffer, Office of Planning and Development and on behalf of the Central Allegheny Challenger Learning Center (CACLC), a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a 501(c)(3) non-profit public charity related to the operation of the Challenger Learning Center at Indiana County, Pennsylvania, is requesting the Board of Commissioners approve entering into a Professional Services Agreement with Upstreet Architects, Indiana, PA.

Upstreet Architects shall provide Architectural Drawing, Specifications and Construction Administration services for the Challenger Learning Center: Phase 2A project located at 437 Hamill Road, Indiana. Phase 2A will consist of the interior wall framing, acoustical batts and drywall on one-side of specific walls, services related to purchase and installation of steel man-doors and frames, two garage doors and a folding wall with the required red-steel structural elements. The professional fees shall not exceed \$45,000.00, for Design, Bidding, and Construction Administration. Funding has been provided by the Central Allegheny Challenger Learning Center, which has been received and deposited in a County-controlled bank account. Request authorization for any two County Commissioner signatures.

THIRD EXTENSION OF ADMINISTRATIVE SERVICES REIMBURSEMENT AGREEMENT

At the request of Matthew T. Budash, Solicitor, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the Third Extension of Administrative Services Reimbursement Agreement dated March 27, 2019 and effective January 1, 2019. Under this extended agreement the Indiana County Development Corporation agrees to reimburse the County the sum of \$51,500.00 annually for significant and substantial administrative support provided by the County to ICDC through the Indiana County Office of Planning & Development. This agreement is extended for one (1) year commencing on January 1, 2026 and ending on December 31, 2026.

PERPETUAL UTILITY EASEMENT AGREEMENT BETWEEN THE COUNTY OF INDIANA, INDIANA POST 1989 VETERANS OF FOREIGN WARS AND MOREAU SIGN COMPANY, LLC

At the request of Matthew T. Budash, Solicitor, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve a Perpetual Utility Agreement between the County of Indiana, Indiana Post 1989 Veterans of Foreign Wars and Moreau Sign Company, LLC allowing an easement on county property adjacent the County Forensic Center so that Moreau Sign Company, LLC can install electric service to a new building.

ADDENDUM TO SUBLEASE AGREEMENT BETWEEN THE COUNTY OF INDIANA AND THE INDIANA COUNTY CONSERVATION DISTRICT

At the request of Matthew T. Budash, Solicitor, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve an addendum to the Sublease Agreement between the County of Indiana and the Indiana County Conservation District amending their monthly rent to \$3,291.37 and keeping the county’s annual contribution to the Conservation District at \$92,400.00.

2026 GENERAL FUND BUDGET

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

Opening Balance.....	\$386,968
Total Revenues.....	\$53,068,255
Total Expenditures.....	\$53,455,223

This will allow a real-estate tax rate of 6.105 mills. .89 mill of 6.105 are applied to debt service with the remaining millage of 5.215 to general operating fund.

2026 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.....	\$75,426
Total Revenue.....	\$24,564

Total Expenditures..... \$100,000

2026 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..... \$810,795
Total Expenditures..... \$810,795

COURTHOUSE CLOSED...DECEMBER 25, 2025 CHRISTMAS DAY AND JANUARY 1, 2026 NEW YEAR'S DAY

The courthouse will be closed on December 25, 2025 in observance of the Christmas Day Holiday and January 1, 2026 in observance of the New Year's Day Holiday.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...JANUARY 14, 2026 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, January 14, 2026 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 11:43 a.m.

Sherene Hess, Secretary

Michael Keith, Chairman