

COMMISSIONERS' MEETING MINUTES
JANUARY 14, 2026

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:32 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 December 17, 2025.

PUBLIC COMMENT

There was public comment from Audrey Allor-Lengel regarding the Data Center in Center Township.

EXECUTIVE SESSIONS

There was an Executive Session held on January 13, 2026 to discuss legal issues related to the Indiana County Municipal Airport Authority and terms of the members of the board.

PROCLAMATION...HUMAN TRAFFICKING AWARENESS MONTH

After a proclamation was read, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to proclaim the month of January as Human Trafficking Awareness Month and recognize January 11, 2026 as National Human Trafficking Awareness Day.

PROCLAMATION...NATIONAL LAW ENFORCEMENT APPRECIATION DAY

After a proclamation was read, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to recognize the work of Law Enforcement Officer and proclaim January 9, 2026 as Law Enforcement Appreciation Day.

PA SAVIN MAINTENANCE AND SERVICE AGREEMENT / DISTRICT ATTORNEY

At the request of Robert Manzi, District Attorney, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the PA SAVIN Maintenance and Service Agreement for the term of January 1, 2026 through December 31, 2026. This is a no cost agreement through the Pennsylvania Commission on Crime and Delinquency that provides a free service of around the clock access to the custody status of offenders in county jails, state prisons, or under state parole supervision in the Commonwealth.

PA SAVIN also provides automated telephone, email and/or text message notification of any change in an inmate's incarceration status; including release, transfer to other prisons, escape, and any custody changes, for all victims.

ADMINISTRATIVE ENTITY OPERATING AGREEMENT / ARMSTRONG-INDIANA BEHAVIORAL AND DEVELOPMENTAL HEALTH PROGRAM

At the request of Tammy Calderone, BDHP, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to enter into an agreement with the Department of Human Services Office of Developmental Programs. The agreement effective January 1, 2026 designates BDHP as the administrative entity for Armstrong-Indiana Counties whose responsibility is to carryout administrative functions for the implementation of the intellectual disabilities consolidated person family directed support and community living waiver programs. Compliance with this agreement will ensure that BDHP will continue to receive the annual ID administrative funding allocation in the approximate amount of \$680,000.00 for FY 25-26.

ARMSTRONG-INDIANA BEHAVIORAL AND DEVELOPMENTAL HEALTH PROGRAM BOARD APPOINTMENT

At the request of Tammy Calderone, BDHP, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to reappoint Debra Lawson to the Armstrong-Indiana Behavioral and Developmental Health Program Board; term expires December 31, 2028.

CONSULTANT CONTRACTS / DEPT OF HUMAN SERVICES CONSULTANT AGREEMENT...DIANN OVERMAN / DEPT OF HUMAN SERVICES

At the request of Lisa Spencer, Department of Human Services, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a consultant agreement with Leo Buck to provide consultant services for the Suicide Task Force from January 1, 2026 to December 31, 2026 in the amount of \$20.00 per hour not to exceed 300 hours.

At the request of Lisa Spencer, Department of Human Services, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a consultant agreement with Diann Overman to provide consultant services for the Veteran Outreach Program from January 1, 2026 to December 31, 2026 in the amount of \$22.40 per hour not to exceed 960 hours.

At the request of Lisa Spencer, Department of Human Services, a motion was made by Commissioner Hess, seconded by Commission Dunlap and carried unanimously to approve an agreement with Kathleen Abbey-Backer to provide consultant services for the Health and Human Services Subcommittee from January 1, 2026 to December 31, 2026 in the amount of \$25.00 per hour not to exceed \$5,500.00.

AGREEMENT...WOOLPERT, INC. / TAX ASSESSMENT

At the request of Frank Sisky, Tax Assessment Office, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve an agreement

with Woolpert, Inc. to provide software for the field assessors so that they have the ability to view live CAMA data while they are out assessing new construction to be added to the tax rolls that have not been assessed. The cost of the software is \$35,855 with an annual license fee of \$10,925.00.

2025 EMERGENCY SOLUTIONS GRANT – CONTRACT AGREEMENT / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of Indiana County Community Action Program, Inc., a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to enter into a contract agreement with the Commonwealth of Pennsylvania through the Department of Community and Economic Development. The contract award is for \$95,000.00 of 2025 Emergency Solutions Grant funding (ESG). The contract activities include Rapid Rehousing assistance along with HMIS reporting and administration funds. ICCAP is the County's service provider for the ESG program and will provide the required dollar-for-dollar match funds from other revenue sources. Approval also allows for the contract's e-contracting process to be completed by Commissioners Keith and Dunlap.

CHANGE ORDER #1 - JIMMY STEWART AIRPORT HANGER AND PARKING LOT PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of the Indiana County Airport Authority, Delta Airport Consultants, Inc. and Stiffler-McGraw Architects, LLC, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve Change Order #1 in the amount of \$35,973.00 with Francis J. Palo, Inc. for the Jimmy Stewart Airport Hanger and Parking Lot Project. Change Order #1 is to furnish all labor, materials, tools and equipment to perform winter concrete curing of the footings and walls. The revised contract with Francis J. Palo, Inc. with approval of Change Order #1 will be \$2,324,973.00 and the additional cost will be covered by Redevelopment Assistance Capitol Program (RACP) grant funds and Commonwealth Finance Authority (CFA) grant funds.

CHANGE ORDER #2 – CHALLENGER LEARNING CENTER PHASE 2A / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of the Central Allegheny Challenger Learning Center and UpStreet Architects, Inc., a motion was made by Commissioners Hess, seconded by Commissioner Dunlap and carried unanimously to approve Change Order #2 in the amount of \$41,445.00 with CNC Construction, Inc. for the Challenger Learning Center Phase 2A Project. Change Order #2 is for the installation of 30 interior welded frame doors including hardware, closers and painting. The revised contract with CNC Construction, Inc. with approval of Change Order #2 will be \$209,445.00. The additional project costs will be covered with Keystone Communities Initiatives Program grant funds.

CHANGE ORDER #2 – THE WELCOME CENTER AT THE BANK LOW VOLTAGE SYSTEMS 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 Dunlap, seconded by Commissioner Hess and carried unanimously to approve Change Order #2 in the amount of \$840.00 with BR Electric & Audio Visual for the Welcome Center at the Bank Low Voltage

Systems Project. Change Order #2 is to add additional LED lighting to the project scope. The revised contract with BR Electric & Audio Visual with approval of Change Order #2 will be \$105,128.00. The additional project costs will be covered with Keystone Communities Initiatives Program grant funds.

CHANGE ORDER #2 - JIMMY STEWART AIRPORT HANGER AND PARKING LOT PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of the Indiana County Airport Authority, Delta Airport Consultants, Inc. and Stiffler-McGraw Architects, LLC, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve Change Order #2 in the amount of \$19,972.00 with Francis J. Palo, Inc. for the Jimmy Stewart Airport Hanger and Parking Lot Project. Change Order #2 is to furnish all labor, materials, tools and equipment to fill an existing 15" underground HDPE pipe with lean concrete. The revised contract with Francis J. Palo, Inc. with approval of Change Order #2 will be \$2,344,945.00. Additional costs will be covered by Redevelopment Assistance Capital Program (RACP) grant funds and Commonwealth Finance Authority (CFA) grant funds.

CHANGE ORDER #3 - JIMMY STEWART AIRPORT HANGER AND PARKING LOT PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of the Indiana County Airport Authority, Delta Airport Consultants, Inc. and Stiffler-McGraw Architects, LLC, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve Change Order #3 in the amount of a \$2,949.00 credit with Francis J. Palo, Inc. for the Jimmy Stewart Airport Hanger and Parking Lot Project. Change Order #3 is to deduct the cost to furnish all labor, material, tools and equipment for 4 aluminum windows in the hanger door. The revised contract with Francis J. Palo, Inc. with approval of Change Order #3 will be \$2,344,996.00.

CHANGE ORDER #3 – THE WELCOME CENTER AT THE BANK / 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 Dunlap, seconded by Commissioner Hess and carried unanimously to approve Change Order #3 in the amount of \$12,079.00 with CNC Construction, Inc. for the Welcome Center at the Bank Project. Change Order #3 is for the addition of several miscellaneous items including but not limited to adding RGB holiday lights on the exterior of the building, additional patching and painting of walls, relocating HVAC equipment, window frosting film, electrical outlets and steel work in the existing vault area. Also included in Change Order #3 are some credits for the elimination of some oak trim work, data cable runs, floor boxes, lighting and signage. The revised contract with CNC Construction, Inc. with approval of Change Order #3 will be \$777,971.50. The additional project costs will be covered with Redevelopment Assistance Capital Program grant funds and Keystone Communities Initiative Program grant funds.

BOARDS & AUTHORITIES

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the appointment of Shennandoah Ditter and reappointment of Jeffrey Altemus to the Indiana County Farmland Preservation Board; terms expire December 31, 2028.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the appointment of Ken Hewing and the reappointment of John Stumpf to the Indiana County Highridge Water Authority; terms expire January, 2031.

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the reappointment of Frank Kinter to the Indiana County Hospital Authority; term expires January, 2031.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the reappointment Jeffrey Boden to the Indiana County Housing Authority; term expires January, 2031.

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the reappointment Joseph C. Kinter to the Indiana County Industrial Development Authority; term expires January, 2031.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the reappointments of Carol Paynter and Patricia A. Evanko to the Indiana County Municipal Services Authority; terms expire January, 2031.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the reappointments Laurie Lafontaine, Jeffery L. Cable and Thomas McNutt to the Indiana County Planning Commission; terms expire January, 2029.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the reappointment of Thomas Falcone to the Indiana County Redevelopment Authority; term expires January, 2031.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the reappointments of Nicole Sipos and Jonathan Smith to the Indiana County Solid Waste Authority; terms expire January 2031.

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the reappointment of Daniel Berkey to the Indiana County Transportation Authority; term expires January 2032.

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the reappointment of Greg Bachy to the Indiana County Uniform Construction Code Board of Appeals; term expires January, 2031.

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the reappointment of John J. Barbor to the Indiana County Zoning Hearing Board; term expires January, 2029.

COURTHOUSE CLOSED...JANUARY 19, 2026 MARTIN LUTHER KING, JR. DAY

The courthouse will be closed January 19, 2026 in observance of the Martin Luther King, Jr. Day Holiday.

OTHER BUSINESS

Commissioner Dunlap announced the America 250 Opening Ceremony on January 25th at 10:30 a.m. at the Indiana County Welcome Center. Commissioner Keith announced the Welcome Center will be opening soon at its new location at 600 Philadelphia Street. Commissioner Hess she will be at the Legislative Priorities Day and will be not be in attendance at the January 28th meeting.

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 11:19 a.m.

Sherene Hess, Secretary

Michael Keith, Chairman