

COMMISSIONERS' MEETING MINUTES
JANUARY 24, 2024

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 Robin A. Gorman, present
Commissioner Sherene Hess, absent (in Harrisburg for a CCAP event)

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 Ms. Gorman, seconded by Mr. Keith, and carried unanimously to approve the minutes of January 10, 2024.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

OPIOID SETTLEMENT PLAN PROJECT FUND EXPENSES

At the request of Kami Anderson, from Armstrong, Indiana, Clarion Drug & Alcohol, the following expenses were approved from the Opioid Settlement Plan Project Fund.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an Opioid Settlement Plan Project Fund expense in the amount of \$200,000 to purchase a mobile unit for providing behavioral and physical health services in rural areas of Indiana County. IRMC will provide \$100,000 towards the purchase and \$100,000 will come from IRMC Grant Funds.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an Opioid Settlement Plan Project Fund expense in the amount \$45,000 to contract with local EMS agencies to provide intervention, treatment resource information, naloxone, testing strips, and naloxone training at the site of overdoses in Indiana County.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an Opioid Settlement Plan Project Fund expense in the amount of \$140,000 to provide expansion of School Prevention Services in Indiana County for two staff members dedicated to Indiana County.

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an Opioid Settlement Plan Project Fund expense in the amount of \$32,000 annually for a

Children, Youth, and Family Services SUD Case manager. This position will be split between Indiana and Armstrong Counties.

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an Opioid Settlement Plan Project Fund expense in the amount of \$21,000 to provide School Saltworks Presentations. AICDAC will hire 2 Prevention Specialists to provide prevention exclusive to Indiana County schools and communities.

CONSULTANT CONTRACTS / DEPT. OF HUMAN SERVICES

At the request of Lisa Spencer, Department of Human Services, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an agreement with Leo Buck to provide services to the Suicide Task Force of Indiana at the rate of \$20.00 per hour not to exceed 300 hours. This contract is effective from January 1, 2024 through December 31, 2024.

At the request of Lisa Spencer, Department of Human Services, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an agreement with Kathy Abbey-Baker as the Health and Human Services Subcommittee consultant at the rate of \$25.00 per hour not to exceed \$5,500. This contract is effective from January 1, 2024 through December 31, 2024.

At the request of Lisa Spencer, Department of Human Services, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an agreement with Diann Overman as the Veteran Outreach Program at the rate of \$21.12 per hour up to 960 hours. This contract is effective from January 1, 2024 to December 31, 2024.

CONTRACT ADDENDUM...AFFINITY HEALTH SERVICES / COMMUNITIES AT INDIAN HAVEN

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a contract addendum with Affinity Health Services to modify Section 5 of the Management Agreement to document the reimbursement of additional Affinity personnel, including the agreement of Affinity to employ a licensed nurse to fulfill the duties and responsibilities of the Nursing Home's RNAC/MDS Coordinator on an interim basis until a permanent replacement can be recruited.

MEMORANDUM OF UNDERSTANDING / JAIL

At the request of Leslie Loveridge, Warden, a motion was made by Ms. Gorman and seconded by Mr. Keith and carried unanimously to approve a Memorandum of Understanding between Indiana County and Elk County to house inmates at the rate of \$65.00 per day and any costs associated with medical treatment from Prime-Care Medical, Inc.

At the request of Leslie Loveridge, Warden, a motion was made by Mr. Keith and seconded by Ms. Gorman and carried unanimously to approve a Memorandum of Understanding between Indiana County and Blair County to house inmates at the rate of \$65.00 per day and any costs associated with medical treatment from Prime-Care Medical, Inc.

JUVENILE PROBATION SERVICES GRANT AGREEMENT / PROBATION

At the request of Amanda Yurky, Chief Probation Officer, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve the 2023-2024 Juvenile Probation

Grant Agreement in the amount of \$81,668.00. This grant is provided to compensate expenses related to the Juvenile Department.

YOUTH LEVEL OF SERVICE / CASE MANAGEMENT INVENTORY 2.0 TEST USAGE AGREEMENT / PROBATION

At the request of Amanda Yurky, Chief Probation Officer, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve the Youth Level of Service/Case Management Inventory 2.0 Test Usage Agreement. The Juvenile Department is required by the Juvenile Court Judge's Commission to use a Youth Level of Service on all juvenile offenders. This assessment tool is used to determine the risk/needs of the youth and to give guidelines on how often they should be seen.

AGREEMENT...BI INCORPORATED / PROBATION

At the request of Amanda Yurky, Chief Probation Officer, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an agreement with BI Incorporated to provide electronic monitoring equipment at the rate of \$1.85 to \$3.85 per day. The offenders are charged \$10.00 per day to cover the cost of the rental fees.

SUBSCRIPTION AGREEMENT...ADVENT FINANCIAL SYSTEMS, LLC / PROBATION

At the request of Amanda Yurky, Chief Probation Officer, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve a Subscription Agreement with Advent Financial Systems, LLC which will provide online educational tools for both the juvenile and adult units. The fees to the offender range from \$35.00 to \$120.00 depending on the level.

\$77,200 REVOLVING LOAN FUND (RLF) LOAN TO AIM FIRST FIREARMS, LLC & CLS REAL ESTATE HOLDINGS LLC / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a \$77,200 term loan from the Indiana County Revolving Loan Fund (RLF) to Aim First Firearms LLC & CLS Real Estate Holdings, LLC. to finance furniture, fixtures, equipment, inventory and working capital. Aim First had closed on a RLF loan at the end of 2022 but unfortunately, in February of 2023, there was a fire that ended up being a complete loss. The owner is rebuilding his retail firearms store that will be located at the same site in Blairsville. Aim First is a full-scale gun shop that sells firearms and firearm related goods, gun smithing, firearm manufacturing, custom laser engravings, and ceramic coating. The interest rate is fixed at 4.5% with 6 months interest only and an 84-month term. The RLF funds will be leveraged by funds from Enterprise Bank and owner contribution. Aim First will retain 1 and create 3 full-time employees as a result of these funds. The application was reviewed and approved by the Revolving Loan Fund Loan Review Committee.

IRLF LOAN – INDIANA COUNTY DEVELOPMENT CORPORATION – EXTEND MATURITY DATE / PLANNING

At the request of Teresa Bachy, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an extension of the maturity date for the \$150,000.00 Infrastructure Revolving Loan Fund (IRLF) loan to the Indiana County Development Corporation (ICDC) until January 21, 2025. The ICDC utilized the IRLF loan for eligible project costs at two priority economic development initiatives, specifically at the Windy Ridge Business & Technology Park (White Township) and the 119 Business Park /

Joseph Land Development (Center Township) to leverage funding through the Redevelopment Assistance Capital Program (RACP) and the U.S. Department of Housing & Urban Development (HUD). The \$150,000.00 loan to the ICDC will provide interim financing for the engineering, design and permitting required to successfully deliver these projects. No other terms of the IRLF loan will be modified.

CONTRACT AWARD – DIXONVILLE COMMONS BUILDING RENOVATIONS – HEATING SYSTEM PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Platinum Visual Solutions, a motion was made by Ms. Gorman, seconded by Ms. Gorman and carried unanimously to enter into a contract agreement with Eagle Air Service from Homer City, PA for the Dixonville Commons Building Renovations – Heating System Project. The contract award request in the amount of \$90,000 is to install three 300,000 BTU Gas Heaters and four 200,000 BTU Gas Heaters throughout the manufacturing area of the complex. A total of two proposals were submitted ranging from low bid by Eagle Air Service of \$90,000.00 to a high bid of \$139,965.00. This project is being funded with Redevelopment Assistance Capital Program (RACP) funds and Platinum Visual Solutions funds.

CHANGE ORDER #1 – 119 BUSINESS PARK METER SKID PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Air Liquide, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #1 with Toy Pipeline Contractors, Inc. in the amount of \$15,933.50 on the 119 Business Park Meter Skid Project. Change Order #1 is for the clearance of trees from the meter skid site location along with final grading of the site and the installation of a gravel base. The revised contract with Toy Pipeline Contractors, Inc. with approval of Change Order #1 will be \$98,854.50 and the additional cost will be covered with Pipeline Investment Program Grant Funds and the owner Air Liquide.

CHANGE ORDER #2 – 119 BUSINESS PARK METER SKID PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Air Liquide, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve Change Order #2 with Toy Pipeline Contractors, Inc. in the amount of \$2,762.00 on the 119 Business Park Meter Skid Project. Change Order #2 is to provide and install meter skid outlet piping to Peoples Natural Gas tap location. The revised contract with Toy Pipeline Contractors, Inc. with approval of Change Order #2 will be \$101,616.50 and the additional cost will be covered with Pipeline Investment Program Grant Funds and the owner Air Liquide.

CHANGE ORDER #1 – 119 BUSINESS PARK GAS PIPELINE INSTALLATION PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Air Liquide, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #1 with Shadco, LLC in the amount of \$34,309.00 on the 119 Business Park Gas Pipeline Installation Project. Change Order #1 is for the installation of Erosion and Sedimentation Controls per the Indiana County Conservation District and DEP. The revised contract with Shadco, LLC with approval of Change Order #1 will be \$482,559.00 and the additional cost will be covered with Pipeline Investment Program Grant Funds and the owner Air Liquide.

CHANGE ORDER #2 – 119 BUSINESS PARK GAS PIPELINE INSTALLATION PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Air Liquide, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve Change Order #2 with Shadco, LLC in the amount of \$19,000.00 on the 119 Business Park Gas Pipeline Installation Project. Change Order #2 is for the installation of the pipeline pig launchers and pig receiver. Construction of a concrete pad for an odorizer and welding and pressure testing system upon completion. The revised contract with Shadco, LLC with approval of Change Order #2 will be \$501,559.00 and the additional cost will be covered with Pipeline Investment Program Grant Funds and the owner Air Liquide.

CHANGE ORDER #1 – 119 BUSINESS PARK SITE IMPROVEMENTS PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Gruppo EF, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve Change Order #1 with Howard Concrete Pumping Co., Inc. in the amount of \$715,222.63 on the 119 Business Park Site Improvements Project. Change Order #1 is for the purchasing, handling and placement of an additional 6,658 CY of concrete into the sites underground mine voids. The revised contract with Howard Concrete Pumping Co., Inc. with approval of Change Order #1 will be \$1,494,952.63 and the additional cost will be covered with Redevelopment Assistance Capital Program (RACP) Grant Funds and Air Liquide.

CONTRACT AWARDS – CHALLENGER LEARNING CENTER SLAB CONSTRUCTION PROJECT / PLANNING

At the request of David Morrow, Office of Planning and Development, and on behalf of the Central Allegheny Challenger Learning Center and UpStreet Architects, Inc., requested that the Board of Commissioners enter into three prime contract agreements for the Challenger Learning Center Slab Construction Project. The total of the combined three contracts seeking approval is \$149,037.00. The three contracts are: General Construction, Electrical and Plumbing. The work consists of the installation of an 11,170 sf 4” thick reinforced concrete slab including all under slab electrical conduits and plumbing.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a General Construction Contract with Mid-State Construction, Inc., Altoona, PA in the amount of \$89,500.00. Four eligible bids were received for the General Construction Contract ranging from low bid of \$89,500.00 to high bid of \$173,700.00.

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an Electrical Construction Contract with Leverknight Electric, Inc., Boswell, PA in the amount of \$41,925.00. Three eligible bids were received for the electrical ranging from low bid of \$41,925.00 to high bid of \$127,000.00.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a Plumbing Contract with K&K Plumbing Company, Inc., Johnstown, PA in the amount of \$17,612.00. Two eligible bids were received for the Plumbing ranging from low bid of \$17,612.00 to high bid of \$41,450.00.

ACT 13 IMPACT FEE - 2022 DISTRIBUTION / PLANNING

Byron Stauffer, Office of Planning & Development, explained that Indiana County has received the funding notification from the Pennsylvania Public Utility Commission (PUC) of the Act 13 Impact Fee Distribution for 2022. The Act 13 Impact Fee Distribution is based on an eligibility formula utilizing a complicated series of criteria based on unconventional gas wells located in Indiana County as compared to statewide. The PUC has determined for 2022 that there are 31 (of 11,454) eligible unconventional gas wells that are located in Indiana County. Under Section 2314(d)(1) of Act 13, Indiana County has been allocated a total of \$146,600.80 for 2022. These funds must be used for one of the thirteen criteria outlined in Act 13 under this section.

Upon an examination of the thirteen criteria under Section 2314(d)(1) and a review of the current needs of the County to support various projects and initiatives, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the following expenditures/projects for consideration:

- Criteria 3 – \$15,000.00 – Funding for the Indiana County Fire Academy to assist local fire departments and first responders with training for emergency preparedness and related costs;
- Criteria 3 – \$52,000.00 – Funding for the HazMat/EMA Team 900;
- Criteria 4 – \$25,000.00 – Funding for Farmland Preservation;
- Criteria 8 – \$6,500.00 – GIS for Planning and Tax Assessment;
- Criteria 11 – \$32,100.80 – Capital Reserve Fund used for purposes set forth in Act 13 of 2012
- Criteria 13 – \$16,000.00 – Sustainable Economic Development Task Force

The request also directs and authorizes the Chief Clerk and the Executive Director of the Office of Planning & Development to report the 2022 Act 13 allocation expenditures to the PUC, as required under the Act.

EMPLOYEE HANDBOOK UPDATE...VEHICLE POLICY

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve an update to the employee handbook, specifically the vehicle policy. In order to qualify for an additional ½ percent discount on our liability insurance through Pcorp the policy was required to be updated.

APPOINTMENTS...BOARD & AUTHORITIES

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the following appointments:

<u>NAME</u>	<u>BOARD</u>	<u>TERM EXPIRES</u>
Mr. Donald Rearick	Indiana County Airport Authority	January, 2029
Mr. Alan McKenney	Indiana County Airport Authority	January, 2029
Mr. Mathias Lechene	Indiana County Airport Authority	January, 2029

Ms. Molly Sarver	Indiana County Farmland Preservation Bd.	December 31, 2026
Mr. J. Scott Overdorff	Indiana County Farmland Preservation Bd.	December 31, 2026
Mr. James E. Mitchell	Indiana County Highridge Water Authority	January, 2029
Ms. Robin A. Gorman	Indiana County Hospital Authority	January, 2029
Mr. Curtis Ramsden	Indiana County Housing Authority	January, 2029
Mr. George Daniel Prushnock	Indiana County Industrial Dev. Authority	January, 2029
Mr. Joseph Trimarchi	Indiana County Planning Commission	January, 2027
Mr. Ross Bricklemyer	Indiana County Planning Commission	January, 2027
Mr. William Darr	Indiana County Planning Commission	January, 2027
Ms. Janine Maust	Indiana County Redevelopment Authority	January, 2029
Mr. Thomas Falcone	Indiana County Solid Waste Authority	January, 2029
Ms. Michelle Robinson	Indiana County Solid Waste Authority	January, 2028
Ms. Carol L. Hummel	Indiana County Transportation Authority	January, 2030
Mr. Jeff Cable	Indiana County Uniform Construction Board of Appeals	January, 2029
Ms. Beth Marshall	Indiana County Zoning Hearing Board	January, 2027
Mr. Chris Graham	Local Emergency Planning Committee	February, 2026
Mr. Thomas Ozog	Local Emergency Planning Committee	February, 2026
Mr. Chris Anderson	Local Emergency Planning Committee	February, 2026
Mr. Michael Keith	Local Emergency Planning Committee	February, 2026
Mr. James Dickson	Local Emergency Planning Committee	February, 2026
Mr. Ron Moreau	Local Emergency Planning Committee	February, 2026
Mr. Randy Thomas	Local Emergency Planning Committee	February, 2026
Mr. William Roach	Local Emergency Planning Committee	February, 2026

CERTIFICATION OF COUNTY FUNDS FOR 2024 PROGRAM YEAR

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve the Certification of County Funds for 2024 Program Year. Act 43 requires each eligible county with an approved Farmland Preservation Program to notify the Department of Agriculture of the County appropriation for purchase of agriculture easements for calendar year 2024. The amount of the match for 2024 is \$25,000 which will be funded by Act 13 Funds. Also, Act 156 of 1998 required that all interest collected by the County on Clean and Green rollback tax penalties shall be added to the county appropriate local matching funds. The amount of rollback tax collected in 2023 was \$3,829. These funds will be used for monitoring and enforcement and conservation planning. The accumulated total certified county match funds for 2024 is \$28,829.00

BIDS...DISTRICT ATTORNEY VEHICLE (010524)

At the request of Robin Maryai, Chief Clerk, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to reject the one bid received for the 2014 Buick LaCross. The reason is that the bid came in lower than the vehicle's estimated value is. This vehicle will be readvertised for sealed bids and will be due by 10:30 a.m. on February 23, 2024.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...FEBRUARY 14, 2024 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, February 14, 2024 at 10:30 a.m. in the Commissioners' Hearing Room.

ADJOURNMENT

With no other business to come before the Board at this time, a motion was made by Ms. Hess, seconded by Ms. Gorman to adjourn the meeting at 11:16 a.m.

Robin A. Gorman, Vice Chairman

R. Michael Keith, Chairman