

**COMMISSIONERS' MEETING MINUTES**  
**JULY 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, present via zoom. Commissioner Hess was attending the Interagency Working Group Stakeholder Retreat in Washington, D.C.

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 July 10, 2024.

**PUBLIC COMMENT**

Bob Colan made public regarding ARP funding and County loans.

**EXECUTIVE SESSIONS**

There were no Executive Sessions.

**PROCLAMATION...PRETRIAL PROBATION & PAROLE WEEK**

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to proclaim July 21 – 27, 2024 as Pretrial Probation & Parole Week Indiana County and encouraged all citizens to honor these Pretrial, Probation and Parole professionals, and to recognize their achievements.

**OPIOID SETTLEMENT PLAN PROJECT FUND EXPENSE – RECOVERY HOUSING**

At the request of Kami Anderson, Armstrong-Clarion-Indiana Drug & Alcohol Commission, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve funding in the amount of \$200,000 to contract with Nicole Wannett to purchase a house in White Township for a recovery house for women with children. AICDAC will work with Nicole Wannett to complete the sale of the recovery house, monitor the renovations, and review the purchases and monthly expenses for a 12-month period until the house can become self-supporting.

**ARBITRATION AWARD FOR ICAPE (PROBATION OFFICER UNION)**

At the request of John Reilly, the County's Labor Negotiator, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve the Arbitration Award for ICAPE (Probation Officer Union). The term of this agreement is from January 1, 2024 through December 31, 2027 allowing increases as follows for 16 employees: (1) 4% for 2024 and 2027 (2) 3 ½% for 2025 and 2026. There is also a change to employees' contributions hired after January 1, 2024 to 12%.

### **ENVIRONMENTAL APPROVAL...SAI CONSULTING ENGINEERS / PARKS**

Christopher Cavanah from SAI Consulting Engineers joined via ZOOM and explained that The Pennsylvania Department of Transportation proposes to replace the SR 0422 (Bridge to Nowhere) that crosses over the Hoodlebug Trail in White Township. The project will be constructed using temporary crossovers, but the crossovers will be removed once the bridge rehabilitation is complete. Mr. Cavanah explained that the trail will be fully restored to a condition at least as good as that which existed prior to the project and the trail will remain open during the replacement. A motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to give the Environmental Approval to the Pennsylvania Department of Transportation during the bridge replacement over the Hoodlebug Trail.

### **PRIVATE PROVIDER AGREEMENTS FY 23-24**

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess carried unanimously to approve an agreement with Beacon Daycare and Learning Center, Indiana, PA for FY 23-24 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

### **PRIVATE PROVIDER AGREEMENT FY 24-25**

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Shippensville Project Point of Light, Shippensville, PA for FY 24-25 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 Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an agreement with Indiana Health Physicians, DBA, IRMC Physicians Group, Indiana, PA for FY 24-25 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 Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Thomas Kauffman, Esq. for the following services: Guardian Ad Litem \$100.00 per hour, Juvenile Defender \$200.00 and Solicitor \$120.00 per hour.

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Children's Aid Homes of Somerset, Somerset, PA for FY 24-25 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

### **CHANGE ORDER #6 – YMCA ROOF REPLACEMENT PROJECT / PLANNING**

At the request of David Morrow, Office of Planning & Development, and on behalf of the YMCA of Indiana County and Thomas R. Harley Architects, LLC, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #6 with CE Davis Contracting, LLC in the amount of \$8,550.00 on the YMCA Roof Replacement Project. Change Order #6 is to install metal wall panels and insulation on the west wall, install safety railing around the new HVAC unit and to install the curb for the new HVAC unit.

The revised contract with CE Davis Contracting, LLC with approval of Change Order #6 will be \$741,143.00 and the additional cost will be covered with Redevelopment Assistance Capital Program (RACP) Grant Funds and YMCA Funds.

**CONTRACT AWARD – INDIANA BOROUGH SOUTH 15<sup>TH</sup> STREET STORM SEWER IMPROVEMENTS PHASE II PROJECT / PLANNING**

At the request of David Morrow, Indiana County Office of Planning & Development, and on behalf of Indiana Borough and Stiffler, McGraw & Associates, Inc. a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to enter into a contract agreement with Kukurin Contracting, Inc. from Export, PA for the Indiana Borough South 15<sup>th</sup> Street Storm Sewer Improvement Phase II Project, Contract No. 2024-2. The contract award request in the amount of \$212,212.00 is for the installation of approximately 112 LF of 76” x 48” HERCP Storm Sewer along South 15<sup>th</sup> Street in Indiana Borough. A total of four responsive proposals were submitted ranging from low bid by Kukurin Contracting, Inc. of \$212,212.00 to a high bid of \$321,123.00. This project is being funded with Indiana Borough 2022 and 2023 CDBG Entitlement Funds.

**RESOLUTIONS – 2024 CDBG COOPERATION AGREEMENTS / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve 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 2024 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 2024 CDBG application submissions are due to the Pennsylvania Department of Community and Economic Development by November 1, 2024.

**RESOLUTION – COOPERATION AGREEMENT 2024 HOME-ARP NCS PROGRAM / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a resolution to enter into a cooperation agreement with the Indiana County Community Action Program, Inc. (ICCAP) for the HOME – ARP Non-Congregate Shelter Program. The cooperation agreement identifies and designates duties and responsibilities for the County and ICCAP for the purpose of submitting an application for financial assistance to acquire property and construct a new emergency shelter. Indiana County through its administering agency, the Office of Planning & Development, will jointly develop a project proposal, submit the application and administer the project activities upon receipt of a funding contract from the Commonwealth. The HOME-ARP NCS application will be submitted to the Pennsylvania Department of Community and Economic Development by the deadline submission date of August 30, 2024.

**FILING RESOLUTION – 2024 HOME – ARP NON-CONGREGATE SHELTER PROGRAM / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to adopt a resolution authorizing the filing of the HOME-ARP Non-Congregate Shelter application to the Pennsylvania Department of Community and Economic Development. The proposed project application will meet all requirements as identified in CPD Notice 21-10, fundable under the American Rescue Plan, and

the regulations described in CPD Notice 21-10 along with Title II of the National Affordable Housing Act of 1990. All citizen participation requirements have been undertaken. The application will be submitted by August 30, 2024.

**IUP FWS COMMUNITY SERVICE-LEARNING AGREEMENT**

At the request of Donovan Daniel, Indiana University of Pennsylvania (IUP), a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously approve the IUP Federal Work Study (FWS) Community Service-Learning Agreement between IUP and the County of Indiana. The University will manage all hiring, onboarding, compliance, payroll and reporting for the federal work study community service-learning program and serve as a community service-learning site offering facilities, resources, and supervision to students. This is a blanket agreement that all of the departments in the county can utilize.

**OTHER BUSINESS**

Commissioner Keith announced that Alan Lockard’s last day of employment with the Veterans Affairs Office is today. Mr. Keith said that Alan has really turned the Veterans Office around and has helped many veterans in Indiana County.

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

The next regular scheduled Commissioners’ Public meeting will be held on Wednesday, August 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 11:06 a.m.

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Sherene Hess, Commissioner

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R. Michael Keith, Chairman