

COMMISSIONERS' MEETING MINUTES

June 2, 2022

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

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...JUNE 8, 2022

A motion was made by Ms. Gorman, seconded by Ms. Hess, and carried unanimously to approve the minutes of June 8, 2022.

COVID UPDATE

Commissioner Keith gave the COVID update on behalf of Thomas Stutzman. Indiana County and all of surrounding counties are listed at the low rating. Over the last seven-day period ending on June 16th, Indiana County has had a 16.26% decrease in the covid positive cases. Testing saw a decrease of 11.14% through June 10th. Through June 15th Covid hospitalizations have increased by 1.8%. Department of Health report Indiana County had a total 124 positive cases between June 9th and 14th. There has been no change in the vaccination rate and remains at 0.1%. There have been three additional deaths bringing the total of covid related deaths in Indiana County to 363. Indiana County has had 609 seasonal flu cases documented. IRMC has reported several patients are being treated for FluA and FluB strains.

PUBLIC COMMENT

Ron Riley made public comment regarding the 2nd Amendment Ordinance and gun violence.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PROCLAMATION...INDIANA ROTARY DAY – JUNE 27, 2022

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to recognize the 100th anniversary of the Indiana Rotary and to proclaim June 27, 2022 as Indiana Rotary Day in Indiana County.

RESOLUTION APPROVING A BOND ISSUE BY THE INDIANA COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY IN CONNECTION WITH THE FOUNDATION FOR INDIANA UNIVERSITY OF PENNSYLVANIA

At the request of James Carmella, Solicitor for the Industrial Development Authority, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a resolution approving a bond issue by the Indiana County Industrial Development Authority in

connection with the Foundation for Indiana University of Pennsylvania. A hearing was held at 10:00 a.m. on this date and there was no public opposition to the refinancing.

GRANT OFFER...JIMMY STEWART AIRPORT

At the request of Rick Fuellner, Airport, a motion was made by Mr. Keith, seconded by Ms. Gorman, and carried unanimously to accept a grant offer from the Bureau of Aviation in the amount of \$32,000.00 from American Rescue Plan Act dollars. This money will be used for daily operation and expenses associated with the airport.

AGREEMENT SUICIDE TASK FORCE OF INDIANA / DEPT OF HUMAN SERVICES

At the request of Lisa Spencer, Department of Human Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Stephanie "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. Terms of the agreement are from June 22, 2022 through December 31, 2022.

AGREEMENT...ADMIRAL ABSTRACTING, LLC / TAX CLAIM

At the request of Frank Sisko, Chief Assessor, a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to approve an agreement with Admiral Abstracting, LLC for professional services in conjunction with title abstracts for coal properties eligible for judicial tax sale. The fees are a minimum of \$300.00 per report and will be paid from the general fund and reimbursed through customer payment or tax sale proceeds.

AMENDMENT TO AGREEMENT...PALMETTO POSTING, INC. / TAX CLAIM

At the request of Frank Sisko, Chief Assessor, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an Amendment to Agreement with Palmetto Posting, Inc. to include a 3% fuel surcharge for the 2022 calendar year only. The cost will increase from \$25.00 to \$25.75 per posting and will be paid from the general fund and reimbursed through either customer payment or tax sale proceeds.

PRIVATE PROVIDER AGREEMENTS FY 22-23 / CYS

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 Carol Patterson, Psychologist, Youngtown, PA for FY 22-23 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 The Apartment Gallery, 1967 Merry Place, Indiana, PA for FY 22-23 to provide housing to homeless youth at the rate of \$740.00 per month plus \$20.00 for Sewer and a \$12.00 Administration Fee. The cost will come from Independent Living Budget and is utilized as needed.

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 The Apartment Gallery, (Westgate), Indiana, PA for FY 22-23 to provide housing to homeless youth. Rent will be between \$784 and \$951 per month depending on the unit. The cost will come from Independent Living Budget and is utilized as needed.

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 Perseus House, Inc., Erie, PA for FY 22-23 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 Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Pentz Run Youth Services, Dubois, PA for FY 22-23 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 Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a contract with Jefferson County Detention Center, Steubenville, OH for FY 22-23 to provide services to 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 Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with The Care Center of Indiana County, Indiana, PA for FY 22-23 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

AMENDED COOPERATIVE AGREEMENT BETWEEN INDIANA COUNTY SHERIFF'S DEPARTMENT AND INDIANA COUNTY CHILDREN & YOUTH SERVICES

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an amended Cooperative Agreement between the Indiana County Sheriff's Department and the Indiana County Children & Youth Services. The original agreement was between the Sheriff's Department and Indiana County. For reimbursement purposes the agreement is required to be between the Sheriff's Department and Indiana County Children & Youth Services.

RESOLUTION – RE-CERTIFYING THE REVOLVING LOAN FUND / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to adopt 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, *Mapping the Future: The Southwestern PA Plan* which is developed by the Southwestern Pennsylvania Commission and endorsed by EDA.

RESOLUTIONS – 2022 CDBG COOPERATION AGREEMENTS / 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 approve resolutions for 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 2022 CDBG Entitlement and Community Development Block Grant applications on their behalf and to administer the programs in accordance with all federal, state and local regulations.

REQUIRED CDBG COMPLIANCE REGULATIONS / 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 approve the following plan statements and goals for the 2022 CDBG program to meet compliance requirements with the federal and state mandates of the Pennsylvania Department of Community and Economic Development for all Community Development recipients. This approval includes the Borough of Indiana and Center Township as CDBG entitlement municipalities of the Commonwealth of Pennsylvania.

- Affirmative Action Plan for Indiana County
- Section 3 – U.S. Housing and Urban Development Act of 1968 for Employment Opportunities for Local Business and Low Income Persons
- County of Indiana Statement of Goals: This is the Section 3 requirement of the U.S. Housing Act of 1968 for the Community Development Block Grant Program that sets forth the County’s goals for contract to Indiana County based businesses at 15%.
- Minority and Women Owned Business Enterprise Plan
- Citizen Participation Plan
- Residential Anti-Displacement and Relocation Assistance Plan
- Language Access Plan
- Grievance Procedure Americans with Disabilities Act
- Grievance Procedure Section 504 of the Rehabilitation Act of 1973
- Section 504 of the Rehabilitation Act of 1973 Plan
- Indiana County Procurement Plan

All of the Plans are on file at the Office of Planning and Development and are available for public review.

RESOLUTION - INDIANA COUNTY ADA COORDINATOR / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to designate Lisa Spencer, Executive Director of the Indiana County Department of Human Services as the County’s Americans with Disabilities Act Coordinator. Ms. Spencer’s duties will include receiving all grievances from disabled people that believe they were discriminated against for services, programs or activities provided by Indiana County. A public notice will be advertised identifying the County’s ADA Coordinator and the process of filing a grievance.

RESOLUTION – INDIANA COUNTY SECTION 504 COORDINATOR / 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 designate Robin Maryai, Chief Clerk, as Indiana County’s Section 504 Coordinator. Mrs. Maryai will oversee the grievance procedure that has been developed in accordance with other applicable laws including the Architectural Barriers Act of 1968 that requires buildings that are constructed or assisted with federal funds be accessible to and usable by handicapped persons; and Title VIII of the Civil Rights Act of 1968 (Fair Housing Act) that prohibits discrimination in housing-related transactions on the previously described basis as well as familial status and disability.

NOTIFICATION OF CDBG COMPLIANCE DUTIES / PLANNING

LuAnn Zak, Office of Planning & Development, explained that as mandated by the Pennsylvania Department of Community and Economic Development, is required to publicly identify the personnel responsible for specific CDBG/HOME compliance for environmental reviews and labor standards.

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to designate David A. Morrow as the labor standards officer. Mr. Morrow is responsible for compliance with labor standards as set forth in Section 110 of the Housing and Community Development Act of 1974, as amended, and HUD's implementing regulations. These standards include the Davis-Bacon Act, the Contract Work Hours and Safety Standards Act, the Copeland Anti-Kickback Act, and the U.S. Department of Labor regulations at 29 CFR Parts 1,3,5,6 and 7 and to designate LuAnn Zak, as the environmental review officer who is responsible for compliance with the National Environmental Policy Act of 1969 (NEPA). The environmental review officer is responsible for environmental review, decision-making and action under NEPA and HUD regulations at 24 CFR PART 58 and the statutes and authorities contained in 24 CFR Part 58.5 for the administration of the programs

CONTRACT AWARD – ARCHITECTURAL SERVICES / INDIANA COUNTY FOOD BANK REHABILITATION PROJECT / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of the Indiana County Community Action Program (ICCAP), a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to enter into a contract agreement “on behalf of” ICCAP with Stiffler McGraw Engineers Surveyors Architects of Indiana, PA for the design and inspection services for the Indiana County Food Bank Warehouse Rehabilitation Project. The contract award is for Phase I services at a cost of \$31,247.00 and Phase II services at \$65,846.00 for a total contract amount of \$97,093.00. The architectural services include design, contract bidding and construction phase to prepare the site for the Indiana County Food Bank. The warehouse, located at 2131 Shelly Drive, must be ready for the relocation and operational activities of the Food Bank by October 15, 2022. Sufficient funds are available to cover the contract amount from multiple funding sources.

ACT 167 STORMWATER MANAGEMENT PLAN: PHASE 2- PARTNERSHIP AGREEMENT- US ARMY CORP OF ENGINEERS / PLANNING

At the request of Josh Krug, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve entering into a partnership agreement with the United States Army Corps of Engineers (USACE) to complete the Indiana County Stormwater Management Plan- Phase 2, in accordance with Pennsylvania Act 167- The Stormwater Management Act. The County completed Phase 1 of the Plan in 2015. Based on the Scope of Work provided, the estimated total project cost is \$426,000. Half of those costs are to be covered by the work of the USACE. They are to work on stormwater modeling and other technical project elements outlined in the Scope of Work. The other half of the scope and required match is coming from a combination of a competitively selected project consultant being funded through County allocated funds totaling \$80,675, the Redevelopment Authority of Indiana County allocated funds totaling \$50,000 and Office of Planning & Development in-kind staff contributions totaling \$82,325. Collectively the consultant and Office of Planning & Development Staff will be responsible for overall project development and management, GIS mapping, Plan report preparation, model ordinance and enforcement preparation, and other tasks as outlined in the Scope of Work.

CHANGE ORDER #16 – INDIANA COUNTY EDUCATION AND TECHNOLOGY CENTER / PLANNING

At the request of Byron Stauffer, Office of Planning & Development and on behalf of Desmone Architects, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #16 for the Indiana County Education & Technology Center Building Project with Cavcon Construction Company, Greensburg, PA. Change Order #16 is a decrease to the Cavcon Construction contract of \$150,923.40. Change Order #16 represents the Savings Sharing Deduct as part of the Gross Maximum Price (GMP) contract agreement. The revised Guaranteed Maximum Price Contract with Cavcon Construction Company with approval of Change Order #16 will decrease their contract to \$6,482,276.26.

AGREEMENT...2KREW SECURITY & SURVEILLANCE / JAIL

At the request of Eric Leonard, Information Services, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an agreement with 2Krew Security & Surveillance to provide and install security upgrades with the existing video surveillance, door access and intercom systems at the county jail in the amount of \$1,541,384.00.

EQUIPMENT PURCHASE...LINK COMPUTER CORPORATION / INFORMATION TECHNOLOGY

At the request of Eric Leonard, Information Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an equipment purchase with Link Computer Corporation to replace 9 servers with 3 large virtual servers in the amount of \$55,400.00.

GRANT AWARD...2022 ELECTION SECURITY GRANT

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to accept the 2022 Election Security Grant in the amount of \$6,117.44. This grant will be used to upgrade computers that meet the required specifications to access the new SUREVote system in the Voter Registration Office.

APPROVAL TO SELL SURPLUS ITEMS

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously approve the sell of firearms no longer needed in the District Attorney's Office and the Election House (land not included) in Alverda. Sealed bids are due by 10:30 a.m. on July 11, 2022.

COURTHOUSE CLOSED...MONDAY, JULY 4, 2022 IN OBSERVANCE OF THE INDEPENDENCE DAY HOLIDAY

Commissioner Keith announced that the courthouse will be closed on Monday, July 4, 2022 in observance of the Independence Day Holiday.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...JULY 13, 2022 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, July 13, 2022 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. Gorman, seconded by Mr. Keith to adjourn the meeting at 11:33 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman