

**COMMISSIONERS' MEETING MINUTES**  
**MAY 10, 2023**

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Courtroom #1.

**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...APRIL 26, 2023**

A motion was made by Ms. Hess, seconded by Ms. Gorman, and carried unanimously to approve the minutes of April 26, 2023.

**PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSIONS**

There were no Executive Sessions.

**PROCLAMATION...HOMER-CENTER GIRLS BASKETBALL TEAM**

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to recognize and congratulate the Homer-Center Girls Basketball Team for placing runner-up at the Class 2-A Girls PIAA State Championship Tournament in Hershey.

**PROCLAMATION...RIVER VALLEY GIRLS BASKET BALL TEAM**

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to recognize and congratulate the River Valley Girls Basketball Team for placing runner-up at the Class 3-A Girls PIAA State Championship Tournament in Hershey.

**PROCLAMATION...NURSES WEEK AND HOSPITAL WEEK**

After a proclamation was read, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to honor IRMC during National Hospital Week (May 7-13, 2023) and National Nurses Week (May 6-12, 2023).

**PROCLAMATION...NATIONAL POLICE MEMORIAL WEEK**

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to proclaim May 14-20, 2023 as Police Week in Indiana County and to call upon all citizens to make every effort to express appreciation to the men and women who are willing to sacrifice their lives to guard us and our loved ones against all who would violate the law.

### **PROCLAMATION...CORRECTIONS OFFICERS AND EMPLOYEES WEEK**

After a proclamation was read, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to proclaim the week of May 7 – 13, 2023 as National Correctional Officers Week in Indiana County and encouraged all residents to join in recognition and appreciation of the outstanding service provided by our professional Correctional Employees for the safety and welfare of our community.

### **PROCLAMATION...EMERGENCY MEDICAL SERVICES WEEK**

After a proclamation was read, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to proclaim the week of May 21 – 27, 2023 as Emergency Medical Services Week with the EMS Strong theme, EMS Week: Where Emergency Care Begins and encouraged the community to observe the week with appropriate programs, ceremonies and activities.

### **PROCLAMATION...STUTTERING AWARENESS WEEK**

After a proclamation was read, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to proclaim the week of May 8 – 13, 2023 as Stuttering Awareness Week in Indiana County and to encourage all citizens to support the stuttering community.

### **PROCLAMATION...NATIONAL TRAVEL AND TOURISM WEEK**

After a proclamation was read, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to proclaim May 7-13, 2023 as National Travel and Tourism Week in Indiana County and urged the citizens of our county to join with them in recognizing the critical role this industry plays in Indiana County.

### **PROCLAMATION...MOTORCYCLE SAFETY AWARENESS WEEK**

After a proclamation was read, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to proclaim the month of May, 2023 as Motorcycle Safety and Awareness Month in Indiana County and urged all motorists to join in an effort to improve safety and awareness on our roadways.

### **PROCLAMATION...NATIONAL BIKE MONTH**

After a proclamation was read, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to proclaim the month of May, 2023 as Bike Month in Indiana County and encouraged all county residents to consider biking, walking or transit as a healthy form of transportation and recreation.

### **GRANT APPLICATION...BUREAU OF AVIATION DEVELOPMENT PROGRAM / AIRPORT**

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve that a grant application be sent to the Bureau of Aviation for the BOA Aviation Development Program 2022 in the amount of \$75,000.00. These funds will be used to install a main hangar door at the Jimmy Stewart Airport.

### **PRIVATE PROVIDER AGREEMENTS FY 23-24 / 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 Great Expectations Day Care, Blairsville, 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.

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 IUP Research Institute-Center for Applied Psychology, 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.

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 Alternative Living Solutions, Latrobe, PA for FY 23-24 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 Outside In School of Experiential Education, Inc., Greensburg, PA for FY 23-24 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 an agreement with Adoption Connections, PA, Beaver, PA for FY 23-24 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 Families United Network, Inc., Muncy, PA for FY 23-24 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

**HIPPAA BUSINESS ASSOCIATE AGREEMENT ADDENDUM (RENEWAL FY 23-24) / CYS**

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 the HIPAA Business Associate Agreement Addendum for FY 23-24. HIPAA Privacy and Security Rules require Indiana County Children and Youth to enter into this Agreement with Avanco International, Inc. to obtain satisfactory assurances that Avanco International will appropriately safeguard all Protected Health Information that Avanco International receives from, creates or receives on behalf of Indiana County Children and Youth. The purpose of this HIPAA Business Associate Agreement Addendum is to satisfy such standards and requirements of HIPAA regulations.

**CONSULTING SERVICES ADDENDUM TO CHILD ACCOUNTING AND PROFILE SYSTEM APPLICATION SERVICE PROVIDER AGREEMENT. (RENEWAL FY 23-24) / 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 the Consulting Services Addendum for FY 23-24. This agreement allows Avanco to provide Consulting Services to CYS if requested and agreed to by Avanco. Consulting Services could include addressing new software and hardware issues unrelated to CAPS issues already covered under the agreement; advising issues related to systems; addressing technical vendor relations; systems analysis; data conversion and integration; systems administration, design and development;

business process engineering and review; application review and modifications; minor software development; report development; and training and technical knowledge transfer. The Consultant fees vary from \$54.40 to \$125.00 per hour depending on which consultant is utilized. If there is a need for consultant services, the cost will come from our IT Grant.

**CHILD ACCOUNTING AND PROFILE SYSTEM CWIS MAINTENANCE FY 23-24 (RENEWAL) / CYS**

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 the Child Accounting and Profile System CWIS Maintenance Agreement for FY 23-24. This agreement is shared by fifty-six CAPS counties. The primary intervals are itemized in sections 1.0 of this agreement. Terms of this agreement is July 1, 2023 to June 30, 2024 and the total cost is \$350,000.00. The cost has been proportionally allocated across all CAPS counties based on the number of users in each county compared to the total number of CAPS users. The cost to our county is a fixed price of \$4,291.32. This cost will be paid through the Information and Technology Grant.

**CHILD ACCOUNTING & PROFILE SYSTEM (CAPS) APPLICATIONS SERVICE PROVIDER AGREEMENT JULY 1, 2023 TO JUNE 30, 2024.(RENEWAL) / 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 Child Accounting & Profile System (CAPS) Applications Service Provider Agreement. This Application Service Provider Agreement provides CYS with 24-hr system access for up to 50 authorized users. It provides secure Client Data, backup and /or recovery of Client Data on a daily and weekly basis, and telephone support. Cost is prorated annual fee of \$37, 531.67 paid through the Information and Technology Grant.

**GRANT ACCEPTANCE...JUSTICE SYSTEM RESPONSE GRANT / DISTRICT ATTORNEY**

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to accept the Justice System Response Grant in the amount of \$500,000.00. The terms of the grant are from April 1, 2023 to September 29, 2024 and will fund a Medication Assisted Treatment Program and the Indiana County Jail.

**AGREEMENT...UNITED STATES MARSHALS SERVICE / JAIL**

A motion was made Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a 3- year agreement with the United States Marshals Service for the housing, safekeeping, subsistence and care of Federal prisoners at the Indiana County Jail at the rate of \$98.00 per day plus \$41.00 per hour for the transportation of prisoners.

**CHANGE ORDER...2KREW SECURITY & SURVEILLANCE / JAIL**

At the request of Eric Leonard, Information Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve a change order with 2KREW Security & Surveillance in the amount of \$40,260.00 for the Indiana County Jail Security Upgrade Project. This change order is due to the inaccuracies in the wire diagram booklet and well as wires being mislabeled which has caused additional work to trace out each wire to determine where it is landing.

**BIDS...BLAIRSVILLE RIVERFRONT TRAIL RESURFACING / PARKS & TRAILS**

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve the low bid received from Quaker Sales Corporation, Johnstown, PA for the resurfacing of the Blairsville Riverfront Trail in the amount of \$244,464.90. It is noted that a total of 4 bids were received. Funding is being provided by the Southwestern PA Commission via the PennDOT Transportation Alternatives Set-Aside Program.

**\$245,000 REVOLVING LOAN FUND LOAN TO KEITH SPECIALTY STORE, INC. & J. C. GRIFFITH HOLDINGS LLC / PLANNING**

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a \$245,000 term loan from the Indiana County Revolving Loan Fund (RLF) to Keith Specialty Store, Inc. & J. C. Griffith Holdings LLC for the purchase of Keith Specialty Store, Inc. from David Keith. David Keith has contributed 45 years to the business which has been operating since 1954. Jason Griffith is buying the business to keep it from closing and expand operations. Keith Specialty Store is located in Marion Center. They sell HVAC, plumbing, electrical, and other related supplies to a diverse range of commercial, residential, and industrial customers.

The interest rate will be 5.75% fixed for 120 months. The RLF funds will be leveraged by funds from the InFirst Bank and owner contribution. Keith Specialty Store will retain 7 and create 1 full-time employee over the next three years as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

**GRANT APPLICATION(S) – U.S. ECONOMIC DEVELOPMENT ADMINISTRATION – PUBLIC WORKS AND ECONOMIC ADJUSTMENT ASSISTANCE | ASSISTANCE TO COAL COMMUNITIES (ACC) INITIATIVE / PLANNING**

At the request of Byron Stauffer, Office of Planning & Development, and in collaboration with the Indiana County Development Corporation (ICDC), a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to a resolution authorizing the submission of one or more grant applications to the Economic Development Administration (EDA) under the U.S. Department of Commerce through its Public Works and Economic Adjustment Assistance (PWEAA) program. Authorization allows for Byron G. Stauffer, Jr., Executive Director, of the Indiana County Office of Planning & Development to submit the EDA grant application(s) and for Commissioner Keith to execute any forms or grant agreements as may be necessary. Also, if awarded, authorization is included to enter into Cooperation Agreements with the ICDC to implement these projects.

Mr. Stauffer explained that as was publicly announced on April 3, 2023, Homer City Generation, L.P., owner of Homer City Generating Station, informed the PJM Interconnection, L.L.C. (PJM) on March 31, 2023 that it will decommission all of its Homer City coal units, with operations winding down over the next ninety (90) days. Homer City will see tiered layoffs as a result.

EDA supports communities through its Assistance to Coal Communities (ACC) initiative. Through ACC, EDA awards funds on a competitive basis to assist communities impacted by the declining use of coal through activities and programs that support economic diversification, job creation, capital investment, workforce development, and re-employment opportunities.

Through the support of Senator Pittman and Representative Struzzi, the County and ICDC have secured \$3 million of funding through the Redevelopment Assistance Capital Program (RACP)

for capital projects at each of the ICDC's three business park sites, specifically the Corporate Campus Business Park, the 119 Business Park and the Windy Ridge Business & Technology Park. The request will be to seek Federal matching funds from EDA in support of these business park improvements for developing pad-ready sites, including grading, utility extensions and roadway improvements, for example.

Additionally, the closing of the Homer City Generating Station will have far reaching impacts throughout Indiana County and the region. Indiana County participated in the development of the Comprehensive Economic Development Strategy for Southwestern Pennsylvania, called Mapping the Future...., or commonly referred to as the CEDS, which is recognized by EDA as the Southwestern PA Plan. It is our intention to seek additional economic development and workforce development planning dollars from EDA. In total, the authorization will be to request between \$2 million and \$3 million from EDA.

**BOARD APPOINTMENT...CAREER T.R.A.C.K. BOARD OF DIRECTORS**

A motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve the reappointment of Mark Hilliard to the Career T.R.A.C.K Board of Directors; term to expire June 30, 2025.

**OTHER BUSINESS**

There was no other business.

**NEXT REGULAR MEETING...MAY 24, 2023 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, May 24, 2023 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 12:03 p.m.

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Sherene Hess, Secretary

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R. Michael Keith, Chairman