

COMMISSIONERS' MEETING MINUTES
NOVEMBER 16, 2022

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:33 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...OCTOBER 26, 2022

A motion was made by Ms. Hess, seconded by Ms. Gorman, and carried unanimously to approve the minutes of October 26, 2022.

COVID UPDATE

Thomas Stutzman reported that over the past five weeks, COVID case rates in Indiana County have remained low. The CDC's COVID-19 Community Levels, through November 10th, are in the "LOW" rate category. PADOH's weekly COVID case rates for the county have averaged 99.2 or 14.7 cases per day. There have been no significant spikes in any of the reporting areas through October and November, for Indiana County. The ongoing concern of a "Tri-Pandemic", with the combination of new COVID-19 strains, seasonal flu, and RSV has the potential to overwhelm the healthcare system. Locally we are not seeing any impact. Following the recommended "Best practices" that were used throughout the pandemic can help reduce infection rates. CDC and PADOH have reported a small increase in COVID related hospitalization rates over the last 7-days. As of November 13th, CDC reported an increase of 2.2 patients in the period and the PADOH data, report from November 9th, showed a total of four COVID patients in regional hospitals. Since the last report, one new COVID related death has been reported by PADOH, bringing the total number of COVID related deaths in Indiana County to 383. PADOH will be releasing their updated stats today at noon. CDC's COVID Community Transmission rate for almost all of Pennsylvania is in the "HIGH" Rate category. Six Counties remain at the "SUBSTANTIAL" Rate Category and three have been downgraded to "MODERATE"

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PROCLAMATION...CHILDREN'S GRIEF AWARENESS DAY

After a proclamation was read, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to proclaim November 17, 2022 as Children's Grief Awareness Day and per Hopeful Hearts, encourage individuals in the community to wear blue to show their support for grieving children in our community.

PROJECT SHARE AGREEMENT...CREEKSIDE UNITED METHODIST CHURCH / DEPT OF HUMAN SERVICES

At the request of Maureen Pounds, Department of Human Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a contract with Creekside United Methodist Church to permit the Department of Human Services and Volunteer Center to support, promote and foster volunteerism by placing them on the volunteer listing.

PRIVATE PROVIDER AGREEMENTS FY 22-23 /CYS

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve an agreement with Yaroch Counseling, Greensburg, 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.

CONTRACT AGREEMENT – CDBG-CV(III) DISCRETIONARY / 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 enter into an agreement with the Commonwealth of Pennsylvania through the Department of Community and Economic Development for the Indiana County Food Bank Warehouse Renovation Project. The total contract amount is \$690,000.00 of CDBG-CV Tranche III Discretionary funds to continue renovations at the new food bank warehouse located at 2131 Shelly Drive in White Township. The CDBG-CV(III) funds are part of the CARES Act funding that must demonstrate a direct tie or response to the Coronavirus Pandemic. The renovations at the new facility are providing a centrally located with more storage capacity to better serve the residents of Indiana County. The larger facility will permit the food bank to accept and store additional donations of food items that previously had to be declined due to a lack of available storage.

RESOLUTION AUTHORIZING DELEGATION OF SIGNING AUTHORITY CDBG-CV (III) DISCRETIONARY CONTRACT / 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 a resolution authorizing the delegation of signing authority for invoicing of the CDBG-CV(III) Discretionary Program for the Indiana County Food Bank Warehouse Renovation Project. The delegation of the signing authority is for LuAnn Zak to review and sign all invoices for the CDBG-CV(III) Discretionary contract prior to submission to the Pennsylvania Department of Community and Economic Development (DCED) for approval. The signing authority request is to comply with the Commonwealth's paperless invoicing process. The resolution includes a commitment from the Board of Commissioners to notify DCED of any changes in personnel and an acknowledgement that the ultimate responsibility of the overall management of the grants remains with the County.

CONTRACT BUDGET REVISION – 2018 CDBG INDIANA COUNTY ENTITLEMENT / 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 a budget revision for the County's 2018 CDBG Entitlement contract. The requested revision will adjust funds between the administration and the renovations activity for the Indiana County Food Bank. The revision will decrease the general administration line by \$25,000.00 from \$50,341.00 to \$25,341.00 thus increasing the Indiana County Food Bank Renovations budget line item by \$25,000.00 to \$54,717.49. The funds will assist with continuing renovations at the new food bank location.

This request also allows for Commissioner Keith to sign paperwork necessary for submission to PA DCED for final approval.

CONTRACT AWARD – INDIANA BOROUGH SOUTH 15TH STREET STORM SEWER REPLACEMENT PROJECT / PLANNING

At the request of Dave Morrow, Office of Planning & Development, and on behalf of Indiana Borough and Stiffler, McGraw & Associates, Inc., a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to enter into a contract agreement with Terra Works, Inc. from Clarion, PA for the Indiana Borough South 15th Street Storm Sewer Replacement Project, Contract No. 2021-1. The contract award request in the amount of \$841,721.00 is for the installation of approximately 494 LF of 76” x 48” HERCP Storm Sewer pipe beginning near Gompers and ending near Klondyke Ave. along South 15th Street in Indiana Borough. A total of five proposals were submitted ranging from low bid by Terra Works, Inc. of \$841,721.00 to a high bid of \$1,825,000.00. This project is being funded with Indiana Borough 2018, 2019, 2020 and 2021 CDBG Entitlement Funds.

CHANGE ORDER #1 – INDIANA BOROUGH SOUTH 15TH STREET STORM SEWER REPLACEMENT PROJECT / PLANNING

At the request of Dave Morrow, 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 approve Change Order #1 with Terra Works, Inc. on the Indiana Borough South 15th Street Storm Sewer Replacement Project. Change order #1 is to reduce the original scope of installing 494 LF of 48” x 76” HERCP pipe down to installing 243 LF of the same HERCP pipe. This reduced scope of work will decrease the contract with Terra Works, Inc. by \$349,425.00 and bring the project within budget. The revised contract with Terra Works, Inc. with approval of Change Order #1 will be \$492,296.00 and the project will be funded with the Indiana Borough 2018, 2019, 2020 and 2021 CDBG Entitlement funds.

CONTRACT AWARD-BROADBAND SERVICES

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to table the Broadband Services Contract Award until the December 21, 2022 Public Meeting. Additional time is needed to review the proposals.

RESOLUTION...ACT 67 OF 2022 TAX RESOLUTION

At the request of Matthew Budash, County Solicitor, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a resolution directing tax collector’s to waive additional charges for real estate taxes if/when the tax payer does certain things as stated in the resolution.

AUTHORIZATION TO INITIATE LEGAL PROCEEDINGS FOR THE COLLECTION OF UNPAID RENT...REDNET

At the request of Matthew Budash, County Solicitor, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve authorization to initiate legal proceedings for the collection of unpaid rent by Rednet. Rednet leases tower space from the county and has failed to pay rent.

AGREEMENT...BABST, CALLAND, CLEMENTS AND ZOMNIR

At the request of Matthew Budash, County Solicitor, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an agreement with Babst, Calland, Clements and Zomnir, PC to represent Indiana County in the David Ball Litigation.

BOARD APPOINTMENT...TRI-COUNTY WORKFORCE DEVELOPMENT BOARD

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the appointment of Laurie Kuzneski as a business representative to the Tri-County Workforce Development Board; term expires September 30, 2025.

ARPA MUNICIPALITIES FUNDING

Indiana County was the recipient of an ARPA Grant made available under the American Rescue Plan Act (ARPA) from the United States Treasury. The townships and boroughs in Indiana County were able to apply for funding from this grant.

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a grant agreement for Ernest Borough in the amount of \$105,100.00 to be used to install catch basins & storm pipe due to storm water damage.

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve a grant agreement for Grant Township in the amount of \$10,000.00 to be used for a storm water project.

ROOM RATE INCREASE...COMMUNITIES AT INDIAN HAVEN

At the request of Kim Chi, Communities at Indian Haven, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a 5% room rate increase at the Communities at Indian Haven beginning January 1, 2023.

2023 TENTATIVE GENERAL FUND BUDGET

A motion was made by Ms. Gorman, seconded by Ms. Hess, and carried unanimously to approve the tentative General Fund Budget as follows:

Opening Balance..... \$ 5,423,240
Total Revenues..... \$43,485,968
Total Expenditures.... \$48,909,208

The real estate tax will remain the same. This will allow a real-estate tax rate of 4.905 mills. .86 mills of 4.905 are applied to debt with the remaining millage of 4.045 to general operating fund.

The per capita tax was eliminated and will not be collected in 2023

2023 TENTATIVE CAPITAL FUND BUDGET

A motion was made by Mr. Keith, seconded by Ms. Hess, and carried unanimously to approve the tentative Capital Fund Budget as follows:

Opening Balance..... \$49,170
Total Revenue..... \$21,830
Total Expenditures.... \$71,000

2023 TENTATIVE LIQUID FUELS BUDGET

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the tentative Liquid Fuels Budget as follows:

Opening Balance..... \$0
Total Revenue..... \$447,655
Total Expenditures.... \$447,655

**COURTHOUSE CLOSED...THURSDAY, NOVEMBER 24, 2022 AND FRIDAY
NOVEMBER 25, 2022 THANKSGIVING DAY HOLIDAY**

Commissioner Keith announced that the courthouse will be closed on Thursday, November 24, 2022 and Friday November 25, 2022 Thanksgiving Day Holiday.

OTHER BUSINESS

Commissioner Hess announced the Public Participation Panel long range planning meeting will be held December 7, 2022 at 10:00 a.m.

Commissioner Gorman announced Light up Night and It's a Wonderful Life Parade will be November 18th beginning at 6:00 p.m.

NEXT REGULAR MEETING...DECEMBER 21, 2022 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, December 21, 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 Ms. Hess to adjourn the meeting at 11:10 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman