

COMMISSIONERS' MEETING MINUTES
NOVEMBER 20, 2024

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:31 a.m. in the Commissioners Hearing Room.

ROLL CALL

Chairman R. Michael Keith, present
Commissioner Bonni S. Dunlap, 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

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap, and carried unanimously to approve the minutes of October 23, 2024.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PROCLAMATION...CHAMBER OF COMMERCE MONTH

After a proclamation was read, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to proclaim November, 2024 as Chamber of Commerce Month in Indiana County and commended the Chamber in making Indiana County a better place to live, work, raise a family, open a business, and more.

RESOLUTION...BURNING BAN

A motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve a Resolution imposing an open burning ban for the next 30 days effective on November 22, 2024. The definition of opening burning is defined as the ignition and subsequent burning of any combustible material (garbage, leave, grass, twigs, litter, paper, vegetative matter involved with land clearing, or any sort of debris) out-of-doors in either a burn barrel or on the ground.

2025 TENTATIVE GENERAL FUND BUDGET

A motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the following Tentative General Fund Budget:

Opening Balance.....	\$66,654
Total Revenues.....	\$56,755,645
Total Expenditures.....	\$56,822,299

The real estate tax would increase by .4 mills. This will allow a real-estate tax rate of 6.105 mills. .91 mill of 6.105 are applied to debt service with the remaining millage of 5.195 to general operating fund. The increase will be approximately \$42.00 per parcel.

The per-capita tax was eliminated in 2022 and will not be collected in 2025.

2025 TENTATIVE CAPITAL FUND BUDGET

A motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the Capital Fund Budget as follows:

Opening Balance.....	\$78,220
Total Revenue.....	\$21,780
Total Expenditures.....	\$100,000

2025 LIQUID FUELS BUDGET

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve the Liquid Fuels Fund Budget as follows:

Opening Balance.....	\$0
Total Revenues.....	\$840,272
Total Expenditures.....	\$840,272

AGREEMENT...DELTA AIRPORT CONSULTANTS, INC. / AIRPORT

At the request of Rick Fuellner, Airport, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with Delta Airport Consultants, Inc. to provide professional services in the amount of \$90,000.00 for Phase I of the rehabilitation of the terminal apron and remark.

AGREEMENT...HRI, INC. / AIRPORT

At the request of Rick Fuellner, Airport, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve the agreement with HRI, Inc. in the amount of \$2,996,300.00 for the first phase of the Corporate Hanger Project.

BIDS...INDIANA COUNTY MORGUE X-RAY EQUIPMENT (111224) / CORONER

At the request of Jerry Overman, Coroner, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the only bid received from Source-Ray, Inc. in the amount of \$33,880.63 for a Portable X-Ray System with a stand.

AGREEMENT...PRIMECARE MEDICAL, INC. / JAIL

At the request of Lesley Loveridge, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve and agreement with Primecare Medical, inc. acknowledging by execution of this document that they will abide by all applicable federal and state laws and regulations governing the privacy, confidentiality, and security of patient health information, including but not limited to the privacy and security provisions of the Health Insurance Portability and accountability Act of 1996 ("HIPAA"), the American Recovery and Reinvestment Act of 2009 ("ARRA") and the Health Insurance Technology for Economic and Clinical Health Act ("HITECH Act"), as well as the regulations promulgated by the Federal Confidentiality Law, Federal Part 2 Rules and applicable state and local statutes and regulations. We also agree to abide by any new privacy

and security requirements enacted and to be enacted by the Department of Health and Human Services and/or the Substance Abuse and Mental Health Services Administration. Both parties acknowledge that we can be held directly accountable for any violations as set forth by this document.

PRIVATE PROVIDER AGREEMENTS FY 24-25 / CYS

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with William J. Carmella to provide solicitor services for the agency at the rate of \$150.00 per hour.

At the request of Vicki Weaver, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement CAI (Computer Aid, Inc.) to provide financial services to the agency

At the request of Vicki Weaver, Children & Youth Services, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve an agreement with Neveah, Greensburg, 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 Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with Adelphoi Village, Latrobe, PA for FY 24-25 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 Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with The Bair Foundation of Pennsylvania, New Willington, PA for FY 24-25 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 Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve an agreement with Family Care Services, Chambersburg, PA for FY 24-25 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 Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve an agreement with Families United Network, Muncy, PA for FY 24-25 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

GRANT APPLICATION...INDIANA COUNTY LAW ENFORCEMENT INITIATIVE / DISTRICT ATTORNEY

At the request of Meghan Foulk, District Attorney's Office, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a modification to the Indiana County Law Enforcement Initiative so that a service provider can be selected for the previously approved Digital Evidence Management System.

RESOLUTION – RE-CERTIFYING THE REVOLVING LOAN FUNDS

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess 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, *SmartMoves for a Changing Region* which is developed by the Southwestern Pennsylvania Commission and endorsed by EDA.

CHANGE ORDER #1 - YMCA OF INDIANA COUNTY LOCKER ROOM RENOVATION PROJECT – ELECTRICAL CONTRACT / PLANNING

At the request of David Morrow, Office of Planning and Development, and on behalf of the The YMCA of Indiana County and Thomas R. Harley Architects, LLC., a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve Change Order #1 in the amount of \$6,227.00 with Sheesley Electric for the YMCA of Indiana County Locker Room Renovation Project. Change Order #1 is for several items listed as follows:

1. Power extension to the newly installed pool HVAC unit installed by EASi.
2. Installation of a new ATS (Automatic Transfer Switch) unit at the existing electrical panel.
3. Floor Heat Zone Control
4. Locker room electric door and light reconfigured. Switching from motion sensor to push button control.
5. Relocation of sauna heat unit.
6. New circuits to the 5 newly installed boilers.
7. Relocate the steamer control wire in the steam room

The revised contract with Sheesley Electric will be \$116,227.00. The additional cost will be funded with a Redevelopment Assistance Capital Program Grant and YMCA funds.

CONTRACT AWARD – DIXONVILLE COMMONS BUILDING CONCRETE MASONRY WALL REPAIR PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Platinum Visual Solutions, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to enter into a contract agreement with Crane Masonry from Indiana, PA for the Dixonville Commons Building Concrete Masonry Wall Repair Project. The contract award request in the amount of \$73,250.00 is to remove the existing concrete masonry block from the top of the wall down to the steel lintels over the four shipping door openings. Walls are to be reconstructed with concrete block with 2 bond beam courses. One bond beam shall be located directly above the steel lintels and one at the top of the wall. Vertical rebar will also be placed at 24" centers and all new construction block will be grouted 100% solid with 3,000 psi grout mix. All roofing, roof capping and any interior structure affected by the demolition will be put back upon completion of the new construction. This project is being funded with Redevelopment Assistance Capital Program (RACP) funds and Platinum Visual Solutions funds.

CONTRACT AWARD – DIXONVILLE COMMONS WHITE BUILDING ROOF REPLACEMENT PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Platinum Visual Solutions, a motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to enter into a contract agreement with Byler Roofing Service from Ebensburg, PA for the Dixonville Commons White Building Roof Replacement Project. The contract award request in the amount of \$54,810.00 is to remove existing roof materials, repair any damaged wood and install a new 40-year metal roof. This project is being funded with Redevelopment Assistance Capital Program (RACP) funds and Platinum Visual Solutions funds.

GRANT APPLICATION – ARC ACCESS ROAD PROGRAM – WINDY RIDGE BUSINESS & TECHNOLOGY PARK – WHITE TOWNSHIP / PLANNING

At the request of Byron G. Stauffer, Office of Planning & Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to authorize the filing of a federal grant application to the Appalachian Regional Commission (ARC) Access Road Program in the amount of \$475,000 and to Request authorization to enter into a Cooperation Agreement with the Indiana County Development Corporation to support development of the project and also to authorize the Executive Director of the Office of Planning & Development to submit the ARC Access Road Program grant application.

The Windy Ridge Business & Technology Park – Access Roadway Projects proposes a public-private collaboration with the Indiana County Development Corporation (ICDC), a 501(c)(6) non-profit with project administration by PennDOT District-10, proposes design, permitting and construction of two access roads of approximately 550' (0.11 miles) and 300' (0.06 miles), respectively and related infrastructure to support the 210-acre Windy Ridge Business & Technology Park. When complete, these two access roads will serve five development lots totaling 55.202-acres. The Windy Ridge Business & Technology Park is strategically situated at the intersection of SR 286 and US Route 422 in White Township and is geographically located to be a regional job center to support office, manufacturing, distribution and an array of other growth industries. The ICDC has received a number of inquiries for the subject property, however the lack of adequate access roads has been challenging.

The ICDC has secured State grant funding through the PA SITES program and the Redevelopment Assistance Capital Program (RACP) that will be used as matching funds.

RESOLUTION – GRANT APPLICATION – BUTTERMILK FALLS NATURAL AREA / PLANNING

At the request of Byron G. Stauffer, Office of Planning and Development, in collaboration with Parks & Trails, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a resolution authorizing the filing of a grant application to the Pennsylvania Department of Community & Economic Development (PA DCED) under the Commonwealth Financing Authority (CFA) Local Share Account Statewide (LSA) program up \$1,000,000.00 for eligible project costs associated with the design, permitting and construction of a new entrance road to the Buttermilk Falls Natural Area. The Buttermilk Falls Natural Area is a county-owned outdoor recreation and tourism area located in West Wheatfield Township. The parcel was formerly a retreat owned by the maternal grandfather of Fred Rogers and was visited by the children's television host many times in his childhood. The site is highlighted by a

45-foot-tall waterfall accessible via a walking trail. The 48-acre park also provides hiking opportunities along the McFeely Trail, natural areas for the protection of native flora and fauna, and the remnants of the McFeely family estate.

The proposed new entrance road will link Clay Pike Road South (TR 716) to an expanded parking area in order to bypass a narrow portion of Valley Brook Road (TR 599). The new entrance road is envisioned to be 22 feet wide and approximately 1,700 feet long. To accommodate additional visitors and the resulting parking issues, the main parking area will be expanded to accommodate bus movements and will provide sufficient space for approximately 10 +/- additional vehicles.

Authorization also allows the Executive Director to submit the LSA grant application and for Commissioner Keith and Commissioner Dunlap to sign the grant agreement.

LIQUID FUELS – APPLICATION FOR COUNTY AID – CENTER TOWNSHIP / PLANNING

At the request of Byron G. Stauffer, Office of Planning & Development, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to authorize the Chief Clerk to submit the necessary Liquid Fuels funding encumbrance to PennDOT District-10 for an Application for County Aid on behalf of Center Township for an allocation of \$100,000.00 to partially offset eligible project costs for the Lucerne Mines Road Resurfacing Project. This project will leverage additional State grant funding and local matching funds and will provide proper and effective asset management of this important roadway corridor. The total estimated project costs are \$455,000.00. The proposed County Aid allocation represents approximately 22% of the total project costs.

BOARD APPOINTMENTS...CONSERVATION DISTRICT

A motion was made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve the following appointments to the Indiana County Conservation District Board:

Greg VanHorn – Farmer Director, term expires December 31, 2028
Sherene Hess, Commissioner Member, term expires December 31, 2025

BOARD APPOINTMENT...TRI-COUNTY WORKFORCE DEVELOPMENT BOARD

A motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to appoint Andrea Sheesley representing Eligible Providers Administering Adult Education & Literacy; term expires September 30, 2027.

OPIOID LITIGATION UPDATE

At the request of Matthew Budash, Solicitor, and on behalf of The National Consortium, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to voluntarily dismiss our case against Value Drug Company.

COURTHOUSE CLOSED...NOVEMBER 28 & 29, 2024 IN OBSERVANCE OF THE THANKSGIVING DAY HOLIDAY

Commissioner Keith announced the courthouse will be closed on November 28 & 29, 2024 in observance of the Thanksgiving Day Holiday.

OTHER BUSINESS

Commissioner Hess announced the purchase of the Streams Farm located in Blacklick Township as part of the Farmland Preservation Program. Both Commissioner Keith and Hess welcomed new Commissioner Bonni S. Dunlap. Chief Clerk Robin Maryai announced the statewide recount for the United States Senate will begin at 2:00 this afternoon, November 20th.

NEXT REGULAR MEETING...NOVEMBER 20, 2024 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, November 20, 2024 at 10:30 a.m. in the Commissioners' Hearing Room.

ADJOURNMENT

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

Sherene Hess, Commissioner

R. Michael Keith, Chairman