

## **COMMISSIONERS' MEETING MINUTES**

### **SEPTEMBER 10, 2025**

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 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 August 27, 2025.

#### **PUBLIC COMMENT**

Ralph Ferraro made comment regarding Constitution violations.

#### **EXECUTIVE SESSIONS**

There were no Executive Sessions.

#### **PROCLAMATION...CONSTITUTION WEEK**

After a proclamation was read, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to proclaim the week of September 17 – 23, 2025 as Constitution Week.

#### **PROCLAMATION.... SUICIDE PREVENTION WEEK**

After a proclamation was read, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to proclaim the week of September 14 – 20, 2025 as suicide Prevention Week.

#### **PROCLAMATION...RECOGNIZING NATIONAL TDM WEEK 2025**

After a proclamation was read, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to proclaim the week of September 15-19, 2025 as Transportation Demand Management (TDM) Week.

#### **COOPERATION AGREEMENT...ARIN IU28 / DEPT. OF HUMAN SERVICES**

At the request of Lisa Spencer, Department of Human Services, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to approve a Cooperation Agreement between Indiana County and ARIN IU28 for a pilot program called

Toddler Time. \$8,120 of Human Services Development Fund is being allocated to pay for the wages and benefits of the ARIN employee(s) designation to implement this program.

### **CLINICAL TRAINING AFFILIATION AGREEMENT FOR MEDICAL STUDENTS / CORONER**

At the request of Jerry Overman, Coroner, a motion as made by Commissioner Keith, seconded by Commissioner Dunlap and carried unanimously to approve a Clinical Training Affiliation Agreement for Medical Students with Indiana University of Pennsylvania. Indiana County will host students and faculty with access to appropriate resources for clinical students' education.

### **PENNDOT TEMPORARY EASEMENT AGREEMENT / PARKS**

At the request of Ed Patterson, Parks & Trails, a motion Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to approve a temporary easement to PennDOT to conduct repair work to the Route 422 Bridge which passes over the Hoodlebug trail near Divine Destiny Church. PennDOT will pay \$500 compensation for the temporary construction easement.

### **CONTRACT AWARD – DIXONVILLE COMMONS BUILDING RESTROOM PROJECT / PLANNING**

At the request of Byron Stauffer, 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 Bloxdorf Contracting from Mahaffey, PA for the Dixonville Commons Building Restroom Project. The contract award request in the amount of \$107,100 is to construct a 15' x 30' ADA compliant restroom addition in the shop area of the facility. Construction will include masonry foundation, masonry walls, wood floor joist, ceiling joist and all accessories for a complete restroom facility. Project costs will be covered by a Redevelopment Assistance Capital Program (RACP) grant and Platinum Visual Solutions funds.

### **PROFESSIONAL SERVICES AGREEMENT – INDIANA COUNTY JIMMY STEWART AIRPORT – HANGAR & PARKING LOT CONSTRUCTION / PLANNING**

At the request of Byron Stauffer, Office of Planning & Development and the Indiana County Municipal Airport Authority, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to enter into a Professional Services Agreement with Delta Airport Consultants, Inc. for Construction Administration of the Jimmy Stewart Airport Hangar and Parking Lot Project. The task order is based on a unit price and fixed fee basis at a total cost of \$305,000.00.

The scope of work includes Engineering and Architectural Construction Administration Phase Services, such as Contractor Coordination, Shop Drawing Coordination, Airport Layout Plan, Limited Resident Project Representative (Architect) and On-Call Quality Acceptance Materials Testing and Construction / Record Surveys, Airport Layout Plan Update, and Final Project Report, related to the construction of a new 100' x 120' (12,000 sq. ft.) corporate hangar for the storing of commercial and general aviation aircraft and in support of Airport operations. Funding for this Task Order will be through the Commonwealth Finance Authority Multimodal Transportation Fund (CFA MTF) grant program and Local Share matching funds.

**UTILITY SERVICES NATURAL GAS LINE EXTENSION – INDIANA COUNTY  
JIMMY STEWART AIRPORT – PEOPLES NATURAL GAS COMPANY / PLANNING**

At the request of Byron Stauffer, Office of Planning & Development and the Indiana County Municipal Airport Authority, a motion was made by Commissioner Dunlap, seconded by Commissioner Hess and carried unanimously to enter into a Utility Services Natural Gas Line Extension Agreement with Peoples Natural Gas Company to extend the main natural gas pipeline to serve the new Corporate Hangar at the Jimmy Stewart Airport. The estimated cost betterment of facilities to increase the pipeline size \$114,713.00, based on an estimated 1,980 feet and current construction pricing.

The need for the project is related to the construction of a new 100' x 120' (12,000 sq. ft.) corporate hangar for the storing of commercial and general aviation aircraft and in support of Airport operations and the intention of adding a back-up generator as well as future projects at the Airport. The Indiana County Municipal Airport Authority has approved the project scope and estimate provided by Peoples Natural Gas Company. The Indiana County Municipal Airport Authority has approved the Task Order Agreement. Funding for this Task Order will be through the Commonwealth Finance Authority Multimodal Transportation Fund (CFA MTF) grant program and Local Share matching funds.

**MEMORANDUM OF UNDERSTANDING BETWEEN INDIANA COUNTY AND THE  
INDIANA COUNTY AIRPORT MUNICIPAL AUTHORITY**

At the request of Matthew Budash, County Solicitor, a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve a Memorandum of Understanding between Indiana County and the Indiana County Airport Municipal Authority. The county and the authority agree to:

1. The County and Authority hereby agree that the Authority shall submit invoices for the Project costs to the County for payment until such time as the Authority secures funding.
2. Upon receipt of funding from Federal and State resources, the Authority shall reimburse the County for Project costs paid on its behalf by the County.

**BOARD APPOINTMENTS...TRI-COUNTY WORKFORCE DEVELOPMENT BOARD**

At the request of Robin Maryai, Chief Clerk, a motion was made by Commissioner Hess, seconded by Commissioner Dunlap and carried unanimously to appoint Ronald Bowersox, Laurie Kuzneski, Denise McQuown-Hatter, and Christina Palmer to the Tri-County Workforce Development Board; terms expire September 30, 2028.

**RESOLUTION...STATE BUDGET IMPASSE**

After a resolution was read a motion was made by Commissioner Keith, seconded by Commissioner Hess and carried unanimously to approve a resolution urging that the Governor and the Legislature should not adjourn until a budget is in place, ensuring the fiscal stability of counties and protecting our mutual constituents from undue financial strain.

**OTHER BUSINESS**

There was no other business.

**NEXT REGULAR MEETING...SEPTEMBER 24, 2025 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, September 24, 2025 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 Commissioner Dunlap, seconded by Commissioner Hess to adjourn the meeting at 11:05 a.m.

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Sherene Hess, Secretary

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Michael Keith, Chairman