

COMMISSIONERS' MEETING MINUTES
September 13, 2023

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...AUGUST 23, 2023

A motion was made by Ms. Gorman, seconded by Mr. Keith, and carried unanimously to approve the minutes of August 23, 2023.

PUBLIC COMMENT

Ralph Ferraro made public comment regarding the evasive knotweed plant.

EXECUTIVE SESSIONS

There were no Executive Sessions.

AGREEMENT...CHILD WELFARE INFORMATION SYSTEM DATA SHARING
AGREEMENT OCTOBER 23 – SEPTEMBER 2024 / CYS

At the request of Holly Moyer-George, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the Child Welfare Information System Data Sharing Agreement for FY October 2023-September 2024. This agreement establishes the terms and conditions in which the Child Welfare Information Solution will disclose and exchange certain information to the County Children & Youth Agency via one of the six approved case manages systems utilized by the 67 Children & Youth Agencies in accordance with the Child Welfare Act of 1980, the Child Abuse Prevention and Treatment Act and the Child Protective Services Law. There is no cost to the county for this agreement.

RESOLUTION – 2023 INDIANA COUNTY CDBG PROJECT SCOPE AND 3-YR PLAN /
PLANNING

At the request of David Morrow, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a resolution approving the project scope and 3-year plan of the County-wide needs priorities for the 2023 Non-Entitlement CDBG application. Indiana County will submit the Indiana County Food Bank Facility Rehabilitation project for the 2023 CDBG funds. The 2023 Indiana County Entitlement is \$285,495.00 and is due to the Pennsylvania Department of Community and Economic Development (DCED) by October 27, 2023. All citizen participation requirements for project development and selection were completed as required.

FILING RESOLUTION – 2023 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT APPLICATIONS / PLANNING

At the request of David Morrow, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to adopt a resolution authorizing the filing of the 2023 Community Development Block Grant Entitlement application to the Pennsylvania Department of Community and Economic Development (DCED) by the deadline date of October 27, 2023. The application submission includes Indiana County's CDBG Entitlement and the two entitlement communities of Indiana Borough and Center Township. The total application amount is \$590,809.00. Approval also allows Chairman Keith to sign all necessary forms to complete the application process.

CHANGE ORDER #4 – ARCHITECTURAL SERVICES INDIANA COUNTY FOOD BANK WAREHOUSE REHABILITATION PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of the Indiana County Community Action Program, Inc. (ICCAP), a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Change Order #4 for the architectural services contract with Stiffler McGraw & Associates, Inc. The change order is for services provided for the Indiana County Food Bank Warehouse Rehabilitation Project. The change order increases the contract amount by \$12,660.00 from \$153,313.00 to \$165,973.00. The change order is necessary to complete the Phase II portion of the project to address the following services:

- Plans for gas line extension and emergency generator including design of a new concrete pad, submittal review, change orders for contract and construction coordination;
- Review of pavement over excavation reduction for change order preparation and construction coordination;
- Review of solar panel installation options and cost estimate options;
- Site lighting additions;
- Cost estimate preparations for funding applications.

Phase II of the rehabilitation project is being finalized and contract close-outs are underway. Sufficient funds are available to cover the contract increase.

CHANGE ORDER #2 – INDIANA COUNTY “OBO” INDIANA BOROUGH S. 15TH ST STORM SEWER IMPROVEMENTS / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of Indiana Borough and Stiffler McGraw & Associates, Inc., a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #2 for the construction contract with Terra Works, Inc. The change order increases the contract amount by \$185,859.10 from \$492,296.00 to \$678,155.00. The change order is necessary to add 170 LF of 48” x 76” HERCP back into the project. This change is necessary to resolve a construction issue encountered early in the project. The additional work includes the demolition of a small garage addition along Church Street that is being added to the contract as part of this change order. In order to cover the additional costs, the 2021 CDBG funds allocated to Indiana Borough will be utilized for the Phase I portion of the work.

TABLE CONTRACT AWARD: CARRIAGE HOUSE AND ESSEX HOUSE REMOVAL AND DISPOSAL OF ASBESTOS MATERIALS PROJECT / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, and on behalf of the Indiana County Development Corporation (ICDC) and Stiffler-McGraw Associates, Inc., a motion was made by Ms. Gorman, seconded by Ms. And carried unanimously to table all bids received on September 1, 2023, for the Carriage House and Essex House Removal and Disposal of Asbestos Materials Project. This action is requested to allow additional time for the Engineer and ICDC to review and make recommendation of award based on the bids received.

AGREEMENT...LINK COMPUTER CORPORATION / INFORMATION SERVICES

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 contract with Link Computer Corporation to replace firewall equipment and a new wireless network. This is a 5-year lease totaling \$153,106.00.

EMA SURPLUS BIDS (090823)

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the bids for the EMA surplus equipment as follows:

Name of Bidder	Item	Amount
Mike Kosalko	Natural Gas Generator	\$35.00
Frederick Fuellner	Pallet of Emergency Lighting	\$37.00
Frederick Fuellner	Truck Bed Water Tanks	\$269.00

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...SEPTEMBER 27, 2023 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, September 27, 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 10:48 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman