

COMMISSIONERS' MEETING MINUTES
APRIL 14, 2021

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. It is noted that because the courthouse is closed during the Corona Virus Pandemic, the meeting was open to the public via Zoom.com.

ROLL CALL

Chairman R. Michael Keith, present
Commissioner Robin A. Gorman, present
Commissioner Sherene Hess, via zoom

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...MARCH 24, 2021

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of March 24, 2021.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

COVID 19 UPDATE

Commissioner Keith asked Tom Stutzman, EMA Director, to give a COVID 19 update and he reported that since the last public meeting there has been a significant increase in positive COVID cases including hospital stays and visits. He encouraged everyone to get the vaccine and there are several sites in the county where it can be distributed. All adults are now eligible to get the vaccine. Indiana County has received 53,855 doses of the vaccine, however, shots to arm is 6-8% lower compared to doses received. Efforts are continuing for distribution including home delivery of shots.

PROCLAMATION...SEXUAL ASSAULT AWARENESS MONTH

After a proclamation was read by Ms. Hess, a motion was made, seconded by Ms. Gorman and carried unanimously to proclaim the month of April, 2021 Sexual Assault Awareness Month and recognize the work done by agencies and organizations that provide services to victims and honor the survivors. Audia Boyles from the Alice Paul House thanked the Board for their continued support.

PROCLAMATION...NATIONAL TELECOMMUNICATOR'S WEEK

After a proclamation was read by Mr. Keith, a motion was made, seconded by Ms. Gorman and carried unanimously to proclaim the week of April 11 – 17, 2021 as National Telecommunicator's Week in Indiana County and honor the men and women whose diligence and professionalism keep our county and citizens safe.

AGREEMENT...KOVALCHICK CONVENTION & ATHLETIC COMPLEX / COURTS

At the request of Christy Donofrio, Court Administrator, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with the Kovalchick Convention and Athletic Complex for the use by the 40th Judicial District as a site to conduct jury selection for upcoming trials between April 26th – June 21st at the rate of \$500.00 per day.

CONTRACT...UNITED WAY OF INDIANA COUNTY / DEPARTMENT OF HUMAN SERVICES

At the request of Maureen Pounds, Department of Human Services, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a contract with the United Way of Indiana County to be included in the Volunteer Center's Outreach and Recruitment Assistance Program in order to obtain volunteer services from the Indiana County Community.

GRANT ACCEPTANCE...ADULT PROBATION AND PAROLE GRANT IN AID PROGRAM / PROBATION

At the request of Jim Decker, Probation Office, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve acceptance of the Adult Probation and Grant in Aid program in the amount of \$110,720.00. This annual award is designed to improve adult probation and parole services by providing funding to counties that offer probation services for costs that are incurred for supervision of adult offenders. There is no cost to the county to receive this funding.

GRANT APPLICATION...JUVENILE GRANT IN AID / PROBATION

At the request of Jim Decker, Probation Office, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an application for the Juvenile Services Grant. This is a renewing grant that is used to offset juvenile probation costs with a new Juvenile Justice System Enhancement Strategy designed to support the implementation of "evidence-based practices" to help achieve a balanced and restorative justice mission. There is no cost to the county to receive this funding.

GRANT APPLICATION...INTERMEDIATE GRANT PROGRAM / PROBATION

At the request of Jim Decker, Probation Office, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve that an application be submitted for the Intermediate Grant Program in the amount of \$135,000.00. This annual award is designed to improve adult probation and parole services, treatment and case management work provided by agencies in Indiana County. There is no cost to the county to receive this funding.

PROCLAMATION OF APRIL AS FAIR HOUSING MONTH IN INDIANA COUNTY

At the request of LuAnn Zak, The Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to declare April as Fair Housing Month in Indiana County. The declaration is intended to bring attention to the residents of Indiana County that it is their right to live where they want without prejudice and discrimination. It is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) to discriminate in the sale, rental, leasing and financing of housing or land to be used for the construction of housing or in the provision of brokerage services because of race, color, sex, national origin, religion, familial status (families with children), or handicap (disability, and, the Pennsylvania Human Relations Act add the additional protected classes of age, ancestry and use of guide or support animals.

RESOLUTION – FAIR HOUSING / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a Fair Housing Resolution for Indiana County and “on behalf of” (“OBO”) the Community Development Block Grant (CDBG) Entitlement communities of Indiana Borough and Burrell and Center Townships. The resolution identifies publicly how Indiana County, including the “OBO” communities, will promote, educate and aid in the enforcement of Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act), the Pennsylvania Human Relations Act, and any local laws or ordinances. The actions identified for implementation to further fair housing will include at a minimum publicizing the name and contact information of the designated Fair Housing Officer for Indiana County, including the “OBO” communities of Indiana Borough, Burrell and Center Townships,; conducting a minimum of one fair housing activity annually, and utilizing the fair housing logo on all materials dealing with housing programs.

RESOLUTION - DESIGNATION OF A FAIR HOUSING OFFICER AND COMPLIANT PROCESS / 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 adopt a resolution designating a Fair Housing Officer to comply with Federal Fair Housing Law and the Pennsylvania Human Relations Act and identify a complaint process and to designate Christina Coleman, Community Development Analyst as the Fair Housing Officer. The Fair Housing Officer designation includes the County of Indiana and Indiana County “on behalf of” Indiana Borough, Burrell Township and Center Township as designated Community Development Block Grant Entitlement Grantees. The Fair Housing Officer is available to assist any resident that believes they have been discriminated against based on the federal, state and local laws and ordinances. The duties include receiving all complaints of housing discrimination and taking the appropriate action to resolve the complaint as required. The notice of the Fair Housing Officer and compliant process will be published in the Indiana Gazette on April 15, 2021 and will be posted at www.icopd.org.

CONTRACT – OLD ERNEST MINE BUILDING DEMOLITION / 2017 CDBG/ PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to enter into a contract for engineering services with Stiffler-McGraw for the demolition and clearance of the Old Ernest Mine Building. The contract amount is for \$4,000.00 to provide services to provide bid specifications and inspection services for the demolition and clearance of the former Ernest Mine Building that was found to contain asbestos materials. Based on PA Department of Environmental Protection’s regulations regarding the removal and disposal of these materials specific measures are necessary to meet regulatory compliance. The contract services will be funded from the County’s 2017 CDBG contract.

50,000.00.00 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO ROMEO’S PIZZA, INC. D/B/A ROMEO’S PIZZERIA & MEDITERRANEAN KITCHEN / 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 \$50,000.00.00 term loan from the Indiana County CARES Act Revolving Loan Fund (RLF) to Romeo’s Pizza, Inc., d/b/a Romeo’s Pizzeria & Mediterranean Kitchen. The business is owned by Mary Beth and

Levent Akbay. All of the proceeds of this loan will solely be used as working capital to pay for critical operating expenses such as payroll, utilities, and inventory to alleviate economic injury caused by the COVID-19 pandemic disaster. The interest rate is 0.0% fixed for the term of the loan. There is no payment for the first twelve months; then 60 months of principal. The Borrower will retain 37 full-time equivalent employees as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

\$50,000.00 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO LUXENBERG'S INC. / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve a \$50,000.00 term loan from the Indiana County CARES Act Revolving Loan Fund (RLF) to Luxenberg's Inc. The company is a retail jewelry store and watch repair center that was established in 1916. All of the proceeds of this loan will solely be used as working capital to pay for critical operating expenses such as payroll, utilities, and inventory to alleviate economic injury caused by the COVID-19 pandemic disaster. The interest rate is 0.0% fixed for the term of the loan. There is no payment for the first twelve months; then 60 months of principal. The Borrower will retain 10 full-time equivalent employees as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

\$50,000.00 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO NOBLE STEIN BREWING, LLC D/B/A NOBLE STEIN BREWING COMPANY / 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 \$50,000.00 term loan from the Indiana County CARES Act Revolving Loan Fund (RLF) to Noble Stein Brewing, LLC, d/b/a/ Noble Stein Brewing Company. The Company is owned by Zack Morrow and Benjamin Harley. All of the proceeds of this loan will solely be used as working capital to pay for critical operating expenses such as payroll, utilities, and inventory to alleviate economic injury caused by the COVID-19 pandemic disaster. The interest rate is 0.0% fixed for the term of the loan. There is no payment for the first twelve months; then 60 months of principal. The Borrower will retain 2 and create 1 full-time equivalent employees as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

\$50,000.00 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO MAUDIE ENTERPRISES, INC. AKA MAUDIE'S SIXERS ENTERPRISES, INC. D/B/A MAUDIE'S SIXERS / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve a \$50,000.00 term loan from the Indiana County CARES Act Revolving Loan Fund (RLF) to Maudie Enterprises, Inc. aka Maudie's Sixers Enterprises, Inc. d/b/a Maudie's Sixers. Maudie's Sixers is a restaurant specializing in pizza and wings. All of the proceeds of this loan will solely be used as working capital to pay for critical operating expenses such as payroll, utilities, and inventory to alleviate economic injury caused by the COVID-19 pandemic disaster. The interest rate is 0.0% fixed for the term of the loan. There is no payment for the first twelve months; then 60 months of principal. The Borrower will retain 5 full-time equivalent employees as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

RESOLUTION - PENNSYLVANIA COUNCIL ON THE ARTS- CREATIVE COMMUNITIES GRANT / PLANNING

At the request of Josh Krug, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Keith and carried unanimously to approve a resolution supporting a Grant with the Commonwealth of Pennsylvania for the Pennsylvania Council on the Arts- Creative Communities Grant. The purpose of the Pennsylvania Council on the Arts' (PCA) Creative Communities Pilot Initiative is to provide multi-year funding to community-driven, arts-based development projects that serve as catalysts for livability, economic development, and community connectedness. The Office of Planning & Development and Open Spaces Creative Collective (OSCC), a newly formed group of Indiana County arts-based organizations and stakeholders, have successfully completed the application process and been selected as part of the Creative Communities Initiative. This would be a County-wide project, with the potential to impact multiple municipalities through the planned community-based arts projects and programs. Planned projects/programs include a Public Art Initiative, Local Artist Development, Public Inclusion, and further development of the OSCC, its programming and partnerships.

The program operates under a reimbursement arrangement and the County is not being asked or required to commit any cash contribution to the project. The only commitment from the County is via in-kind staff contributions from our office (ICOPD). The grant award is for up to \$12,500 for FY 20/21; \$25,000.00 for FY's 21/22, 22/23, 23/24 and \$12,500.00 for FY 24/25 (\$100,000.00 total) and the County would be pledging a minimum of \$1,250.00 for FY 20/21; \$2,500.00 for FY's 21/22, 22/23, 23/24 and \$1,250.00 for FY 24/25 of in-kind match. The required match is proposed as in-kind contributions from Office of Planning & Development staff.

GRANT AWARD AGREEMENT- PENNSYLVANIA COUNCIL ON THE ARTS- CREATIVE COMMUNITIES GRANT / PLANNING

At the request of Josh Krug, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to enter into a Grant Award Agreement with the Commonwealth of Pennsylvania for the Pennsylvania Council on the Arts- Creative Communities Grant. The Office of Planning & Development also requests the permission to execute grant agreement via the electronic portal provided by the grantor. The purpose of the Pennsylvania Council on the Arts' (PCA) Creative Communities Pilot Initiative is to provide multi-year funding to community-driven, arts-based development projects that serve as catalysts for livability, economic development, and community connectedness. The Office of Planning & Development and Open Spaces Creative Collective (OSCC), a newly formed group of Indiana County arts-based organizations and stakeholders, have successfully completed the application process and been selected as part of the Creative Communities Initiative. This would be a County-wide project, with the potential to impact multiple municipalities through the planned community-based arts projects and programs. Planned projects/programs include a Public Art Initiative, Local Artist Development, Public Inclusion, and further development of the OSCC, its programming and partnerships.

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22/23, 23/24 and \$1,250 for FY 24/25 of in-kind match. The required match is proposed as in-kind contributions from Office of Planning & Development staff.

RESOLUTION TO AUTHORIZE FILING OF A DCNR COMMUNITY CONSERVATION PARTNERSHIPS PROGRAM (C2P2) GRANT APPLICATION

At the request of Josh Krug, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to authorize the filing of an application for grant funds from the Department of Conservation and Natural Resources (DCNR)-Community Conservation Partnerships Program (C2P2) to be used for the construction phases of the Route 22 Pedestrian/Bicycle Bridge Project in Burrell, Township. The Route 22 Pedestrian/Bicycle Bridge is a \$3.3 million dollar project (\$2.7 million construction) that involves the extension the Hoodlebug and Ghost Town Trail systems across Route 22 near the Route 119- Route 22 interchange. Once constructed, the bridge will increase safety through the corridor for pedestrians and bicyclists and link together business, educational, and employment centers along the RT 22 corridor. The project will connect more than 38 miles of trail in Indiana County, allowing for future potential connections as well, such as a connection to Pine Ridge Park. The DCNR application is requesting \$230,000 in funds. The grant program requires a dollar-for-dollar match from the County which are to be secured through the administration of State, local, and private funding sources. The Planning Office requests authorizing this resolution and the signing of additional materials as specified by the program application.

MULTIMODAL TRANSPORTATION FUND GRANT AGREEMENT FOR BICYCLE AND PEDESTRIAN FACILITIES WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION (PENNDOT) / PLANNING

At the request of Josh Krug, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to approve entering into a Multimodal Transportation Fund Grant Agreement for Bicycle and Pedestrian Facilities with the Pennsylvania Department of Transportation (PennDOT) for the construction of the RT22 Pedestrian-Bicycle Bridge Project in Burrell Township. The grant agreement is for the Multimodal Transportation Fund Grant in the amount of \$1,702,344 that was awarded to the Indiana County Commissioners on December 1, 2014. The Bridge Project will extend the Hoodlebug Trail over RT22 improving the safety of the corridor and connectivity of the County's trail system and enabling future expansions and connections. The Agreement was developed by PennDOT Central Office and has been reviewed and approved by the County Solicitor, Indiana County Parks and Trails, the Project Engineer (Gibson Thomas Engineering), and County Planning staff.

ACT 13 - INDIANA COUNTY ACT 13 IMPACT FEE EXPENDITURE MODIFICATIONS / PLANNING

Byron Stauffer, Office of Planning & Development, explained that there was an examination of the thirteen criteria under Section 2314(d)(1) and a review of the current needs of the County to support various projects and initiatives eligible under the Act 13 Impact Fee, and recommended the following modification to the previously authorized expenditures for the 2011, 2012, 2013, and 2014 fiscal years.

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve for FY 2011:

Current Allocation – 2011	Proposed Modification – 2011
Criteria 11 – \$11,000.00 – of the balance held in the Act 13 Fund line item.	Criteria 9 – \$11,000.00 – Delivery of Social Services – Indiana County Community Action Program (ICCAP)

A motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve for FY 2012:

Current Allocation – 2012	Proposed Modification – 2012
Criteria 11 – \$20,024.32 – of the balance held in the Act 13 Fund line item.	Criteria 13 – \$20,024.32 – Local Planning Initiatives, specifically for the Act 167 Stormwater Management Plan

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve for FY 2013:

Current Allocation – 2013	Proposed Modification – 2013
Criteria 11 – \$26,627.25 – of the balance held in the Act 13 Fund line item.	Criteria 13 – \$26,627.25 – Local Planning Initiatives, specifically for the Act 167 Stormwater Management Plan

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve for FY 2014:

Current Allocation – 2014	Proposed Modification – 2014
Criteria 11 – \$4,000.00 – of balance held in the Act 13 Fund line item.	Criteria 9 – \$4,000.00 – Delivery of Social Services – Indiana County Community Action Program (ICCAP)
Criteria 11 – \$3,348.43 – of the balance held in the Act 13 Fund line item.	Criteria 13 – \$3,348.43 – Local Planning Initiatives, specifically for the Act 167 Stormwater Management Plan

INDIANA COUNTY ACT 13 IMPACT FEE DISTRIBUTION – 2019 / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, explained that Indiana County has received the funding notification from the Pennsylvania Public Utility Commission (PUC) of the Act 13 Impact Fee Distribution for 2019. The Act 13 Impact Fee Distribution is based on an eligibility formula utilizing a complicated series of criteria based on unconventional gas wells located in Indiana County as compared to statewide. The PUC has determined for 2019 that there are 23 eligible unconventional gas wells that are located in Indiana County. Under Section 2314(d)(1) of Act 13, Indiana County has been allocated a total of \$84,944.68 for 2019. These funds must be used for one of the thirteen criteria outlined in Act 13 under this section.

Upon an examination of the thirteen criteria under Section 2314(d)(1) and a review of the current needs of the County to support various projects and initiatives, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve the following expenditures/projects for FY 2019:

- Criteria 3 – \$15,000.00 – Funding for the Indiana County Fire Academy to assist local fire departments and first responders with training for emergency preparedness and related costs;
- Criteria 3 – \$15,000.00 – Funding for the HazMat/EMA Team 990;
- Criteria 3 – \$20,000.00 – Funding for the Public Safety Projects;
- Criteria 4 – \$13,000.00 – Funding for Farmland Preservation;
- Criteria 11 – \$21,944.68 – Capital Reserve Fund

The approval also directs and authorizes the Chief Clerk and the Executive Director of the Office of Planning & Development to report the 2019 Act 13 allocation expenditures to the PUC, as required under the Act.

BROADBAND / PLANNING

Byron Stauffer, Director of Planning & Development, gave the board and the public an update on Broadband. He stated that Congressman GT Thompson announced that Indiana County will receive \$1.5M from the Appalachian Regional Commission Power Initiative Funding for Broadband deployment. The contract from ARC has been issued and has been received by the Office of Planning & Development. The Pennsylvania Department of Economic & Development has been asked to administer the federal funds and are waiting for approval. More information will be forthcoming from the Commissioners, Senator Joe Pittman and Representative Jim Struzzi regarding deployment.

BOARD APPOINTMENT...LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the appointment of Ron Moreau, Indiana, PA to the Indiana County Local Emergency Planning Committee; term to expire February, 2023.

BOARD APPOINTMENT...CITIZEN'S ADVISORY BOARD

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the appointment of Alicia Frick, Indiana, PA to the Citizen's Advisory Board for Indiana County.

OTHER BUSINESS

Commissioner Gorman offered comment regarding the \$2T funding by the Federal Government for American Rescue Plan Funds. The county is still waiting on guidance and what criteria of how these funds can be used from the Department of Treasury. Commissioner Keith reminded the public the Governor announced that vaccines for COVID 19 are available for those 16 and up.

NEXT REGULAR MEETING... APRIL 28, 2021 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, April 28, 2021 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 11:36 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman