

COMMISSIONERS' MEETING MINUTES
DECEMBER 16, 2020

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. 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...NOVEMBER 18, 2020

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of November 18, 2020.

PUBLIC COMMENT

There was public comment from Anne Simmons, Josie Cunningham, Darcie Trunzo, David Januchek regarding the COVID-19 Pandemic and CARES Act funding.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PROCLAMATION...DR. RALPH MAY

After a proclamation was read by the Board, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to recognize Dr. Ralph May for his exceptional dedicated service to Indiana County. Dr. May was present and thanked the board for the proclamation and continued support.

EXTENSION OF MANAGEMENT SERVICES AGREEMENT...AFFINTY HEALTH SERVICES, INC. / COMMUNITIES AT INDIAN HAVEN

At the request of Denise Hatter, Director of Affinity Health Services, a motion was made by Ms. Gorman, seconded by Hess and carried unanimously to approve an Extension of Management Services until June 30, 2021. The contract is typically renewed for 5 years, however, due to extenuating circumstances of the pandemic, the contract renewal is for 6 months until such time details can be worked out.

PROVIDER AGREEMENT...INDIANA COUNTY SHERIFF'S OFFICE / DOMESTIC RELATIONS SECTION

At the request of Darren Divido, Domestic Relation Section, a motion was made by Mr. Keith, seconded by Ms. Gorman, and carried unanimously to approve a contract with the Indiana County Sheriff's Office to provide warrant services in the amount of \$100.00 per warrant serviced. The contract terms are September 1, 2020 through October 31, 2025.

COUNTY CONTINUITY OF OPERATIONS, COVID PLAN / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to promulgate and adopt the County Continuity of Operations, COVID Plan. Mr. Stutzman explained that from the beginning of the Pandemic Disaster Declaration, it was identified that there was a need to update the County's internal ability to manage operations, finances, logistics, and personnel in alternate working conditions. In previous iterations of the COOP plan was a need of updating to address deficiencies. Mr. Stutzman also thanked the department heads for their participation in development of this plan and Mission Critical Partners for their quick work in getting this plan completed in such a short time frame.

AGREEMENT...TYLER TECHNOLOGY / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement with Tyler Technology for the implementation of two products in conjunction with the 9-1-1 Center's Computer Aided Dispatch (CAD) system. The first items will add pictometry data to the current map database with CAD that will allow dispatchers to see the actual picture map in place of a center line map image. The cost for this item is \$10,000.00 with an annual recurring maintenance cost of \$2,100.00. The second item will be to procure licensing for Law Enforcement, Fire and EMS responders, regardless of device type, for a full suite of capabilities to directly interact with CAD for dispatch, response and tracking. The total onetime cost is \$41,250.00 with an annual recurring maintenance cost of \$8,663.00. The total cost of the agreement is \$54,730.00 that includes a \$3,000.00 hosting fee. All costs associated with this purchase are included in the 2021 9-1-1 budget and are recoverable from the 83% share of 9-1-1 funds.

PRIVATE PROVIDER AGREEMENTS FY 2021 / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Carol A. Patterson, M.Ed, Youngstown, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Med-Van Transport, Northern Cambria, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Jennifer Van Wieren, LPC, Indiana, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide non-placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Adelpia Village, Inc., Latrobe, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Adoption Connection PA, Beaver, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Appalachia Youth Services, Inc., Ebensburg, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Auberle, McKeesport, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve The Bair Foundation of Pennsylvania, New Wilmington, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Bethany Homes, Womelsdorf, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Children's Aid Society in Clearfield County, Clearfield, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve Diakon Child Family & Community Ministries, Topton, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Community Specialists Corporation, d/b/a The Academy, Pittsburgh, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Cornell Abraxas Group, Inc., Pittsburgh, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve George Junior Republic of Pennsylvania, Grove City, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve KidsPeace National Center, Schnecksville, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Mid-Atlantic Youth Services Corp, Pittston, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Outside/In School of Experiential Education, Inc., Greensburg, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Perseus House, Inc., Erie, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve Ward Homes, Inc., McKeesport, PA for FY 20-21 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

FILING RESOLUTIONS – 2020 - 2021 COMMUNITY DEVELOPMENT BLOCK GRANT COMPETITIVE APPLICATIONS / METZ ROAD WATER SERVICE EXTENSION AND GLEN CAMPBELL WATER STORAGE TANK REPLACEMENT / PLANNING

LuAnn Zak, Office of Planning & Development, requested that the Board of Commissioners approve the two resolutions authorizing the filing of two separate competitive applications for the 2020-21 Community Development Block Grant funds to the Pennsylvania Department of Community and Economic Development (DCED).

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve a resolution for the filing of a competitive application for Metz Road Water Service Extension. The application is requesting \$230,000.00 to complete the financial package necessary to extend the Central Indiana County Water Authority's water system. The extension will be located from State Route 954 to the intersection of Ferguson Road. The County has allocated \$ 241,000.00 of CDBG 2020 Entitlement funds and the Central Indiana County Water Authority has committed \$66,000.00. These funds will construct 5,200 linear feet of 8" PVC water line connecting thirteen residences to a permanent water supply.

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a resolution for the filing of a competitive application for the Glen Campbell Water Tank Replacement Project: The application request is for \$320,000.00 to complete the funding component necessary to replace the 100,000-gallon water storage tank in Glen Campbell

Borough. The Commissioners have contracted \$234,000.00 from the County's 2019 CDBG allocation.

It is noted that all of the required Citizen Participation requirements were completed, and no adverse comments were received. These requests also include approval for the Chairman Keith to sign all necessary forms to complete the application process. The submission deadline for the current round of competitive applications is February 3, 2021.

CONTRACT AGREEMENT – CDBG-CV INDIANA COUNTY AND INDIANA COUNTY “OBO” INDIANA BOROUGH, BURRELL TOWNSHIP, CENTER TOWNSHIP / 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 agreement with the Commonwealth of Pennsylvania for the 2020 Community Development Block Grant – CV CARES Act contract for Indiana County and Indiana County “on behalf of” Indiana Borough, Burrell Township and Center Township. The total contract amount is \$378,119.00. The funding allocation for each entitlement entity is as follows:

- Indiana County: \$166,152.00
- Indiana Borough: \$ 87,437.00
- Burrell Township: \$ 61,768.00
- Center Township: \$ 62,762.00

The contract timeline is January 27, 2020 to November 30, 2022. Approval also allows for Commissioner Keith to sign other required paperwork for contract execution.

RESOLUTION AUTHORIZING DELEGATION OF SIGNING AUTHORITY 2020 CDBG-CV PROGRAM / 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 resolution authorizing the delegation of the signing authority for invoicing of the 2020 CDBG-CV Program. The delegation of the signing authority is for LuAnn Zak to review and sign all invoices for the CDBG-CV 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 that the Board of Commissioners will notify DCED of any changes in personnel and understand that the ultimate responsibility of the overall management of the grants remain with the County.

CONTRACT MODIFICATIONS / INDIANA COUNTY “ON BEHALF OF” INDIANA BOROUGH / 2016 AND 2017 CDBG CONTRACTS / PLANNING

LuAnn Zak, Office of Planning & Development and on behalf of the Borough of Indiana, requested that the Board of Commissioners approve contract modification for each of the 2016 and 2017 CDBG contracts.

A motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve the modification of the 2016 CDBG contract eliminating the First Street Retention Pond Improvements Project and re-allocate the \$66,000.00 to the South 15th Street Storm Sewer Improvements Project.

A motion was made Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the modification of the 2017 CDBG contract eliminating the First Street Retention Pond Improvements Project and re-allocate the \$86,500.00 to the South 15th Street Storm Sewer Improvements Project.

It is noted that all Citizen Participation requirements were completed, and no adverse comments were received. These requests include approval for Chairman Keith to sign all necessary forms to complete the application process.

RESOLUTION – RE-CERTIFYING THE REVOLVING LOAN FUND PROGRAM / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to adopt a resolution re-certifying that the Indiana County Revolving Loan Funds 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, Mapping the Future: The Southwestern PA Plan which is developed by the Southwestern Pennsylvania Commission and endorsed by EDA.

\$50,000 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO RUSTIC LODGE, INC. / PLANNING

At the request of Angela Campisano, Office of Planning & Development, a motion was made by Mr. Gorman, seconded by Ms. Hess and carried unanimously to approve a \$50,000 term loan from the Indiana County CARES Act Revolving Loan Fund (RLF) to Rustic Lodge, Inc. The Rustic Lodge, Inc. is a long-established family-owned banquet facility and event center operating for the last 75 years. All the proceeds of this loan will solely be used as working capital to pay for operating expenses such as utilities, rent, and inventory to alleviate economic injury caused by 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 36 months of principal. The Borrower will retain 4 full-time equivalent employees as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

CHANGE ORDER #3 INDIANA COUNTY EDUCATION & TECHNOLOGY CENTER BUILDING PROJECT / PLANNING

Byron Stauffer, Office of Planning & Development, requested that the Board of Commissioners approve Change Order #3 on the Indiana County Education & Technology Center Building Project with Cavcon Construction Company, Greensburg, PA. Change Order #3 consists of the acceptance of four alternate bids that were requested during the Phase 1 Site Development Procurement Process and a cost deduct for paving restoration and elimination of pipe.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve the Deduct of \$4,060.81 for deleting paving restoration for a waterline install and eliminate 80 linear feet of 15” SLCPP pipe. The revised Guaranteed Maximum Price Contract with Cavcon Construction Company with approval of the above requested items will be \$1,709,369.19

Motions for the Alternate Bids are as follows:

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Phase 1 Electrical Alternate Bid #1 for \$3,570.00 for replacing 2 light poles and fixture heads across from the Indiana County Technology Center's main entrance parking area. Costs will be covered by the Indiana County Technology Center (ICTC).

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve Phase 1 Electrical Alternate Bid #2 for \$4,355.00 for 3 light poles and fixture heads next to ICTC's main entrance. Costs will be covered by the Indiana County Technology Center (ICTC).

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Phase 1 Electrical Alternate Bid #4 for \$3,000.00 for 4 light poles and fixture heads along driveway from Hamill Road up to the common parking lot area. Costs will be split between Indiana County Education & Technology Center (ICETC), Indiana County Conservation District (ICCD), and Indiana County Technology Center (ICTC);

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Phase 1 Site Asphalt Paving Alternate Bid #5 for \$4,680.00, seal and pave the driveway from Hamill Road to the corner of the Indiana County Technology Center (ICTC) building. Costs will be split between Indiana County Education & Technology Center (ICETC), Indiana County Conservation District (ICCD), and Indiana County Technology Center (ICTC).

COVID-19 COUNTY RELIEF BLOCK GRANT – DISTRIBUTIONS BY CATEGORY / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the following distributions from the General Fund as provided by the COVID-19 County Relief Block Grant through the Coronavirus Aid, Relief, and Economic Security (CARES) Act for eligible expenditures, including revenue loss, directed expenses and purchase of Personal Protective Equipment (PPE) in response to the pandemic, in the following categories:

- Nonprofit assistance programs for 501(c)(3) organizations
 - Indiana County Fair – \$50,000.00

SETTLEMENT AND RELEASE AGREEMENT...COMMUNITIES AT INDIAN HAVEN

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 Settlement and Release Agreement. A former employee of the Communities at Indian Haven filed a wrongful termination lawsuit in federal court naming the County and Communities at Indian Haven as defendants. On November 24, 2020, a mediation summit conference was held, and settlement was reached. The plaintiff will receive the amount of \$27,500 plus \$1,750.00 which is her one half share of the federal mediator's fee. Payment will release the County and the Communities at Indian Haven. These costs will be paid by PCoRP.

COUNTY APPLICATION AND AGREEMENT FOR CARES ACT GRANT FUNDS / ELECTIONS

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a County Application and Agreement for CARES Act Grant Funds in the amount of \$6,290.00. These funds will reimburse the county for costs

incurred for return postage on absentee and mail-in ballots for the November 3, 2020 General Election as was required by the Department of State.

2021 GENERAL FUND BUDGET

A motion was made by Ms. Gorman, seconded by Ms. Hess and unanimously carried to approve the following 2021 General Fund Budget:

Opening Balance	\$3,747,245
Total Revenues	\$41,482,221
Total Expenditures	\$45,229,466

The real estate tax will increase by .46 mill. This will allow a real-estate tax rate of 4.905 mills. .78 mill of 4.905 are applied to debt service with the remaining millage of 4.125 to general operating fund. The per-capita tax rate will remain at \$5.00.

2021 CAPITAL FUND BUDGET

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

Opening Balance	\$31,100
Total Revenue	\$19,900
Total Expenditures.	\$51,000

2021 LIQUID FUELS BUDGET

Mr. Keith made the motion, seconded by Ms. Gorman and unanimously carried to approve the Liquid Fuels Budget as follows:

Opening Balance	\$37,780
Total Revenue	\$549,220
Total Expenditures	\$587,000

BOARD APPOINTMENTS...CONSERVATION DISTRICT

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the appointment of Gregg VanHorn to the Conservation District Board; term will expire January 1, 2025.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve the appointment of Sherene Hess to the Conservation District Board; term will expire January 1, 2022.

Commissioner Keith thanked out going member Jason McGinnis for his service to the Conservation District Board.

BOARD APPOINTMENTS...FARMLAND PRESERVATION BOARD

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to appoint Patrick James Ackerson and J. Scott Overdorff to the Farmland Preservation Board; terms will expire December 31, 2023.

Commissioner Keith thanked outgoing members Tom McNutt and Roger George for their service on the Farmland Preservation Board.

COURTHOUSE CLOSED

Mr. Keith announced the courthouse will be closed Friday, December 25, 2020 in observance of the Christmas Day Holiday and on Friday, January 1, 2021 in observance of the New Year's Day Holiday.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...JANUARY 13, 2021 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, January 13, 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 12:06 p.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman