

COMMISSIONERS' MEETING MINUTES
DECEMBER 19, 2018

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Commissioners Hearing Room.

ROLL CALL

Chairman Michael A. Baker, present
Commissioner Sherene Hess, present

Commissioner Rodney D. Ruddock, present

Also, in attendance were Solicitor Matthew T. Budash, Chief Clerk Robin Maryai and others. Members of the news media present were Josh Widdowson, Greg Reinbold and Chauncey Ross.

PLEDGE OF ALLEGIANCE

Commissioner Baker led those present in reciting the Pledge of Allegiance to the American Flag.

APPROVE MINUTES...NOVEMBER 28, 2018

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of November 28, 2018 as submitted.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of the Special Meeting of November 28, 2018 at 6:00 p.m. This meeting was to set the salaries of the elected officials for 2020 – 2023.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

PARTNERSHIP AGREEMENT...TRI-COUNTY LOCAL WORKFORCE INVESTMENT BOARD

After Commissioner Ruddock read the following, a motion was made, seconded by Ms. Hess and carried unanimously to approve the Chief Local Elected Officials of the Counties of Armstrong, Butler and Indiana and the Career T.R.A.C.K., Inc. Partnership Agreement.

Commissioner Ruddock explained that the parties entering into this agreement agree to provide employer and job training and placement services under, the Workforce Investment Act and Workforce Innovation and Opportunity Act, regulations to the business community and residents of Butler, Armstrong, and Indiana Counties.

REPRESENTATIVE APPOINTMENT...TRI-COUNTY LOCAL WORKFORCE INVESTMENT AREA CHIEF LOCAL ELECTED OFFICIALS

Commissioner Ruddock said to make an investment in Workforce Development it takes agencies, businesses, educational institutions and government to engage in relationships to move programs forward. Indiana County has a strong educational relationship among all the partners in this program. Commissioner Ruddock introduced the following from the educational community who were present to offer support in the appointment of Jennifer Eckels as

representative appointment for Indiana County to the Tri-County Local Workforce Investment Area Chief Local Elected Officials.

Dr. Mike Driscoll, President of IUP

Dr. Tuesday Stanley, President of Westmoreland County Community College

Mr. Mike Worthington, Principal of the Indiana County Technology College

Mr. Walter Schroth, Chairman of the Indiana School District, member of the Workforce Investment Board, and Emeritus of the Challenger Program

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to appoint Jennifer Eckels as the Indiana County Representative to the Tri-County Workforce Investment Area Board.

PROCLAMATION...EMPLOYER OF THE YEAR S&T BANK

After a proclamation was read by Mr. Ruddock, a motion was made, seconded by Ms. Hess and unanimously carried to recognize S&T Bank as the 2018 Tri-County Workforce Investment Board, Inc. Employer of the Year for Indiana County and offered their personal gratitude and best wishes for the continued success. Jim Mill from S&T Bank was present to accept the proclamation.

AGREEMENT...AARON F. LUDWIG, ESQ. / COURTS

At the request of Christy Donofrio, Court Administrator, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve an agreement with Aaron F. Ludwig, Esquire to represent indigent defendants at the rate of \$40,000.00 per year. The term of the agreement is from January 1, 2019 to December 31, 2019.

GRANT AGREEMENT...INDIANA COUNTY JIMMY STEWART AIRPORT

At the request of Rick Fuellner, Airport, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to accept a Pennsylvania Department of Transportation Grant proposing State funds in the amount of \$100,000.00 for the acquisition of Airport equipment. The local share of costs for this equipment is \$25,000.00. The approval also allows the Chairman and Chief Clerk to sign all legal documents related to the project.

PRIVATE PROVIDER AGREEMENTS FY 17-18 CYS

At the request of Terrence Red, Children & Youth Services, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with Merakey Pennsylvania, Harrisburg, PA for FY 17-18 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

PRIVATE PROVIDER AGREEMENTS FY 18-19 / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve a Private Provider Contract with Preventative Aftercare, Inc., Grove City, PA for FY 18-19 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. Hess, seconded by Mr. Ruddock and unanimously carried to approve a Private Provider Contract with

Cornell Abraxas Group, Inc., Pittsburgh, PA for FY 18-19 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. Ruddock, seconded by Ms. Hess and unanimously carried to approve a Private Provider Contract with Pathways Adolescent Center, Oil City, PA for FY 18-19 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 Mr. Ruddock and unanimously carried to approve a Private Provider Contract with Professional Family Care, Johnstown, PA for FY 18-19 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

AGREEMENT...MCM CONSULTING GROUP, INC. / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve an agreement for consulting services between MCM Consulting Group, Inc. and Indiana County for the ongoing maintenance and upgrades to the recently adopted Hazard Mitigation Plan. This is a four-year agreement at the cost of \$38,000.00 payable in annual installments of \$9,500.00 and will be paid from the General Fund.

AGREEMENT...MISSION CRITICAL PARTNERS / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve an agreement with Mission Critical Partners for design and construction of a network interface between the Inter-County Regional Radio System (ICORRS) network and the new Statewide Radio system (PASTARNet). This Inter-radio frequency Subsystem Implementation (ISSI) will merge these two systems and permit sharing of end user resources across both systems. This contract is not to exceed \$126,000.00 and is funded from the Regional Project Funds received from PEMA. Indiana County will be signing this agreement on behalf of the seven (7) partner counties of ICCORS.

RECOGNITION...JOLENE BURKHARDT – APPOINTMENT AS THE KEYSTONE EMERGENCY MANAGEMENT AGENCY’S REPRESENTATIVE TO THE STATE’S 9-1-1 ADVISORY BOARD

The Commissioners recognized Jolene Burkhardt who will be appointed as the Keystone Emergency Management Agency’s (KEMA) representative to the State’s 9-1-1 Advisory board. She is replacing Mr. Todd Lake, Warren County EMA Director. Mr. Lake specifically requested that Jolene fill this position as she has been active in the quarterly board meetings and is currently a working member of the Operations Subcommittee.

JUVENILE PROBATION SERVICES GRANT AGREEMENT FY 18-19 / PROBATION

At the request of Mike Hodak, Probation, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve a grant agreement with the Commonwealth of Pennsylvania for FY 2018-2019 in the amount of \$81,668.00. This agreement provides for partial funding of Juvenile Probation Services for Indiana County.

RESOLUTION – AUTHORIZATION TO FILE THE FORMAL APPLICATION AND BUSINESS PLAN TO THE COMMONWEALTH OF PENNSYLVANIA FOR THE REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of the Alice Paul House Board of Directors, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to authorize the filing of the formal application and business plan for the Redevelopment Assistance Capital Program (RACP) to the Commonwealth of Pennsylvania. The application will formalize the \$1,750,000.00 request of RACP funds authorized for the Alice Paul House Building Project. The County will serve as the grantee and “pass through” entity for purposes of the RACP Grant. The application request is part of the \$3.75 million financial package to construct the new 16,000 square foot domestic violence shelter with the supportive services and administrative offices. This request includes approval for Commissioner Baker to sign all necessary application forms to complete the submission process.

ADOPTION OF SECTION 504 PLAN – INDIANA COUNTY / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to adopt Section 504 of the Rehabilitation Act of 1973 Plan. The Section 504 Act provides that no qualified person with handicaps shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance. The Plan was developed as required by the PA Department of Community & Economic Development for the Community Development Block Grant. However, this pertains to any and all federally funded programs and services provided by the County, at any of its facilities. The Plan includes a self-evaluation and transition plan to eliminate any identified barriers. Indiana County has designated Robin Maryai, Chief Clerk, as the Section 504 Coordinator and has an approved grievance plan for complaints of discrimination to be filed.

CONTRACT AMENDMENT – 2015 HOME PROGRAM / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to enter into a second contract amendment with the Commonwealth of Pennsylvania for the County’s 2015 HOME Program contract. The original contract stipulated that all program funds for the Housing Modification/Accessibility and Rehabilitation Program must be committed to an identified project by November 30, 2018, or the funds would be recaptured. However, in order to meet the U.S. Department of Housing and Urban Development regulation this requirement was required to be removed by the PA Department of Community and Economic Development. The amendment will require that all HOME funds be expended by the contract deadline date of August 30, 2020. The Office of Planning & Development is on track to commit and expend the \$850,000.00 of 2015 HOME Program funds by September of 2019.

2018-2019 VETERAN’S TRUST FUND GRANT APPLICATION / VETERANS AFFAIRS

At the request of Brenda Stormer, Veterans Affairs Office, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the 2018-2019 Veteran’s Trust Fund Grant Application in the amount of \$20,000.00 with a local match of \$17,807.00 which will be provided from the Housing Authority. These funds will be used to offset costs related to the Veterans Outreach Initiatives, The Veterans Providers Group, office supplies and equipment.

AGRICULTURE AND FOOD SYSTEM NEXT GENERATION INDUSTRY PARTNERSHIP GRANT APPLICATION

Commissioner Hess said agriculture plays vital role in Indiana County’s landscape, its culture and its economy. There are lot of pressures on farmers and those in agriculture and food production. There are workforce shortages, economic pressures, a growing skills gap, and extremely high farmer stress threaten long term growth of agriculture in Indiana County and across the state and nation. Commissioner Hess said an invitation was received from Dr. Scott Sheely, Special Assistant for Workforce Development at the PA Department of Agriculture to be a part of a collaborative effort to address these concerns. The first step is to send a letter of support for a program called The Next Generation Industry Partnership in Agriculture and Food Production. The grant program is through the Department of Labor and Industry and the Department of Community and Economic Development. This is an initiative through Governor Tom Wolfe’s Pennsylvania Smart Work Program. She thanked the following for also providing letters of support: Penn State Extension, Chamber of Commerce, School Districts, ARIN IU28, IUP, Indiana County Technology Center, Westmoreland Community College, Farm Bureau and Indiana County Center for Economic Operations.

Commissioner Hess made a motion to support the creation of a Next Generation Industry Partnership in Agriculture and Food Production through a letter of support from the Commissioners and from Indiana County agriculture and workforce development affiliated organizations to the North Central Workforce Development Board for the purpose of applying to the Pennsylvania State Workforce Development Board for a Next Generation (Industry Partnership) convening grant.

2019 GENERAL FUND BUDGET

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the following 2019 General Fund Budget:

Opening Balance	\$5,426,552
Total Revenues	\$39,956,700
Total Expenditures	\$45,383,252

The real estate tax will remain the same. This will allow a real-estate tax rate of 4.445 mills. .94 mill of 4.445 are applied to debt service with the remaining millage of 3.505 to general operating fund. The per-capita tax rate will remain at \$5.00.

Commissioner Baker thanked Lisa Gregersen, Financial Supervisor, for helping the Board identify areas where expenditures could be curtailed. The opening balance from display has been reduced by \$1.295 million which is significant.

2019 CAPITAL FUND BUDGET

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

Opening Balance	\$74,932
Total Revenue	\$19,068
Total Expenditures.	\$94,000

2019 LIQUID FUELS BUDGET

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

Opening Balance	\$0
Total Revenue	\$561,650
Total Expenditures	\$561,650

AGREEMENT...ELECTION SYSTEMS & SOFTWARE

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve a contract with Election Systems & Software (ES&S) to purchase an optical scan voting system in the amount of \$639,279.00. This includes 74 of the DS200 optical scanners and 74 of the ADA compliant Express Vote. This purchase also includes installation, software for programming of the elections, one (1) laptop, training days and on-site support. This contract also includes after year one (1) extended hardware warranty maintenance fees, software license, maintenance and support fees in the amount of \$227,150.00 or \$45,430.00 per year over the next five years. Currently the county pays about \$40,500 per year. The increase is about \$5,000.00 per year from previous years.

SURPLUS VEHICLE BIDS (121418)

At the request of Robin Maryai, Chief Clerk, a motion was made by Mr. Ruddock, seconded by Mr. Ruddock and unanimously carried to reject bids received for the 2011 Ford E150 Van. The bids were rejected because this vehicle still has a useful life and can be utilized for travel to meetings and conferences.

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve the high bids received for the following surplus vehicles:

<u>VEHICLE</u>	<u>HIGH BIDDER</u>	<u>AMOUNT</u>
2001 Ford Ranger	Rte 51 Auto Outlet	\$434.00
2002 Chevrolet Silverado	John Kuzemchak	\$1,735.00
2002 Chevrolet S10	Texas Auto Ranch	\$351.00
2005 Ford F150	JC Auto Sales	\$1,401.00
2006 Ford F250	JC Auto Sales	\$1,501.00
2006 Ford Escape	Texas Auto Ranch	\$351.00
2006 Ford 500	Don Huey	\$1,200.00
2006 Dodge Van	Nabeel Palla	\$351.00
2006 Chevrolet Blazer	Robert Oswald	\$600.00
2006 Jeep Liberty	Mark Olechowski	\$1,577.00

INTERGOVERNMENTAL AGREEMENT...U.S. DEPARTMENT OF JUSTICE / JAIL

A motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve an Intergovernmental Agreement with the U.S. Department of Justice to house federal prisoners at the Indiana County Jail at the rate of \$78.00 per day per inmate. If the inmate requires a trip to the hospital or other special services, the agreement allows additional payment of \$32.00 an hour for the assignment of a sheriff deputy. The Commissioners applauded the Warden, Sam Buzzinotti, for getting the contract in place. Indiana County has been identified as a facility where federal prisoners can be accommodated. Commissioner Baker said we expect to get a full

complement of 45 – 50 prisoners over the next few months. The projected revenue is about \$1.13 million a year in additional revenue that will help us offset the inherent cost of running that facility.

VEHICLE PURCHASE...TRISTAR MOTORS / JAIL

At the request of Robin Maryai, Chief Clerk, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve the purchase of a 2018 Ford Transit Van from TriStar Motors, Blairsville, PA in the amount of \$60,291.00. This vehicle will be used to transport federal prisoners.

BOARD & AUTHORITIES

A motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to appoint/reappoint the following members to boards and authorities as listed:

<u>NAME</u>	<u>BOARD</u>	<u>TERM EXPIRES</u>
Donald K. Rearick	Airport Authority	January, 2024
Harold Wood	Airport Authority	January, 2024
David Bork	Farmland Preservation Board	December 31, 2022
Jeffrey Altemus	Farmland Preservation Board	December 31, 2022
Rodney D. Ruddock	Hospital Authority	January, 2024
Curtis Ramsden	Housing Authority	January, 2024
Bernard Lockard, Sr.	Indiana County Municipal Services Authority	January, 2025
Monica Beltowski	Indiana County Municipal Services Authority	January, 2025
George Daniel Prushnok	Industrial Development Authority	January, 2024
Robert E. Salsgiver	Industrial Development Authority	January, 2024
John Somonick	Planning Commission	January, 2022
Jerry L. Pickering	Planning Commission	January, 2022
Josephine Cunningham	Planning Commission	January, 2022
Janene Maust	Redevelopment Authority	January, 2024
Thomas Falcone	Solid Waste Authority	January, 2024
John G. Cunningham	Transportation Authority	January, 2024
Carol L. Hummel	Transportation Authority	January, 2024
Jeff Cable	Uniform Construction Code Board of Appeals	January, 2024
Jerry L. Seitz	Zoning Hearing Board	January, 2022
Kimberly Rode	Armstrong Indiana Behavioral and Developmental Health Program	December 31, 2021
Mark Lapusnak	Armstrong Indiana Behavioral and Developmental Health Program	December 31, 2021
Irene Mergen	Armstrong Indiana Behavioral and Developmental Health Program	December 31, 2021

BOARD VACANCIES

Commissioner Hess announced the vacancies on the following Authorities and Commission.

- Highridge Water Authority
- Indiana County Municipal Services Authority (2 vacancies)

Planning Commission

REAPPOINTMENT OF JANIS LONG AS CHAIRMAN OF THE FARMLAND PRESERVATION BOARD

A motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to approve the reappointment of Janis Long as Chairman of the Farmland Preservation Board.

**COURTHOUSE CLOSED...DECEMBER 25, 2018 – CHRISTMAS DAY
JANUARY 1, 2019 – NEW YEAR’S DAY**

Commissioner Baker announce the courthouse will be closed on December 25, 2018 and January 1, 2019 in observance of the Christmas and New Year’s Day Holidays.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...JANUARY 9, 2019 AT 10:30 A.M.

The next regular scheduled Commissioners’ Public meeting will be held on Wednesday, January 9, 2019 at 10:30 a.m. in the Commissioners’ Hearing Room.

ADJOURNMENT

With no other business to come before the Board at this time, Commissioner Baker adjourned the meeting at 11:44 a.m.

Sherene Hess, Secretary

Michael A. Baker, Chairman