

COMMISSIONERS' MEETING MINUTES
FEBRUARY 24, 2021

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...FEBRUARY 10, 2021

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of February 10, 2021.

PUBLIC COMMENT

Mr. Keith announced anyone making public comment would be limited to 3 minutes and could only make public comment on items that require action by the board. Lynn Alvine and Darcy Trunzo made public comment regarding the public comment portion of the meeting.

EXECUTIVE SESSIONS

There were no Executive Sessions.

COVID 19 UPDATE

Commissioner Keith asked Tom Stutzman, EMA Director, to give a COVID 19 update. Mr Stutzman reported there has been a decline in hospitalizations over the last week. Indiana Regional Medical Center has been scheduling appointments and giving vaccines for the 1A group. IRMC has only received 200 vaccines over a 7-day period mainly due to weather conditions but is expected to return back to a normal pace. They are working with IRMC, IUP and PEMA to develop a vaccine site in an effort to increase vaccinations to 1,000 per day, twelve hours per day, six day per week. Only about 10 percent of the county population has been vaccinated. These numbers do not include long-term care facilities.

RESOLUTION/COOPERATION AGREEMENT – EMERGENCY SOLUTIONS
GRANT-CARES ACT PROGRAMS (ESG-CV) / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of Indiana County Community Action Program (ICCAP), a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a resolution to enter into a Cooperation Agreement with ICCAP for the Emergency Solutions Grant-Cares Act (ESG-CV2) Programs. The Cooperation Agreement defines responsibilities to carry out ESG-CV Programs. ICCAP will be the County's service provider for the ESG-CV programs providing necessary rapid re-housing services and/or homelessness prevention to assist the homeless or near homeless

residents of Indiana County. ICCAP will continue to operate and manage the emergency shelter program at the Pathway Shelter in the community of Black Lick in Burrell Township. This includes additional locations as necessary to mitigate the spread of Coronavirus by accommodating social distancing practices.

RESOLUTION – AUTHORIZATION TO FILE EMERGENCY SOLUTIONS GRANT – CARES ACT / ESG-CV2 APPLICATION / PLANNING

At the request of LuAnn Zak, Office of Planning & Development and on behalf of Indiana County Community Action Program (ICCAP) a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve a resolution to authorize the filing of the Emergency Solutions Grant - Cares Act (ESG-CV2) program application with the Pennsylvania Department of Community and Economic Development (DCED). The application requests \$108,272.00 of ESG-CV2 funding to be matched with other state and local funds provided by ICCAP. The project scope of the application includes rapid rehousing services, Homeless Management Information System data collection and administrative activities. The financial request is for eighteen months of funding assistance. Public comment was solicited from February 5th to the 23rd. No citizen comments were received. The application deadline is February 26, 2021. DCED anticipates making award announcements by the end of March 2021. Approval allows for Commissioner Keith to sign all required application forms.

CONTRACT AWARD – 2017 INDIANA COUNTY CDBG / ERNEST BOROUGH BLIGHTED PROPERTY PROJECT / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to enter into a contract with Stiffler McGraw & Associates, Inc. to conduct an asbestos survey. The amount of the contract is for \$1,700.00 to perform an asbestos survey of the Old Ernest Mine Building property prior to demolition. Additional fees will be incurred for up to 10 bulk samples at a unit rate of \$22.00 per sample. The National Emissions Standards for Hazardous Air Pollutants (NESHAP) requires an inspection of a structure for the presence of asbestos prior to demolition operations. A final report will be provided to the County in order to complete the bid specifications for the demolition project. All costs are funded through the County's 2017 CDBG contract.

\$50,000 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO STONEGATE SALON, LLC DBA INDIANA HAIR DESIGNERS / 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 term loan from the Indiana County CARES Act Revolving Loan Fund (RLF) to Stonegate Salon, LLC dba Indiana Hair Designers. Indiana Hair Designers is a salon owned by Kathy Koons. 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 and create 2 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 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO JUART BROTHERS EXCAVATING, INC. / 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 term loan from

the Indiana County CARES Act Revolving Loan Fund (RLF) to Juart Brothers Excavating, Inc. The company is owned by Jeffrey Juart and Eugene Juart, Jr. Juart Brothers Excavating provides excavating services primarily for the oil and gas industry. They also provide freight shipping and trucking services. 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 13 full-time equivalent employees as a result of these funds. The application was reviewed and approved by Revolving Loan Fund Loan Review Committee.

AGREEMENT – SOUTHWESTERN PENNSYLVANIA CORPORATION (SPC) – CEDO – CHIRP GRANT PROCESSING / PLANNING

At the request of Byron Stauffer, Office of Planning and Development, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve a contract with the Southwestern Pennsylvania Corporation (SPC) to perform professional services in its capacity as a Certified Economic Development Organization (CEDO), including processing grant applications submitted by eligible for-profit businesses under the COVID-19 Hospitality Industry Recovery Program (CHIRP) as well as required reporting and providing documentation under any audit review. Indiana County is the recipient of a \$952,241 grant through the Pennsylvania Department of Community & Economic Development as part of Act 1 of 2021 (SB 109), prime sponsored by Senator Joe Pittman, which established the CHIRP grant program for counties to then establish grant programs for eligible hospitality industry businesses that have a North American Industry Classification System (NAICS) designation within the Accommodation subsector (721) or Food Services and Drinking Places subsector (722). Eligible businesses are required to have fewer than a) 300 full-time equivalent employees; b) have a maximum tangible net worth of not more than \$15 million; c) was in operation on February 15, 2020; d) remains in operation and does not intend to permanently cease operations within one year of the date of application; e) COVID-19 has had an adverse economic impact on the business; f) experienced a 25% reduction in quarterly revenue in calendar year 2020 as compared to the same quarter in calendar year 2019; among other requirements. The CHIRP grants shall be awarded in increments of \$5,000 with a maximum up to \$50,000. The CHIRP grant applications shall be available by no later than March 15, 2021 through June 15, 2021, or funds are exhausted. Each grant awarded under the CHIRP program shall be paid by July 31, 2021. SPC may charge a fee not to exceed \$500 per completed and reviewed CHIRP grant application, which shall not be paid by the applicant. The agreement shall terminate on August 31, 2021.

The approval also allows for Commissioner Keith to sign on behalf of the Board of Commissioners and for the Executive Director of the Indiana County Office of Planning & Development to be designated liaison with SPC to coordinate local outreach along with partners of the Indiana County Center for Economic Operations (CEO).

Mr. Stauffer said any business meeting the above criteria that would like to be notified when the CHIRP grant program is available, may provide their business name, contact name, phone number, and email address, by emailing CHIRP@indianacountypa.gov or contacting the Indiana County Office of Planning & Development at 724-465-3870.

**CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING GRANT EXTENSION /
DISTRICT ATTORNEY**

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a grant extension of the Coronavirus Emergency Supplemental Funding Grant received in the District Attorney's Office from June 2021 to December 31, 2021.

**APPOINTMENT TO THE SOUTHWESTERN PENNSYLVANIA CORPORATION
LOAN REVIEW COMMITTEE**

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the appointment of Mr. C. Brett Stewart, Vice-President of CNB Bank, Indiana, PA to the Southwestern Pennsylvania Corporation Loan Review Committee.

LEASE AGREEMENT...ALICE PAUL HOUSE

As motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a Lease Agreement between the County of Indiana and the Alice Paul House. The leased premises located at 1871 Saltsburg Avenue, Indiana, PA shall be used by the Tenant as the site for a comprehensive victim services organization/domestic violence shelter. The lease is for 90 days and may continue on a month-to-month basis and shall terminate upon the transfer of legal title by the Landlord to the Tenant.

OTHER BUSINESS

Sherene reminded residents Act 1 funds are available from the rental and utility assistance grant program and Indiana County has received approximately \$5M. Commissioner Keith thanked IRMC and the Emergency Management Agency for their work during the COVID 19 vaccine distribution process.

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

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, February 10, 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 11:03 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman