

**COMMISSIONERS' MEETING MINUTES**  
**JUNE 24, 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, present via zoom

Also, in attendance were Solicitor Matthew T. Budash, Chief Clerk Robin Maryai.

**PLEDGE OF ALLEGIANCE**

Commissioner Keith led in reciting the Pledge of Allegiance to the American Flag.

**APPROVE MINUTES...JUNE 10, 2020**

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of June 10, 2020.

**PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSIONS**

There were no Executive Sessions.

**BIDS...HOODLEBUG TRAIL RESURFACING / PARKS AND TRAILS**

At the request of Ed Patterson, Parks & Trails, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the bid received from Quaker Sales Corporation in the amount of \$242,000.00 for the resurfacing of the Hoodlebug Trail Project. Bids were opened on April 9, 2020 and the low bid received from Ligonier Construction in the amount of \$217,000.00 did not meet PennDOT bidding qualifications. It is noted that only two bids were received. A notice to proceed will be issued to Quaker Sales Corporation.

**RESOLUTION/COOPERATION AGREEMENT WITH ICCAP...2020 CARES RENTAL RELIEF PROGRAM / DEPT OF HUMAN SERVICES**

At the request of Lisa Spencer, Department of Human Services, a motion was made by Ms. Hess, seconded by Ms. Gorman and unanimously carried to approve the Resolution and Cooperation Agreement with the Indiana County Community Action Program (ICCAP) to submit an application and administer the 2020 Cares Rental Relief Program. The total amount of the grant is \$25,000.00 and will provide rental relief assistance to approximately 20 – 25 families. The rent will be paid directly to the landlord and cannot be in conjunction with other monies available to those in need of assistance.

### **CHANGE ORDER #3...ALICE PAUL HOUSE BUILDING PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development, and in behalf of the Alice Paul House Board of Directors and Stiffler McGraw & Associates, Inc., a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #3 with Mid-State Construction, Inc. in the amount of \$1,325.05 for the Alice Paul House Building Project. Change Order #3 is to change from carpet to LVT tile in the two ADA client rooms and also change from wood base to rubber base throughout the entire building. The revised contract with Mid-State Construction, Inc. with approval of Change Order #3 will be \$2,394,978.81. The additional project cost will be covered from multiple available grant funds.

### **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 Fund is being operated consistent with the existing Economic Development Strategy and is 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.

### **APPLICATION SUBMISSION & CONTRACT APPROVAL – COVID-19 COUNTY RELIEF FUNDING / 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 adopt a resolution authorizing the filing of an application to the Pennsylvania Department of Community & Economic Development (DCED) through the COVID-19 County Relief Block Grant program in the amount of \$7,592,536.60. The Coronavirus Aid, Relief, and Economic Security Act (CARES) Act was signed into law on March 27, 2020, a \$2 trillion economic relief package to protect the American people from the public health and economic impacts of COVID-19. The CARES Act provides economic assistance for local governments and American workers, families, and small businesses. The Commonwealth of Pennsylvania established Act 24 of 2020, which provides \$625 million in CARES Act funding by means of block grants for counties in the commonwealth through the Department of Community & Economic Development to support COVID-19 related activities to offset the cost of direct county COVID-19 response, including purchase of Personal Protection Equipment (PPE), assist businesses, including tourism related and local municipalities, provide behavioral health and substance use disorder treatment services, fund nonprofit assistance programs, and deploy broadband to unserved and underserved areas.

This resolution allows the Planning Office Executive Director to submit the application and the Chairman, Vice Chairman and the Chief Clerk to execute the contract and all documents necessary to obtain \$7,592,536.60 of CARES Act funding through the COVID-19 County Relief Block Grant Program.

**AGREEMENT...MISSION CRITICAL PARTNERS / 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 Mission Critical Partners for the development of a County Department/Agency Wide Continuity of Operations Plan and Disaster Recovery in the amount of \$89,484.00. The cost of the agreement will be covered by the CARES Act funding.

**CHANGE ORDER #1...SALSGIVER TELECOM INC./ EMA**

Tom Stutzman, Emergency Management Agency, asked the Board to approve to change orders to the current Salsgiver Telecom, Inc. Agreement that will provide for the extension of public access broadband services in areas of no service or limited service availability.

A motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve Change Order #1 that will provide for the construction of a 9-mile extension of fiber-optic from Route 954 South in White Township along Route 56 East into Brush Valley Township. This system extension will provide for approximately 294 private customer direct connections along the path and 606 wireless users in the immediate area. The total one-time cost of this change order is \$209,091.00 with no recurring costs.

**CHANGE ORDER #2...SALSGIVER TELECOM INC. / EMA**

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Change Order #2 that will provide for access to existing fiber optic along Route 240 in Green Township with the addition of WiFi site along Route 240. This system extension will provide for approximately 359 private customers direct connected along the path and 1,477 wireless users in the immediate area. The total one-time cost of this change order is \$92,800.00 with no recurring costs.

Byron Stauffer, Office of Planning & Development commented that the funds to cover these projects will come from one of three sources: 1. Keystone Communities Grant 2. ARC Power funds or 3. Cares Act Funding.

**JAIL RADIO END USER RADIOS PURCHASE...MOTOROLA SOLUTIONS VIA BEARCOMM/STALEY COMMUNICATIONS / EMA**

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve a proposal from Motorola Solutions, via Bearcomm/Staley Communications, for the purchase of 30 APX 4000 portables, with speaker microphones, spare batteries, and rack chargers in the amount of \$93,994.00. These radios will be utilized by the Officers and Staff and the Indiana County Jail for daily communications within the facility.

**JAIL RADIO REMOTE SITE INSTALLATION...MOTOROLA SOLUTIONS / EMA**

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the proposal from Motorola Solutions for installation of a three-channel radio system expansion site at the Indiana County Jail in the amount of \$258,083.00. This system will move the jail radio communications onto

the countywide radio system and allow the jail to have an internal and external communications platform.

**AMENDMENT ONE TO UNITED TELEPHONE AGREEMENT / EMA**

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Amendment One to the United Telephone Company of Pennsylvania LLC / Century Link. This amendment is to upgrade the existing 9-1-1 telephone equipment on site at the County 9-1-1 Center. This will provide for the updates and/or replacement of all components of the Vesta Telephone system currently in use with the 9-1-1 facility and is being completed in coordination with WestCORE Partners from throughout southwestern Pennsylvania. The total cost of the project is \$259,614.04 and will be paid from 9-1-1 Funds.

**AMENDMENT TWO TO UNITED TELEPHONE AGREEMENT / EMA**

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Amendment Two to the United Telephone Company of Pennsylvania LLC / Century Link. This amendment is to upgrade the existing 9-1-1 telephone equipment at the east remote host site. The cost of this upgrade will be divided between 14 counties. Indiana County's portion is \$2,215.22 and will be paid from 9-1-1 Funds.

**BOARD APPOINTMENT...INDIANA COUNTY MUNICIPAL SERVICES AUTHORITY**

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve the board appointment of Marcia Rowe to the Indiana County Municipal Services Authority; term to expire January, 2025

**COURTHOUSE CLOSED...FRIDAY, JULY 3, 2020 INDEPENDENCE DAY HOLIDAY**

The courthouse will be closed on Friday, July 3, 2020 in observance of the Independence Day Holiday.

**OTHER BUSINESS**

Commissioner Gorman thanked those who worked tirelessly on the grants during the COVID-19 Pandemic, reminded those who have not completed their Census survey to do so, reminders will be announced to voters over the coming months regarding absentee/mail-in ballots for the General Election and the Board will continue to work on Broadband as a top priority. Commissioner Keith said a survey has been sent to the municipalities to pinpoint by road or map where broadband services are needed. Byron Stauffer announced that county businesses and residents can also complete a survey regarding broadband at [www.weneedbroadband.com](http://www.weneedbroadband.com). This survey will be used to determine where needs for broadband are. Commissioner Keith announced that the State of the County will be July 1, 2020 via the Chamber of Commerce via Zoom.

**NEXT REGULAR MEETING...JULY 8, 2020 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, July 8, 2020 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 11:08 a.m.

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Sherene Hess, Secretary

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R. Michael Keith, Chairman