

COMMISSIONERS' MEETING MINUTES
NOVEMBER 17, 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.

ROLL CALL

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

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...OCTOBER 27, 2021

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of October 27, 2021.

PUBLIC COMMENT

Anne Simmons asked the board if there is a plan to spend the Public Infrastructure Funds and will the public be given the opportunity to provide input on how the funds will be spent. The Commissioners responded that they are waiting for final verification of the provisions and are accepting recommendations from the public. The County has until 2024 to spend the funds.

EXECUTIVE SESSIONS

There were no executive sessions.

COVID 19 UPDATE

Commissioner Keith commented that the Indiana Gazette is providing the public daily updates. Commissioner Hess commented that IRMC is providing a pediatric clinic for ages 5 – 11.

MEMORANDUM OF UNDERSTANDING...PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

At the request of Jim Decker, Probation Office, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the Memorandum of Understanding between the County of Indiana and The Pennsylvania Commission on Crime and Delinquency. PCCD has partnered with qualified researchers from Indiana University of Pennsylvania to perform a no-cost study on behalf on of the county to examine the recidivism rates of the county adult probation/parole population.

ROOM RATE INCREASE...COMMUNITIES AT INDIAN HAVEN

At the request of Kim Chi, Communities at Indian Haven, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a 2% room rate increase for 2022 at the Communities at Indian Haven.

INTERGOVERNMENTAL TRANSFER AGREEMENT (IGT)...PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES / COMMUNITIES AT INDIAN HAVEN

At the request of Kim Chi, Communities at Indian Haven, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the Intergovernmental Transfer Agreement (IGT). This agreement provides for intergovernmental transfers of funds to DHS in order to provide the non-federal share of Medical Assistance payments to the Communities at Indian Haven.

AGREEMENT AMENDMENT...KEEFE COMMISSARY NETWORK LLC. / JAIL

At the request of Hayden Pierce, County Jail, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve an agreement amendment with Keefe Commissary Network. Under the agreement the jail will be provided with new equipment for the inmates; term of the agreement is through January 31, 2027.

\$50,000 CARES ACT REVOLVING LOAN FUND (CARES ACT RLF) LOAN TO CLARK METAL PRODUCTS CO. / 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 Clark Metal Products Co. Clark Metal is a contract manufacturer of precision sheet metal, founded in 1952 and located in Blairsville. 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 76 full-time equivalent employees as a result of these funds. The application was reviewed and approved by the Revolving Loan Fund Loan Review Committee.

CONTRACT AWARD – GLEN CAMPBELL WATER SYSTEM IMPROVEMENT PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development, and on behalf of Glen Campbell Borough and The EADS Group, Inc., a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to enter into a contract agreement with SE Construction Group, LLC from Marion Center, PA for the Glen Campbell Water System Improvement Project Contract 2021-01. The contract award request in the amount of \$1,224,009.80 is for the construction of a new 100,000 gallon water storage tank, piping, major plant upgrades, pumps, filters and 6” waterline installations. A total of five proposals were submitted ranging from low bid by SE Construction Group, LLC of \$1,224,009.80 to a high bid of \$1,699,470.00. This project is being funded with 2019 CDBG Entitlement Funds and PennVest Funds.

CONTRACT AWARD –OLD ERNEST MINE OFFICE BUILDING DEMOLITION PROJECT / PLANNING

At the request of David Morrow, Office of Planning & Development and on behalf of Stiffler McGraw & Associates, Inc., a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to enter into a contract agreement with Marsh Contracting, LLC, from Indiana, PA for the Old Ernest Mine Office Building Demolition Project. The contract award request in the amount of \$19,500 is for the demolition of the Old Ernest Mine Office Building on First Street in the Borough of Ernest. A total of five proposals were submitted ranging from low bid by Marsh Contracting, LLC of \$19,500 to a high bid of \$74,223.00. This project is being funded with 2017 CDBG Entitlement Funds.

REVISED FILING RESOLUTION - COMPETITIVE CDBG-CV APPLICATION / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Ms. Hess, seconded by Ms. Gorman and unanimously carried to adopt a revised resolution authorizing the filing of a competitive Community Development Block Grant -CV application to the Pennsylvania Department of Community and Economic Development. Upon receipt of project costs estimates the application amount requested was increased from \$1 million to \$2 million. The application submission is requesting \$2 million of CDBG-CV funds to extend broadband services into eligible low-moderate income areas of Indiana County. The extension of broadband services to unserved and/or underserved areas of the County meets the guidelines of the CDBG-CV funds as it pertains to coronavirus response, preparation and prevention. Approval also allows for Chairman Keith to sign all necessary forms to revise the completed application.

2022-2026 TAX COLLECTOR BONDS

At the request of Robin Maryai, Chief Clerk, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the proposal from CCAP for the 2022-2026 Tax Collector Bonds in the amount of \$54,345.00. The cost is prorated between the County, Township/Borough and School Districts.

BOARD APPOINTMENTS...CONSERVATION DISTRICT

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to appoint Janis Long as Public Director for the Conservation District; term to expire January 1, 2026.

A motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to appoint Craig Andrie as Farmer Director for the Conservation District; term to expire January 1, 2026.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to appoint Sherene Hess as Commissioner Member for the Conservation District; term to expire January 1, 2023.

2022 TENTATIVE GENERAL FUND BUDGET

A motion was made by Mr. Keith, seconded by Ms. Gorman, and carried unanimously to approve the tentative General Fund Budget as follows:

Opening Balance.....\$ 4,216,880
Total Revenues..... \$41,975,089
Total Expenditures....\$46,191,969

The real estate tax will remain the same. This will allow a real-estate tax rate of 4.905 mills. .70 mills of 4.905 are applied to debt with the remaining millage of 4.205 to general operating fund.

The per capita tax will be eliminated and not collected in 2022.

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

Opening Balance..... \$30,970
Total Revenue..... \$20,030
Total Expenditures.... \$51,000

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

Opening Balance..... \$0
Total Revenue..... \$367,896
Total Expenditures.... \$367,896

COURTHOUSE CLOSED...NOVEMBER 25 & 26, 2021 THANKSGIVING DAY HOLIDAY

Commissioner Keith announced that the courthouse will be closed November 25 and 26, 2021 in observance of the Thanksgiving Day Holiday.

OTHER BUSINESS

The It's a Wonderful Life parade and tree lighting will be held on November 19th at 7:00 p.m.

NEXT REGULAR MEETING... DECEMBER 15, 2021 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, November 17, 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 11:17 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman