

**COMMISSIONERS' MEETING MINUTES**  
**NOVEMBER 18, 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

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 28, 2020**

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of October 28, 2020.

**PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSIONS**

There was an executive session held on October 28, 2020 at 11:30 a.m. to discuss a personnel related matter pertaining to compensation of vacation and retirement benefits.

**TENTATIVE AGREEMENT...PSSU/SEIU LOCAL 668 (COMMISSIONERS RESIDUAL)**

At the request of Melissa Miller, Assistant Chief Clerk / Director of Human Resources, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a tentative agreement with PSSU/SEIU Local 668 (Commissioners Residual). This includes 30 employees in the Children & Youth, Planning and Tax Assessment. The contract will begin April 6, 2020 through December 31, 2023 and includes wage adjustments of 4% in 2020 and 2.5% in 2021, 2022, and 2023. There will be a 7% cap on insurance premiums, therefore if the premiums go in excess of 7% the parties will be required to modify benefits to be within the cap. The sick leave buyout upon retirement with the county will be increased from \$15.00 to \$20.00 per day.

**MEMORANDUM OF UNDERSTANDING...UMWA (JAIL SERGEANTS)**

At the request of Melissa Miller, Assistant Chief Clerk / Director of Human Resources, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve a Memorandum of Understanding for the Sergeants at the Jail. The Sergeants shall be governed by the Correctional office package and shall be paid 10% per hour above the Correctional officer

base rate. This Memorandum is subject to the “Meet and Discuss” provisions of Act 195. Terms of the agreement is January 1, 2020 through December 31, 2023.

**AMENDMENT #6...FEDERAL ENGINEERING / EMA**

At the request of John Pividori, Emergency Management Agency, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Amendment #6 with Federal Engineering in the amount not to exceed \$20,000.00. The County maintains this agreement with Federal Engineering to assist with lease agreements and engineering for non-public safety use of the county facilities.

**CONTRACT EXTENSION...SALSGIVER, LLC / EMA**

John Pividori, Emergency Management Agency, explained that Indiana County began working with Salsgiver, Inc. as part of the Indiana/Armstrong County development of a regional fiber optic network, primarily for transport of Public Safety Radio traffic among the 28 tower sites, two 9-1-1 Centers and the Region 13 ESINet. On December 31, 2020, the agreement with Armstrong County and Salsgiver, Inc. will end. With the end of the Armstrong County / Salsgiver, Inc. Agreement, ESINet partners in Southwestern Pennsylvania are seeking surety that Indiana County will continue to provide the vital link for redundant connectivity of the regional shared systems including Radio Networks; Business Phone System, NG9-1-1 Phone Systems, Video Conferencing, Disaster Recovery for EMA Operations, etc.

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Addendum #1 Access License agreement to permit Salsgiver, Inc. to operate and provide a Community Antenna Television Service within Indiana County. Terms of the agreement are from June 8, 2021 to June 8, 2041.

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Addendum #1 Transport Agreement to permit Indiana County to lease dark fiber from Salsgiver, Inc. Terms of the agreement are from June 8, 2021 to June 8, 2041.

**BUDGET MODIFICATION – 2019 EMERGENCY SOLUTIONS GRANT (ESG) / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, and on behalf of ICCAP, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Budget Modification #1 for the 2019 ESG contract. The requested modification will reflect adjustments to program costs between the approved budget line items. The modification will adjust the budget line items as follows:

- Decrease the Financial Assistance line by \$3,000.00 from \$16,216.00 to \$13,216.00.
- Decrease the Housing Services line by \$9,000.00 from \$37,516.00 to \$28,216.00.
- Increase the Rental Assistance line by \$13,750.00 from \$90,000.00 to \$103,750.00.
- Decrease the HMIS line by \$1,450.00 from \$3,826.00 to \$2,376.00.

The requested budget adjustments are due to the impacts from the COVID-19 pandemic.

**CHANGE ORDER #1 – JOSEPHINE SEWER SYSTEM INFILTRATION PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Burrell Township Supervisors, Burrell Township Sewer Authority and Stiffler McGraw & Associates, Inc., a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Change Order #1 with DJ Wisor & Sons in the amount of \$29,759.20 on the Josephine Sewer System Infiltration Project. Change Order #1 is for the final balancing of quantities that went into the project. The net effect is a deduction to the contract. The revised contract with DJ Wisor & Sons will be \$160,430.80.

**CHANGE ORDER #EC-03 ALICE PAUL HOUSE BUILDING PROJECT / PLANNING**

At the request Dave Morrow, Office of Planning & Development, and on 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 #EC-03 with Electrical Contractor Mashan, Inc. in the amount of \$1,800.00 on the Alice Paul House Building Project. Change Order #EC-03 is to furnish and install 1 square D 125 amp breaker and an I-Line Panel for the elevator. The net effect is an addition to the current contract. The revised contract with Mashan, Inc. will be \$418,775.00. The additional project cost will be covered from various available grant funds.

**CHANGE ORDER #GC-05 – ALICE PAUL HOUSE BUILDING PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Alice Paul House Board of Directors and Stiffler McGraw & Associates, Inc., a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve Change Order #GC-05 with General Contractor Mid-State Construction, Inc. in the amount of \$715.66 on the Alice Paul House Building Project. Change Order #GC-05 is to change plastic laminate vanity tops to solid surface tops and to also delete a fire hydrant from their contract. The net effect is a deduction to the current contract. The revised contract with Mid-State Construction, Inc. will be \$2,392,257.28.

**CHANGE ORDER #MC-02 – ALICE PAUL HOUSE BUILDING PROJECT / PLANNING**

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Alice Paul House Board of Directors and Stiffler McGraw & Associates, Inc., a motion was made by Ms. Hess, seconded by Mr. Keith and carried unanimously to approve Change Order #MC-02 with Mechanical Contractor MARC Service, Inc. in the amount of \$1,050.00 on the Alice Paul House Building Project. Change Order #MC-02 is to eliminate concrete equipment pads from their contract. The net effect is a deduction to the current contract. The revised contract with MARC Service, Inc. will be \$403,354.00.

**PRIVATE PROVIDER AGREEMENTS...DOMESTIC RELATIONS SECTION**

At the request of Darren Divido, Domestic Relations Section, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with ASAP

Court Reporting to provide court reporting services for appeal hearings. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with the Indiana County Sheriff's Office to provide security at the DRS located at 280 Indian Springs Rd. The contract allows for reimbursement at prevailing wage and benefits for 1.5 deputies. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve an agreement Kate and Friends Cleaning to provide cleaning at the DRS Office 1 day per week at the rate of \$365.05 per month. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve an agreement with Matthew Budash to provide Permanent Hearing Officer services at the rate of \$100.00 per hour. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Anthony Sottile to provide Permanent Hearing Officer services at the rate of \$100.00 per hour. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a Substitute Permanent Hearing Officer agreement should Mr. Budash or Mr. Sottile cannot serve due to scheduling or a conflict of interest at the rate of \$100.00 per hour. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve an agreement with John Pisano to provide constable services at the rate of \$100.00 per warrant served. Term of the contract is from October 1, 2020 to September 30, 2025.

At the request of Darren Divido, Domestic Relations Section, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement with Frederick Yarnick to provide constable services at the rate of \$100.00 per warrant served. Term of the contract is from October 1, 2020 to September 30, 2025.

#### **PRIVATE PROVIDER AGREEMENTS FY 20-21 / 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 Beacon Day Care, Inc., 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 Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve The Care Center of Indiana County, 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. Hess, seconded by Ms. Gorman and carried unanimously to approve Preventative Aftercare, Inc., Grove City, 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. Hess, seconded by Ms. Gorman and carried unanimously to approve Stay N' Play Daycare, 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. Hess, seconded by Ms. Gorman and carried unanimously to approve Diversified Treatment Alternative Centers, LLC, Milton, 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 Family Care Services, Inc., Chambersburg, 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 Family Pathways, Butler, 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 Harborcreek Youth Services, Harborcreek, 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 Keystone Adolescent Center, Greenville, 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 Madison Adoption Associates, Boothwyn, 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 Merakey, Harrisburg, 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 Pathways Adolescent Center, Oil 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 Taylor Diversion Programs, Inc., Tionesta, 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 The Children's Institute of Pittsburgh, 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 The Summit 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.

**2021 GENERAL FUND BUDGET**

Commissioner Keith said they knew coming into office in January there would be difficulties they would be faced with the 2021 budget. During the process early in the year the board visited every part of the budget for many hours and days with Robin Maryai and Lisa Gregersen. They have asked the departments to make cuts, and we restructured debt. They had to find monies to provide construction costs that the county did not have coming into the year for the Westmoreland County Community College and the Challenger Program. Through COVID, the county experienced huge revenue losses that we will not recover. Commissioner Keith thanked his colleagues, Commissioner Office staff and department heads in helping get this budget to where we are today. Commissioner Gorman also commented that all the union contracts were negotiated in 2020 as well.

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

Opening Balance . . . . .	\$3,690,222
Total Revenues . . . . .	\$41,482,221
Total Expenditures . . . . .	\$45,172,443

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 tentative Capital Fund Budget as follows:

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

**2021 LIQUID FUELS BUDGET**

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

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

**BOARD APPOINTMENTS...PARKS & TRAILS COMMISSION**

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve the reappointments of Laurie Lafontaine and Timothy Kronenwetter to the Parks & Trails Commission; terms will expire August, 2025.

**COURTHOUSE CLOSED...THANKSGIVING DAY HOLIDAY**

Mr. Keith announced the courthouse will be closed on Thursday and Friday, November 26 and 27, 2020 in observance of the Thanksgiving Day Holiday.

**OTHER BUSINESS**

There was no other business.

**NEXT REGULAR MEETING...DECEMBER 16, 2020 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, December 16, 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 11:11 a.m.

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Sherene Hess, Secretary

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R. Michael Keith, Chairman