

**COMMISSIONERS' MEETING MINUTES**  
**NOVEMBER 28, 2018**

Commissioner Chairman Michael A. Baker called the regular meeting of the Indiana County Commissioners to order at 10:30 a.m. in the Courtroom #1.

**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 and Chauncey Ross.

**PLEDGE OF ALLEGIANCE**

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

**APPROVE MINUTES...NOVEMBER 14, 2018**

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the minutes of November 14, 2018 as submitted.

**PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSIONS**

There were no Executive Sessions.

**PROCLAMATION...STINGER CROSS COUNTRY DAY**

After a proclamation was read by each Commissioner, a motion was made by Ms. Hess, seconded by Mr. Ruddock and unanimously carried to acknowledge and congratulate the outstanding achievements of the 2018 Marion Center girls' Cross Country Team and recognized that all of its members have brought great credit upon themselves and their school, and have made all of Indiana County especially proud to have been a part of the experience they made possible.

There was a short recess so that pictures could be taken.

**PROCLAMATION...100 YEARS OF GROWING CHRISTMAS TREES IN INDIANA COUNTY**

After a proclamation was read by Mr. Ruddock, a motion was made, seconded by Ms. Hess and unanimously carried to join the Indiana County Christmas Tree Growers' Association in recognizing this historic milestone of "100 Years of Growing Christmas Trees in Indiana County" and urged the citizens of Indiana County to join in this special observance.

**PRESENTATION...FINAL REPORT FROM SUSTAINABLE ECONOMIC DEVELOPMENT TASK FORCE**

Commissioner Hess explained that the Sustainable Economic Development Task Force started with a petition from concerned and committed individuals in our community. They were concerned about the changes we were going through...declining populations, loss of

manufacturing jobs and poverty. They said what can we do? How can we get growth in our economy? How can we plan for growth in our rural areas? These discussions led to a Sustainability Summit in April. After the summit they said let's talk to the County Commissioners and they asked the Commissioners to begin a task force that would look at opportunities in renewable energy economy and to look at the agriculture sector. Agriculture is so important to this county and we want to help it come into the 21<sup>st</sup> century. The task force was launched and started to identify strategies and initiatives for local economic development. Indiana County is not the same as the city and the suburbs. We need to be specific and identify opportunities in renewable energy sustainable, agriculture, building construction and renovations and environmental restoration and stewardship. They also looked at economic development, citizen education and workforce development. She said after a long journey there is a final report.

Tina Purdue, on behalf of the Indiana County Sustainable Economic Development Task Force, asked that the Commissioners accept the report developed at the out come of many meetings. The task force developed recommendations in this report and also generated other results that can be completed by a written doctrine. Indiana County is gaining reputations as the first rural county in Pennsylvania to create a partnership of government, business and community in pursuit of sustainable economic development and is attracting attention state wide. The task force is attracting financial support from groups and individuals in the community. The task force has developed dozens of technical recommendations for economic development, workforce development, citizen education in focus group areas of construction, agriculture, renewable energy and environmental restoration and stewardship.

Cindy Rogers said the report is combination of all the information that was accumulated over the last year. She said what has been accomplished so far is just the beginning. The task force is asking the board to support continuing the task force and by doing so they want to pull in more partners, attract more funding and prioritize and act on our recommendations. We want to make sure that this report doesn't just sit on a shelf and what is being recommended happens. The Task Force makes the following recommendations:

1. To continue the mission of the Task Force – specifically to work with County and Municipal planners to prioritize, determine feasibility, and seek out sources of funding for the recommendations in the current report.
2. To establish an entity, such as an Office of Sustainability, to be overseen by a board of directors, and charged with partnering businesses, agencies, and institutions to implement the recommended actions.
3. To continue the Summit on Sustainable Economic Initiatives as an annual event.
4. To incorporate recommendations from this report into the long-range Indiana County Economic Development/Work Force Development Plan.
5. To support ongoing efforts to improve broadband across Indiana County to allow Indiana County to be economically competitive and to allow for quality of life for our citizens.

Commissioner Baker said the report is full of great of information and a lot of work went into the report. A motion was made by Mr. Ruddock to accept the report from the committee. Commissioner Hess seconded the motion and was approved unanimously.

### **PRIVATE PROVIDER AGREEMENTS FY 18-19 / 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 The Children's Aid Home Programs of Somerset County, Inc., Somerset, 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 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 Vision Quest National Ltd., South Mountain, PA for FY 18-19 to provide services to Children & Youth Services and Juvenile Probation on an as needed basis. They provide placement services.

### **9-1-1 STATEWIDE INTERCONNECTIVITY FUNDING GRANT AGREEMENT / 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 the Statewide Interconnectivity Funding Grant Agreement in the amount of \$242,622.82. These funds are to be used to offset the general fund budget for equipment and services that are part of the regionalization efforts for 9-1-1.

### **AGREEMENT AMENDMENT #3...FEDERAL ENGINEERING, INC. / EMA**

At the request of Tom Stutzman, Emergency Management Agency, a motion was made Ms. Hess, seconded by Mr. Ruddock and carried unanimously to approve Amendment #3 with the contract with Federal Engineering, Inc. in the amount of not to exceed \$10,000.00 annually. The County maintains an agreement with Federal Engineering, Inc. to assist with lease agreements and engineering for non-public safety use of the county facilities. Over the past several years, Federal Engineering, Inc. has assisted with the various site leases.

### **RESOLUTION AUTHORIZING DELEGATION OF SIGNING AUTHORITY CDBG AND HOME PROGRAMS / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development asked the Board approve the six resolutions authorizing the delegation of signing authority for invoicing of the CDBG and HOME Programs for all of the County's open contracts. The delegation of signing authority is for LuAnn Zak to review and sign all invoices for the CDBG and HOME contracts prior to submission to the Pennsylvania Department of Community and Economic Development (DCED) for approval. The request is part of the County's participation in the Commonwealth's focus group for a paperless invoicing process. A separate resolution is required for each of the five open CDBG contracts and the one open HOME contract as follows:

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the resolution for 2013 CDBG Contract number C000057332.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the resolution for 2014 CDBG Contract number C000061755.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the resolution for 2015 CDBG Contract number C000064338.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the resolution for 2016 CDBG Contract number C000066179.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the resolution for 2017 CDBG Contract number C000067299.

A motion was made by Mr. Ruddock, seconded by Ms. Hess and unanimously carried to approve the resolution for 2015 HOME Contract number C000065784.

It is noted that the Commissioners agree to notify DCED of any changes in personnel and understand that the ultimate responsibility of the overall management of the grants remain with the County.

**MODIFICATION REQUEST – 2016 CDBG “ON BEHALF OF” BURRELL TOWNSHIP / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a modification to the 2016 CDBG contract on behalf of Burrell Township. The Burrell Township Supervisors have requested that the Campbells Mill / Falling Run Road Water Line Extension activity be eliminated from the contract and the Josephine Sanitary Sewer activity be added. The amount of the funds to be de-obligated from the Campbells Mill / Falling Run Road activity and re-allocated to the Josephine Sanitary Sewer activity is \$71,000.00. This request is due to the inability to proceed with the waterline extension due to an unresolved issue between the Burrell Township Supervisors and the Highridge Water Authority. The required citizen participation requirements to undertake this modification have been completed and no adverse comments were received. The request includes approval for Commissioner Baker to sign all required documents to complete the modification process as required by PA DCED.

**MODIFICATION REQUEST – 2017 CDBG “ON BEHALF OF” BURRELL TOWNSHIP / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a modification to the 2017 CDBG contract on behalf of Burrell Township. The Burrell Township Supervisors have requested that the Campbells Mill / Falling Run Road Water Line Extension activity be eliminated from the contract and the Josephine Sanitary Sewer activity be added. The amount of the funds to be de-obligated from the Campbells Mill / Falling Run Road activity and re-allocated to the Josephine Sanitary Sewer activity is \$70,000.00. This request is due to the inability to proceed with the waterline extension due to an unresolved issue between the Burrell Township Supervisors and the Highridge Water Authority. The required citizen participation requirements to undertake this modification have been completed and no adverse comments were received. The request includes approval for Commissioner Baker to sign all required documents to complete the modification process as required by PA DCED.

**MODIFICATION REQUEST – 2017 CDBG “ON BEHALF OF” CENTER TOWNSHIP / PLANNING**

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Ruddock, seconded by Ms. Hess and carried unanimously to approve a modification to the 2017 CDBG contract on behalf of the Center Township Supervisors. The requested modification will

eliminate the proposed Entry Road Storm Sewer and Street Improvements activity that was originally funded for \$20,000.00. The funds will be re-allocated to the existing 4<sup>th</sup> Street Storm Sewer and Street Improvements project. This will increase the 2017 allocated amount from \$53,000.00 to \$73,000.00. The modification is necessary to cover the budget shortfall. The original estimate for the work was \$128,000.00 and the lowest bid received in September was approximately \$200,000.00. Due to the funding gap the Supervisors decided to eliminate the Entry Road work until a later date with the re-allocation of the 2017 funds and allocated the 2018 CDBG funds for the proposed work. It is anticipated that the project will be re-bid in early 2019 when the 2018 CDBG contract is finalized. The request includes approval for Commissioner Baker to sign all required documents to complete the modification process as required by PA DCED.

**BOARD APPOINTMENT...CONSERVATION DISTRICT BOARD**

A motion was made by Ms. Hess, seconded by Mr. Ruddock and carried unanimously to appoint J. Scott Overdorff as a Farmer Director to the Conservation District Board; term to expire January 1, 2023.

**BOARD APPOINTMENT...CONSERVATION DISTRICT BOARD**

A motion was made by Ms. Hess, seconded by Mr. Baker and carried unanimously to appoint Rodney D. Ruddock as a Commissioner Representative to the Conservation District Board; term to expire January 1, 2020.

**2019 GENERAL FUND BUDGET**

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

Opening Balance . . . . .	\$6,722,237
Total Revenues . . . . .	\$38,879,839
Total Expenditures . . . . .	\$45,602,076

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.

The Commissioners thanked Lisa Gregersen, Financial Director for her hard work in helping develop the budgets along with the department heads.

Commissioner Ruddock said the board has worked hard over the last few years to make prudent decision on how we move forward as a county. We have done a significant job in balancing our needs given the amount of requirement of unanticipated costs and growth. This year we will be including a long-range capital improvement plan and this will be money that will be wisely spent because we will recoup those monies in cost by energy savings that will be incorporated over the next 10 – 15 years. We also have mandated expenditures that weren't anticipated in the court related area. The budget will be displayed over the next 20+ days but we are not done with this proposal. We are hoping to get the expenditures down before adoption.

Commissioner Hess said county government has a lot of moving parts and a lot of unexpected events happen. Our expenditures have increased fairly dramatically as did our debt service

payments. We do have some challenges and are confident that we will meet the challenges and do what is right by the tax payer of Indiana County.

Commissioner Baker said one of the mandates put on the county is the purchase of new election machines with a cost of \$675,000.00 unexpected dollars. Fortunately, over the past years we have been able to build up a reserve fund such that when we come to large budget deficits, we are able to cover them without having to get into the tax payers' pockets. He agrees that over the next 20 days we are going to see some activities on this budget that will bring this budget down. We are pleased to offer this no tax increase budget.

**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

**OTHER BUSINESS**

There was no other business.

**NEXT REGULAR MEETING...DECEMBER 19, 2018 AT 10:30 A.M.**

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, December 19, 2018 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 11:55 a.m.

---

Sherene Hess, Secretary

---

Michael A. Baker, Chairman