

COMMISSIONERS' MEETING MINUTES
OCTOBER 14, 2020

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. It is noted that because the courthouse is partially 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 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...SEPTEMBER 23, 2020

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the minutes of September 23, 2020.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There was an Executive Session held on October 9, 2020 at 9:00 a.m. to discuss election litigation pending in the state and federal courts.

AGREEMENT...PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES, OFFICE OF LONG-TERM LIVING / COMMUNITIES AT INDIAN HAVEN

At the request of Kim Cobaugh, Communities at Indian Haven, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve an agreement between the Pennsylvania Department of Human Services, Office of Long Term Living and Indiana County. 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.

FUEL SYSTEM PURCHASE...U-FUEL, INC. / JIMMY STEWART AIRPORT

At the request of Rick Fuelner, Airport, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve the purchase from CARES Funding a fuel system from U-Fuel, Inc. in the amount of \$87,788.00. It is noted that this will be purchased under state contract pricing.

CONTRACT...HUCKESTEIN MECHANICAL / MAINTENANCE

At the request of Mike Yanity, Maintenance, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve a full-service contract for all the mechanical

equipment at the courthouse with Huckestein Mechanical in the amount of \$35,340.00. The contract period is from November 1, 2020 through October 31, 2021.

DISTRICT JUSTICE OFFICE, 350 NORTH 4TH STREET PROJECT CHANGE ORDERS / MAINTENANCE

Mike Yanity, Director of County Facilities, asked that the board approve the following change orders for the District Justice Office renovation project:

A motion was made Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve change order #1 adding carpet tile to the victim advocates and meeting rooms in the amount of \$960.00.

A motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve change order #2 removing and replacing the exterior wall drywall due to moisture damage in the amount of \$22,300.00.

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve change order #3 repairing the concrete floor at the old restroom area due to unforeseen construction methods at the time of the bidding in the amount of \$1,750.00.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve change order #4 modifying duct work to the raise ceiling in the hearing room in the amount of \$8,100.00.

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve change order #5 adding VCT tile to the storage area in lieu of grinding and polishing concrete due to numerous patches required in the amount of \$1,689.00.

A motion was made by Ms. Gorman, seconded by Mr. Keith and carried unanimously to approve change order #6 adding commercial wall covering to the kitchen in lieu of stripping and painting in the amount of \$2,125.00.

The total amount of all change orders is \$36,924.00.

CONTRACT...COMTECH / TEXT TO 9-1-1 VPN CONNECTIVITY / EMA

At the request of Tom Stutzman, EMA, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve a 12-month service contract with ComTech in the amount of \$4,794.00. This is Indiana County/s portion of the VPN connection for data delivery from two geo-diverse data centers in Dallas, TX and Raleigh, NC as part of the ongoing regional WestCORE Project. Approval also allows Commissioner Keith to sign the agreement on behalf of the board.

RE-ACCREDITATION OF INDIANA COUNTY TEAM 900 / EMA

The Commissioners recognized that Indiana County Team 900 Hazardous Materials Response Team has been recertified for a term of four years and will remain valid until May 31, 2024.

This certification satisfies the requirements of the National Incident Response Team as a NIMS Type II Hazardous Materials Response Team within the Commonwealth of Pennsylvania.

RESOLUTION – 2020 INDIANA COUNTY CDBG PROJECT SCOPE AND 3-YR PLAN / 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 approve a resolution approving the project scope and 3-year plan of the County-wide needs priorities for the 2020 Non-Entitlement CDBG application. Indiana County will submit the Metz Road Water Service Extension project for the 2020 CDBG funds. The 2020 Indiana County Entitlement is \$293,900.00 and is due to the Pennsylvania Department of Community and Economic Development by October 28, 2020. All citizen participation requirements for project development and selection were completed as required.

FILING RESOLUTION – 2020 COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT APPLICATIONS / PLANNING

At the request of LuAnn Zak, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to adopt a resolution authorizing the filing of the 2020 Community Development Block Grant Entitlement application to the Pennsylvania Department of Community and Economic Development by the deadline date of October 28, 2020. The application submission includes Indiana County's CDBG Entitlement and the three entitlement communities of Indiana Borough, and the Townships of Burrell and Center. The total application amount is \$687,632.00. Approval also allows for the Chairman Keith to sign all necessary forms to complete the application process.

RESOLUTION – RACP GRANT – INDIANA COUNTY CONSERVATION DISTRICT BUILDING PROJECT / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to authorize a Resolution in order to submit the necessary documentation with regard to a \$925,000 Redevelopment Assistance Capital Program (RACP) grant for the Indiana County Conservation District Building Project. The Resolution provides updates that were made as a result of the November 13, 2019 Memorandum of Understanding (MOU) between the County of Indiana acting through the Indiana County Commissioners and the Indiana County Conservation District, by specifying the sources of local project match funding and the bridge/interim loan in order to cover project costs in advance of reimbursement by the RACP grant. The Resolution authorizes the Chairman, Chief Clerk and Executive Director of the Office of Planning & Development, to execute the application and submit all documents necessary to obtain Nine Hundred Twenty-five Thousand Dollars (\$925,000.00) in grant funds through the RACP program.

RESOLUTION – PIPELINE INVESTMENT PROGRAM (“PIPE”) – 119 BUSINESS PARK – CENTER TOWNSHIP / PLANNING

At the request of Byron Stauffer, Office of Planning & Development and on behalf of the Indiana County Development Corporation (ICDC) and in collaboration with Peoples Gas, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to authorize the filing of a Pipeline Investment Program (“PIPE”) grant application administered through the

Pennsylvania Department of Community & Economic Development in the amount of up to \$1,500,000 or 50% of the total eligible project costs associated with the construction of a natural gas pipeline to the 119 Business Park located in Center Township. Peoples Gas owns and operates a high pressured natural gas line available to serve the 119 Business Park that is less than one mile away North of the project site and on the West side of US 119, with the 119 Business Park located on the East side of US 119. The County will not be responsible for any matching funds that may be required, and if the PIPE funding is approved, it is also requested that a Cooperation Agreement be authorized between the project partners and the Indiana County Commissioners to establish roles and responsibilities, including matching funds, of the project and to authorize the administration of the project through the Office of Planning & Development. The resolution also gives authorization for Commissioner Keith to sign on behalf of the Board of Commissioners and for the Executive Director of the Office of Planning & Development to submit the PIPE application.

SUBLEASE AGREEMENT – INDIANA COUNTY CONSERVATION DISTRICT BUILDING PROJECT / PLANNING

At the request of Byron Stauffer, Office of Planning & Development, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve and authorize the signing of a Sublease Agreement with the Indiana County Conservation District (ICCD) for the Indiana County Conservation District Building Project to be used for administrative and environmental education programs. The initial Sublease Agreement is for an initial term of 27 1/2 years, effective on December 1, 2019, for approximately six (6) acres of property on the campus of the Indiana County Technology Center as detailed in a Ground Lease, dated December 1, 2019. The Sublease Agreement further outlines terms and conditions consistent with the Ground Lease between the County and the Indiana County Technology Center as well as a Memorandum of Understanding (MOU), dated November 13, 2019. The Sublease Agreement stipulates a one-time payment of \$150,000 to offset the Ground Lease payment, which has been paid in full and further stipulates a \$2,800 monthly rental payment not to exceed \$840,000. The Sublease Agreement establishes responsibilities for repairs and maintenance and any associated costs or expenses. The Sublease Agreement may be extended for one additional 25-year term for \$1.00 and thereafter ICCD shall have the right to extend the term on a yearly basis so long as the ICCD continues to operate the Leased Premises. Solicitor Budash has reviewed the Sublease Agreement and wish to thank him for his efforts throughout this process.

The Commissioners have entered into four prime contract agreements for the construction of the new Indiana County Conservation District Building Project. Total of the combined four contracts is \$2,029,890.00. The work includes the construction of a one story wood frame structure of approximately 6,500 square feet. The building shall include administrative office space, a 1,000 square foot environmental and agricultural educational group room and a 500 square foot conference room. Construction costs will be covered by a grant from the Redevelopment Assistance Capital Program and County matching funds derived from the long term sublease with the Indiana County Conservation District.

BOARD APPOINTMENTS TRI-COUNTY WORKFORCE DEVELOPMENT BOARD

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the re-appointments of the following members to the Tri-County Workforce Development Board; terms to expire September 30, 2023:

Walter Schroth, Business Sector
J.P. Habets, Business Sector
Kathy Monko, Adult ED and Literacy Sector

POLLING PLACE CHANGES...NOVEMBER 3, 2020

A motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the following polling place changes for the November 3, 2020 General Election:

- Clymer Borough will be moved from the Borough Building to the Clymer Fire Hall/Day Room
- Blairsville Ward #3 will be moved from Morewood Towers to Blairsville Community Center Gym

ELECTION REMINDERS FOR THE NOVEMBER 3, 2020 GENERAL ELECTION

Chief Clerk, Robin Maryai, announced the following election reminders for the November 3, 2020 General Election:

- Monday, October 19, 2020 is the last day to register to vote
- Tuesday, October 27, 2020 is the last day to apply for a mail-in or civilian absentee ballot
- Mail-in ballots are due by 8:00 p.m. on November, 3, 2020. Ballots postmarked by November 3, 2020 will be counted if received by November 6th via USPS.

OTHER BUSINESS

There was no other business.

NEXT REGULAR MEETING...OCTOBER 28, 2020 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, October 28, 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 11:12 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman