

MINUTES OF THE REGULAR MONTHLY MEETING OF THE INDIANA  
BOROUGH COUNCIL HELD TUESDAY, NOVEMBER 8, 2011, AT 7:00 PM, IN  
THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING.

PRESENT: President Simmons, Presiding; D. Peffer, Recording; Council Members Adcock, Bricklemyer, Hartman, Jobe, Jones, Kravetsky, Petrosky, Thompson; and Thorell; Borough Manager Raykes; Mayor Hood; Chief Sutton; Solicitor Kablack; Public Works Director Fairman; Code and Zoning Director Kirk; Assistant Treasurer Sipos; Fire Chief Kelly; Dr. Rhonda Luckey and Jessica Tomlinson, IUP; Randy Wells, Indiana Gazette; Reporter from Renda Broadcasting; students from Indiana Area High School; and several visitors. (Councilman Shively arrived at 7:37 PM.)

President Simmons called the meeting to order, at 7:00 PM.

After a moment of silent reflection, Councilman Bricklemyer led the Pledge of Allegiance.

Pres. Simmons asked for a Roll Call. All Council members were present, with the exception of Councilmen Gallo and Shively; however, Councilman Shively arrived later at 7:37 PM.

There was a motion by Thorell, second by Bricklemyer, to approve the minutes of the Regular Meeting of October 4, 2011, as written. Motion Carried.

There was a motion by Jones, second by Kravetsky, to approve the Financial Reports for September 2011 as presented. Motion Carried.

The following action occurred during Public Participation:

- Richard Rinkus informed Council of an upcoming fundraiser to benefit the Indiana High School Drama Club's upcoming trip to Scotland. After the Veteran's Day Parade on Friday, students will be bringing artwork to life along a two-block section of downtown Indiana. The live painting re-enactments will be on display in windows of 18 businesses. Tickets will be sold, and all proceeds will be used to help offset the cost of students attending the prestigious Fringe Festival 2012 next summer. Rinkus then handed out brochures for the event and encouraged everyone to attend.

The following action occurred during the Committee Reports:

**ADMINISTRATION:**

- Due to some discussion on pension language in the non-uniform contract, Chairperson Jones asked that action on an ordinance to approve a change be delayed until the matter is resolved.
- There was a motion by Jones, second by Thorell, to advertise an ordinance of Favorable Determination for the Non-Management Pension Plan. This letter is

issued by the IRS and affirms that the Pension Plan document complies with all the IRS Code requirements. During discussion, it was determined that this ordinance had already been advertised and was ready for formal adoption. An amended motion was then made by Jones, and second by Hartman, to adopt the ordinance. Roll Call Vote: 10 yes, 2 absent. Councilmen Gallo and Shively were absent. Motion Carried.

- A motion was then made by Jones, second by Thompson, to adopt an ordinance for the Management Pension Plan as it complies with the IRS Code and complies with the Pension Protection Act (PPA) and the Heroes Earnings Assistance Relief Tax Act (HEART Act). Roll Call Vote: 10 yes, 2 absent. Councilmen Gallo and Shively were absent. Motion Carried.
- There was a motion by Jones, second by Hartman, to adopt an ordinance for the Non-Management Pension Plan that complies with the Pension Protection Act (PPA) and the Heroes Earnings Assistance Relief Tax Act (HEART Act). Roll Call Vote: 10 yes, 2 absent. Councilmen Gallo and Shively were absent. Motion Carried.
- Jones stated excerpts of the Actuarial of Valuation Report with the Commonwealth will be distributed and reviewed at an upcoming Work Session.
- There was a motion by Jones, second by Thompson, to accept the proposed 2012 Budget and advertise it for adoption at the December 6<sup>th</sup> Council meeting. Motion Carried.
- There was a motion by Jones, second by Hartman, to advertise the 2012 Tax Ordinance for adoption at the December 6<sup>th</sup> Council meeting. Motion Carried.

#### **COMMUNITY DEVELOPMENT:**

- Richard Smith requested the closure of Church Street, between 6<sup>th</sup> and 7<sup>th</sup> Streets, for next year's "Back to School Bash" to take place on August 18, 2012, from 7:00 AM to 3:00 PM. The problems that businesses had at this year's event were discussed, and the Community Development Committee decided to turn this request over to the Public Safety Committee.
- The Giant Eagle demolition is done.
- The Community Center Building was once again the focus of the meeting. The Committee has arranged for the Southwest PA Commission to come and inspect the building and possibly recommend the Energy Savings Program to help rehab this building. The Committee has requested a letter from the Library Board to see if they are interested in staying in this building once their lease expires. We will know more next month.
- Jessica Bowman has been hired as the new Downtown Manager.

#### **PUBLIC SAFETY:**

- Recognition of Performance letters were recently given to several officers for their professional response and diligent investigation, which led to the swift arrest of a robbery suspect.
- The next Public Safety Committee meeting will be held on Thursday, November 17<sup>th</sup>, at 7:00 PM.

### **PUBLIC WORKS:**

- In regard to the sanitary sewer relocation project at 15<sup>th</sup> & Philadelphia Streets, there was a motion by Hartman, second by Thorell, to award the bid to Shadco Excavation & Construction Company in the amount of \$54,390 with a 90 day extension. Hartman explained we still need to obtain two easements and get some clearances from Penn Dot. Hartman then informed Council that Penn Dot is now willing to pay 50% of the right-of-way costs. Motion Carried.
- 7.25 tons of limbs were chipped and hauled to Blue Spruce Park. The tonnage was reported to the Indiana County Solid Waste Authority.
- The leaf collection has started and is going well.
- Volunteers recently landscaped around the Municipal Building.
- There was a motion by Hartman, second by Jones, that we enter into an agreement with the County and award a contract in the amount of \$1,073,653.56 to M & B Services, LLC of Clarion, for the Indiana, PA Economic Development Project: Phase One - Segment B1. Chairman Hartman reported that Dave Fairman will be the on-site Project Manager, Nichole Sipos is responsible for fiscal management of the project, EG&G will be contracted for Construction Administration, and Stiffler-McGraw for Construction Inspection. The team will also include the new Downtown Manager. Motion Carried.
- There was a motion by Hartman, second by Jones, to enter into an inspection services agreement with Stiffler-McGraw for Phase One - Segment B1, with a cap of \$80,000. Motion Carried.
- There was a motion by Hartman, second by Jones, to enter into an agreement with EG&G as project administrator for Phase One - Segment B1, with a cap of \$114,525. Motion Carried.
- A thank-you letter was received from Bill Shane, for the fine paving job done on Gompers Avenue adjacent to his apartment building.

### **SHADE TREE COMMISSION:**

- A brief meeting was held in October.
- A discussion was held on the power line trimming that was to take place.

### **RECREATION COMMISSION:**

- Several new programs will begin in January. An introductory to t-ball will be held to teach the basic of ball playing to children.
- The 2012 holiday schedule has been established.
- The 2012 meeting schedule was also set.

The following action occurred during Borough Manager Raykes' report:

- Council received an update on the 2011 General Fund revenues and expenditures.
- The proposed 2012 Budget will be advertised for adoption in December.
- Garbage bids will be opened and reviewed at the November 22<sup>nd</sup> Administration Committee meeting.
- Two productive staff meetings were held in October.

- In regard to the Streetscape Project, the B-1 bid will be awarded to M & B Services of Clarion, PA. We conducted multiple meetings with EG& G and Downtown Indiana regarding project management of upcoming phases. Working to re-energize the Streetscape Committee to assist and guide project management team. Hope to have this group in place by mid-January 2012.
- Jeff Raykes and Dave Kirk attended the 2011 PA Planning Association Conference in Scranton, PA. They participated in key sessions regarding redevelopment, communication, comprehensive plan implementation, zoning sessions and transfer of development rights.

**INDIANA COUNTY TAX COLLECTION COMMISSION:**

- Councilman Hartman stated that in December, we will need to have the borough's three representatives selected for next year.

The following action occurred during Chief Sutton's report:

- Everyone received a copy of the Police Department Activity Report for October 2011.
- Council also received a copy of the Parking Department Report for October 2011, as well as October 2010 for comparison.

The following action occurred during Solicitor Kablack's report:

- There was a motion by Hartman, second by Jones, to appoint Borough Manager Jeff Raykes as the liaison between Indiana Borough and Berkheimer Tax Administrator, the duly appointed tax collector for the Earned Income Tax. Motion Carried.
- There was a motion by Hartman, second by Jones, that the Borough Manager and Solicitor work out an agreement with PA Municipal Services to collect our delinquent earned income taxes in an orderly manner. Motion Carried.

Code & Zoning Director Kirk reported that we recently had three TND Overlay Development projects presented to the Planning Commission, which will result in millions of dollars of development, and all agreements are in place.

Fire Chief Kelly reported the following information during his report:

- There were 53 calls for service in the month of October. Twenty-two (22) of them were in the borough, resulting in a \$7,000 loss.
- The IFA was honored on October 20<sup>th</sup> by the Jimmy Stewart Museum, and Chief Kelly accepted the award on its behalf.
- Chief Kelly and President Simmons then reported on a recent fire that occurred in an apartment building behind Rustic Lodge, at 5:00 AM. Within minutes after receiving the call, student fire fighters living at the White Township Fire Station were on-site and saved a man's life that was asleep and unaware of the danger. IUP is planning to honor those individuals in the future, but Kelly and

Simmons wanted to express their appreciation and stress the importance that having a living arrangement at that station makes. The response time was significantly cut down, and it literally saved a life.

The following items were reported by Dr. Luckey during her report:

- She also commended the student fire fighters for their heroic efforts.
- An IUP Representative, Melinda Coles, recently accompanied borough representatives to a PLCM meeting. It was a worthwhile experience, and she appreciated the invitation to attend.
- They plan to stress the importance of recycling in the student housing district.
- A meeting will be held with Chief Sutton on violence prevention, and they plan to look at Homecoming incident trends.
- Luckey hopes to be able to show a short video at the next Work Session. It will showcase the contributions that students make in the community, with both financial and volunteer hour efforts.

IUP Student Representative Jessica Tomlinson is trying to make students aware of the fact that they can be active members of the community, and she is going to work on stressing the importance of recycling at an upcoming Housing Fair.

President Simmons noted the number of people that the volunteer IFA serves and protects with the small amount of money they have to work with, as compared to some of the other cities with paid fire fighters.

The following action occurred during Mayor Hood's report:

- He thanked the public for being in attendance, and extended a warm welcome to the Indiana High School students.
- Hood is glad the budget process is going well.
- Mayor Hood will get Jessica Tomlinson's Oath of Office Certificate to her in the near future.
- Hood stated there will be a nationwide test of the Emergency Broadcast System tomorrow at 9:00 AM.
- The next ICBA meeting will be held on Wednesday, November 16<sup>th</sup>, in Clymer. Please let Mayor Hood know if you are planning to attend.
- Mayor Hood and Councilman Thorell recently attended a PLCM event in State College. One of the speakers was Dr. John Cavanaugh, the Chancellor of the PA State System of Higher Education, and they were impressed with his presentation.
- Hood reminded everyone that ALDI is having its Grand Opening this week.
- The Veteran's Day parade will take place this Friday, at 11:00 AM.
- Hood asked that everyone keep the military personnel in their thoughts and prayers.

There wasn't any Unfinished Business.

The following action occurred during New Business:

- Public Works Director Fairman commented on the great interaction that he has with the Fire Department. Chief Kelly recently alerted him to a green substance that could have posed a problem, and he appreciated the call.
- Borough Manager Raykes will be working on the agenda for the November Work Session. If anyone has any items to be placed on it, please notify him as soon as possible.
- Raykes provided refreshments for the meeting, and he hoped everyone had a chance to enjoy them.

The meeting was adjourned at 8:17 PM, upon a motion by Jones.