

**BOARD OF COMMISSIONERS' MEETING**  
**Thursday, March 7, 2024**



THE ARMSTRONG COUNTY BOARD OF COMMISSIONERS' MEETING WAS CALLED TO ORDER ON THURSDAY, MARCH 7, 2024, AT 9:00 A.M. IN THE COMMISSIONERS' CONFERENCE ROOM WITH THE FOLLOWING IN ATTENDANCE:

Commissioner John W. Strate, Commissioner Anthony G. Shea, Commissioner Pat Fabian, Aaron Poole – Chief Administrator, Karen Kintz – Assistant Chief Administrator, Cathleen Beere – Chief Assessor, Elizabeth Johns – Director Tax Claim, Kathy Heilman – Deputy Executive Director Planning and Development, Lisa Shaffer – Acting Executive Director Area Agency on Aging, James Webb – Elections Director/Chief Registrar, Frank Pitzer – Sheriff, Tammie Gaff – Controller, Katie Charlton – District Attorney, Kathy Reich – 1<sup>st</sup> Deputy Prothonotary, Annette Bowser – Prothonotary, Lori Hirst – Register and Recorder, Frank Bratkovich – Bradys Bend Township Supervisor, Gary Meyer – Manorville Council, Regina Liermann – Tax Payer, A.J. Panian – Leader Times, Josh Walzak – Leader Vindicator

Commissioner Strate announced that A.J. Panian, Leader Times was recording the meeting.

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**MEETING REPORT**

**Commissioners' Meeting Minutes**

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the minutes for the February 15, 2024 Commissioners' Meeting were approved.

**FINANCE REPORT**

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Kintz, acknowledged the purchase orders for the week of February 20, 2024, in the amount of \$110,699.73.

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Kintz, acknowledged the purchase orders for the week of February 27, 2024, in the amount of \$4,639.73.

On a motion by Mr. Fabian, seconded by Mr. Shea, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Kintz, acknowledged the purchase orders for the week of 18,972.38, in the amount of \$18,972.38.

## Financial Transactions for February 2024

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, acknowledged the financial transactions for February 2024.

## **PERSONNEL REPORT**

### Personnel Transactions for March 7, 2024

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Poole, approved the Personnel Transactions for March 7, 2024.

## **RESOLUTIONS**

### Resolution #2024-06 Sheriff Department – Municibid

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Poole, adopted Resolution #2024-06 Sheriff Department, Municibid advertising for department vehicles.

### Resolution #2024-07 Municipality Certifying Provision of Local Match

On a motion by Mr. Fabian, seconded by Mr. Shea, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Poole, adopted Resolution #2024-07 Municipality Certifying Provision of Local Match Mid-County Transit dba TACT.

## **AGREEMENTS AND CONTRACTS**

### Family ACTS, Inc.

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, on the recommendation of Prison Board, acknowledged the agreement between the County of Armstrong and Family ACTS, Inc.

### Corrections Development, Inc.

On a motion by Mr. Fabian, seconded by Mr. Shea, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Charlton, approved the Agreement between the County of Armstrong and Corrections Development, Inc.

### The Pennsylvania State University

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Poole, approved Termination Agreement between the County of Armstrong and The Pennsylvania State University.

### Quadient Leasing USA, Inc.

On a motion by Mr. Fabian, seconded by Mr. Shea, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Poole, approved the Lease Agreement between the County of Armstrong and Quadient Leasing USA, Inc.

### Gabriel Fera PC

On a motion by Mr. Fabian, seconded by Mr. Shea, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Webb, approved the Agreement between the County of Armstrong and Gabriel Fera PC.

### The City of Parker

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Heilman, approved the Lease Agreement between the County of Armstrong and The City of Parker.

## **APPOINTMENTS**

### Area Agency on Aging Advisory Board

- On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Shaffer, approved the appointment of Ms. Karen Travis, 405 South Pennsylvania Avenue, Apollo, PA 15613, to serve on the Area Agency on Aging Advisory Board (Consumer Representative Apollo/Vandergrift area), for a three-year term to commence on January 1, 2024, and expiring December 31, 2026.
- On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Shaffer, approved the appointment of Ms. Pam Lash, 411 Riverside Drive, Apt. 101, Freeport, PA 16229 (Consumer Representative Freeport area), for a three-year term to commence on January 1, 2024, and expiring December 31, 2026.

## **ANNOUNCEMENTS**

James Webb – Elections Director and Chief Registrar, announced Primary Election day is Tuesday, April 23. The last day to register to vote in this election is April 8, and the last date to submit applications to request a mail-in ballot is April 16. Logic testing is tentatively scheduled for March 18. The test cannot be completed until the list of candidates is certified by the State. Anyone interested in working at voting sites on Election Day can call the Elections Office.

Mr. Strate recognized Mr. Fabian's appointment to the SPC board. Mr. Fabian spoke stating he is serving as Chairman of the SPC Board for a two-year term. SPC Board, made up of other County Commissioners, determines the use of state and federal transportation and economic development funds allocated to the region that includes several area counties.

## **OTHER BUSINESS**

None

## **PUBLIC COMMENT**

Frank Bratkovich, Supervisor of Bradys Bend Township thanked the Commissioners for the County's support in providing funds to assist with large road projects in the Township. It would not be possible for the Township to undertake such projects without County aid.

Regina Liermann asked about funding for the body scan equipment/maintenance costs that will be incurred at the County Jail. All Commissioners responded to Ms. Liermann making the statements that funding sources are still being pursued; an explanation why the body scan equipment will be used for, describing new ways contraband is brought into the prisons, and the equipment will provide a way to better manage inmate/staff safety.

Ms. Liermann also raised concern relating to a storm drain that holds water in the location of the restaurants near the courthouse. Mr. Fabian stated the property is owned by AC Properties, and the owners are aware of the issue. Ms. Liermann asked if the Commissioners could visit the site. Mr. Strate indicated that he would do so.

**ADJOURNMENT**

There being no further business, it was moved by Mr. Fabian, seconded by Mr. Shea, and carried unanimously; the Commissioners adjourned the Board of Commissioners' Meeting at 9:21 a.m. The next Board of Commissioners' Meeting will be held Thursday, March 21, 2024, at 9:00 a.m.

ATTEST:

ARMSTRONG COUNTY  
BOARD OF COMMISSIONERS

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Aaron S. Poole, Chief Administrator

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Pat Fabian, Secretary