

**BOARD OF COMMISSIONERS' MEETING**  
**December 18, 2025**



THE ARMSTRONG COUNTY BOARD OF COMMISSIONERS' MEETING WAS CALLED TO ORDER ON THURSDAY, DECEMBER 18, 2025, 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, Karen Notto – Chief Clerk, Timothy Miller – County Solicitor, James Webb - Elections Director/Chief Registrar, Jason Burns – Deputy Director Public Safety/HazMat Coordinator, Darin Alviano – Executive Director Planning/Economic Development, Paula McClure – Administrator Children, Youth and Family Services, Tammie Gaff – Controller, Tammy Calderone – Armstrong-Indiana BDHP, Aaron Poole – Senior Accountant/Financial Manager Marsico Financial Group, Dennis Phillips – Leader Times, Josh Walzak – Leader Vindicator

**AGENDA AMENDMENTS**

No Agenda Amendments needed

**EXECUTIVE SESSION**

No Executive Session needed

**PUBLIC COMMENT**

None

**MEETING REPORT**

**Commissioners' Meeting Minutes**

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the minutes for the December 4, 2025, 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. Notto, acknowledged the purchase orders for the week of December 9, 2025, in the amount of \$550.61.

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Notto, acknowledged the purchase orders for the week of December 16, 2025, in the amount of \$6,457.53.

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Poole of Marsico Financial Group, adopted the 2026 Armstrong County Budget as presented.

## **PERSONNEL REPORT**

### Personnel Transactions for December 18, 2025

On a motion by Mr. Shea, seconded by Mr. Fabian, the Board of Commissioners, approved the Personnel Transactions for December 18, 2025.

## **RESOLUTIONS**

### Resolution 2025-33 – Court Administration – Disposal of Stenographic Writer

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners adopted Resolution #2025-33 – Court Administration – Disposal of Stenographic Writer.

### Resolution 2025-34 – Community Bank

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners adopted Resolution #2025-34 – Community Bank.

### Resolution 2025-35 – Encumber State Allocated Liquid Fuels

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners adopted Resolution #2025-34 – Encumber State Allocated Liquid Fuels.

## **BID OPENING**

### Vehicle Disposal

On a Motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, this action was tabled on the recommendation of the County Solicitor, Timothy Miller. No action taken

## **AGREEMENTS AND CONTRACTS**

### McCutcheon Enterprises, Inc.

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Mr. Burns, approved the agreement between the County of Armstrong and McCutcheon Enterprises, Inc.

### Horizon Information Systems

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of the Retirement Board, approved the Agreement between the County of Armstrong and Horizon Information Systems.

### Laughter and Language

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Calderone, approved the Agreement between the County of Armstrong and Laughter and Language.

### Southwest Behavioral Health Management, Inc.

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Calderone, approved the Administrative Services Agreement between the County of Armstrong – A-I Behavioral and Developmental Health Program and Southwest Behavioral Health Management, Inc.

### Moving Moments

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Calderone, approved the Agreement between the County of Armstrong – A-I Behavioral and Developmental Health Program and Moving Moments.

### SpeakWrite

On a motion by Mr. Shea, seconded by Mr. Fabian, the Board of Commissioners, based on the recommendation of Ms. McClure, approved the FY 2025-2026 Professional Service Agreement between the County of Armstrong and SpeakWrite. Mr. Shea abstained.

### Advent Financial Systems, LLC

On a motion by Mr. Shea, seconded by Mr. Fabian, the Board of Commissioners, based on the recommendation of Ms. McClure, approved the Professional Services Agreement between the County of Armstrong and Advent Financial Systems, LLC. Mr. Shea abstained.

### Carly Hileman

On a motion by Mr. Shea, seconded by Mr. Fabian, the Board of Commissioners, based on the recommendation of Ms. McClure, approved the Consulting Agreement between the County of Armstrong Carly Hileman. Mr. Shea Abstained.

### Travelers Insurance

On a motion by Mr. Shea, seconded by Mr. Fabian, and carried unanimously, the Board of Commissioners, based on the recommendation of Ms. Notto, approved the Policy Renewals between the County of Armstrong and Travelers Insurance.

## **APPOINTMENTS**

### Armstrong-Indiana Behavioral and Developmental Health Advisory Board

On a motion by Mr. Shea, seconded by Mr. Fabian, the Board of Commissioners, at the request of Ms. Calderone, withdrew the request for reappointment of Ms. Debra Lawson to serve on the Armstrong-Indiana Behavioral and Developmental Health Advisory Board. No action taken.

On a motion by Mr. Shea, seconded by Mr. Fabian, the Board of Commissioners, based on the recommendation of Ms. Calderone, approved the reappointment of Mr. Pat Fabian, 450 East Market Street, Kittanning, PA 16201, to serve on the Armstrong-Indiana Behavioral and Developmental Health Advisory Board for a three-year term, to expire on December 31, 2028. Mr. Fabian abstained.

## **ANNOUNCEMENTS**

None

**OTHER BUSINESS**

No other business was brought forward

**EXECUTIVE SESSION**

No Executive Session needed

**PUBLIC COMMENT**

None

**ADJOURNMENT**

There being no further business, it was moved by Mr. Shea, seconded by Mr. Fabian, and carried unanimously; the Commissioners adjourned the Board of Commissioners' Meeting at 9:25 a.m. The Board of Commissioners' Organizational Meeting will be held Monday, January 5, 2026, at 11:00 a.m.

ATTEST:

ARMSTRONG COUNTY  
BOARD OF COMMISSIONERS

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Karen M. Notto, Chief Clerk

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Pat Fabian, Secretary