

**WORK SESSION: TUESDAY, MAY 11, 2021, 10:00 A.M.**

Location: Public meetings are being held in the Commissioners Meeting Room located in the basement and by conference call.

*\*Public meetings are being held both in person and by conference call. To participate in the meeting by conference call, please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

**Call to Order:**

Commissioner Erb called the meeting to order.

**Moment of Silent Reflection:**

Commissioner Erb called for a moment of silent reflection.

**Pledge of Allegiance to the Flag:**

Commissioner Erb requested that those participating in the meeting stand and recite the Pledge of Allegiance to the Flag.

**Roll Call:**

**Members Present:**

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Assistant Solicitor Muriceak.

**Members Absent:**

Solicitor Karn.

**Others Present:**

Jenn Sleppy and Sarah Chuff (Finance), AC Sickie (Controller), Jim Hudack and Theresa Rudy and Trina Illig (Social Services), Jim Pooler (Maintenance), Kay Stephens (Altoona Mirror), Carol Dannenberg (Holidaysburg Watchdog Group), Scott Schultz (Court Administration), Mark Taylor (EMA/911E), Melissa Harpster (Commissioners Office), Rebecca Robinson (Purchasing), Helen Schmitt (Public), and Paul Shaffer (Public Works).

**Upcoming Meetings**

Tuesday, May 11, 2021	7:00 p.m.	Airport Authority Meeting (Contact Airport for meeting info)
Wednesday, May 12, 2021	12:00 p.m.	CYF Advisory Board Meeting (Call CYF for meeting info)
Thursday, May 13, 2021	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	<del>10:30 a.m.</del>	<del>*Special Salary Board Meeting (Commissioners Meeting Room)</del> CANCELLED
Friday, May 14, 2021		
Monday, May 17, 2021	7:30 p.m.	Conservation District Board Meeting (Contact District for meeting info)
Tuesday, May 18, 2021	Election Day	Courthouse Closed Except to Voters (Commissioners, Election and Prothonotary Offices Open)
Wednesday, May 19, 2021	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B)
	2:00 p.m.	*Salary Board Meeting (Commissioners Meeting Room)
Thursday, May 20, 2021	8:30 a.m.	*Prison Board Meeting (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	<del>10:00 a.m.</del>	<del>*Commissioners Business Session (Commissioners Meeting Room)</del> CANCELLED
	10:30 a.m.	*Special Salary Board Meeting (Commissioners Meeting Room)
Friday, May 21, 2021		
Monday, May 24, 2021		
Tuesday, May 25, 2021	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

**Public Comment:**

Commissioner Erb called for public comment. **There were no comments noted.**

**Commissioners Comments:**

Commissioner Erb called for commissioner comments.

Commissioner Webster announced that May 9 through 15 is recognized as National Police Week throughout the United States. During this week, we commemorate the lives and sacrifices of law enforcement officers who gave their lives in the line of duty.

Commissioner Webster stated that there is a Police Memorial located in front of the Blair County Courthouse that includes the names of eight-8 Blair County Law Enforcement Officers who lost their lives in the line of duty. She expressed her appreciation to all Officers for their dedicated service in the line of duty.

Commissioner Burke stated that over the last several years under the leadership of Commissioner Erb and Finance Director Jennifer Sleppy with the support of Controller AC Stickel and the implementation of our MUNIS software, the County has vastly improved its ability to budget accurately. The decrease in the number of audit finds since these efforts began is proof of its success. We know where revenue is coming from, how we are spending it, how far off our expected budget we are, and why.

Commissioner Burke stated that building on that success Judge Kagarise and herself have agreed to undertake a budget study of the court-related departments. She stated that the study would look at current revenue and expenditures in the departments that fall under the control of the judiciary. Ultimately, they will compare our budgeting practices to those of other counties that are similar in size, caseload and other demographics.

Commissioner Burke stated that their hope is to provide better understanding of the court's budget to all the stakeholders and to make recommendations of new strategies we can implement to improve the budgeting process for these departments.

Commissioner Burke stated that this project will be a long-term collaboration between herself and Judge Kagarise and she looks forward to working with him on this study.

Commissioner Erb expressed condolences on behalf of the County to Sheriff James Ott and his family on the passing of Sheriff Ott's wife.

**Consent Agenda:**  
**Resolution #174-2021:**

- a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/11/21	210511TD	\$514,843.00
05/11/21	210511WW	\$364,663.00
05/11/21	210511SS	\$ 29,092.60
05/11/21	210511CY	\$ 19,744.65

Which include payment of the following invoice to Thomas and Chandra Jandora in the total amount of \$1,500.00.

- b. Ratification of the following eight-8 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/07/2021	210507ML	\$28,669.74
05/04/2021	210504RF	\$4,276.57
05/04/2021	210504WC	\$38,443.71
05/03/2021	210503HI	\$564,274.16
05/07/2021	210507HR	\$20,349.59
05/04/2021	210504FS	\$8,491.55
05/10/2021	210504DA	\$10,145.00
05/10/2021	210510FP	\$289,015.03

- c. Ratification of Total Payroll for the Check Dated May 06, 2021, in the total amount of \$788,170.13.

- d. **2021 Budget Transfer:** The following transfers represent legal fees from McNees Wallace for March 2021.

From	\$	To
01101GCO-44080 General County Operations	\$3544.00	01105-44080 Human Resources
01101GCO-44080 General County Operations	\$1054.00	01602-44080 EMA
01101GCO-44080 General County Operations	\$544.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$2142.00	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$364.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$906.00	44122-44080 911 Center
01101GCO-44080 General County Operations	\$3740.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$6800.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$3060.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$714.00	013201-44080 CYF

- e. **2021 Budget Transfer:** The following transfers represent charges from HealthForce for February and March 2021.

From	\$	To
01101GCO-42000 General County Operations	\$250.00	762012-42000 APO Annex
01101GCO-42000 General County Operations	\$125.00	012011-42000 APO
01101GCO-42000 General County Operations	\$50.00	012012-42000 APO
01101GCO-42000 General County Operations	\$100.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$150.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$50.00	01112-42000 Controller
01101GCO-42000 General County Operations	\$50.00	40164-42000 Victim Witness
01101GCO-42000 General County Operations	\$450.00	01209PO-42000 Prison

- f. **2021 Budget Transfer:** The following transfer represents charges received from East Coast Risk Management, Invoice #2724.

From	\$	To
01110GCO-44080 General County Operations	\$140.00	01105-44080 Human Resources

- g. **2021 Budget Transfer:** The following transfer represents legal fees incurred by use of an arbitrator at the Prison.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$3452.37	01209PO-44080 Prison

- h. **2021 Budget Transfer:** The following transfers represent charges received from Justifacts for April 2021.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$100.61	012011-42000 APO
01101GCO-42000 General County Operations	\$295.97	762012-42000 APO
01101GCO-42000 General County Operations	\$73.25	01107-42000 Assessment
01101GCO-42000 General County Operations	\$107.61	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$107.61	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$100.61	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$107.61	01151-42000 Sheriff

- i. **2021 Budget Transfer:** For building projects budgeted in 2020 and not completed until 2021.

<u>From</u>	<u>\$</u>	<u>To</u>
36101-46050 Capital Reserve	\$1,800.00	01103HW-46060 Highway

- j. **NBIS Bridge Inspection and Inventory:** Requesting approval for the payment of ECMS Submission, Invoice #3972, received from Stiffler McGraw, in the total amount of \$1,646.22 as follows: Bridge #73, Mountain Road over Frankstown Branch of the Juniata River, in the amount of \$1,012.84; Bridge #22, Biddle Bridge over Clover Creek, in the amount of \$627.40; and Mileage, in the amount of \$5.98. Expenses will be paid out of the Act 44 Reserve Account (No. 059) and are 80% reimbursable.
- k. **Bridge #67/West Loop Road:** Requesting approval for the payment of ECMS Submission, Invoice #1, Part 2, Final Design, received from Keller Engineers, in the total amount of \$3,101.65. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- l. **Bridge #82/Monastery Road:** Requesting approval for the payment of ECMS Submission, Invoice #1, PART 2, Final Design, received from Keller Engineers, in the total amount of \$485.26. Expenses are 100% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- m. **Employment:** Thomas R. Loechner, FT, Temporary, Elections Office, \$10.00/hr., effective 05/06/21; John D. Sayre, FT, Parole and Probation Officer, APO, \$13.20/hr., effective 05/10/21, Martin R. Sekerak, Jr., FT, Temporary, Public Works, \$10.00/hr., effective 05/10/21; and Brittney M. Brennan, From, FT Probation Officer Aide I, APO, \$10.51/hr., To, FT, Probation Officer Aide, II, APO, \$11.06/hr., effective 05/11/21.
- n. **Resignations:** Alex F. Harrington, Per Diem/Fill-In, Corrections Officer, Prison, \$16.42/hr., effective 04/26/21; Dale J. Crum, FT, Assessor II, Assessment, \$23,818.08/yr., effective 05/14/21; and Patricia D. Wolf, PT, Probation Officer Support, APO, \$10.82/hr., effective 05/14/21.

Commissioner Burke noted her abstention on the payment of an invoice to Thomas and Chandra Jandora due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #174-2021 with abstention as noted,

### **Staff Reports & Special Business:**

#### **Weekly COVID-19 Update:**

Mark Taylor stated that the county had a slight increase of seventeen-17 COVID positive cases since his report last week. He stated that the positivity rate increased from 8.2% to 8.4% and the number of patients hospitalized due to COVID stands at twenty six-26 today down from fifty-50 reported last week. Sadly, there were six-6 additional deaths over the past week.

Mr. Taylor stated that the decrease in COVID positive cases trending across the state reflects why the governor is lifting all COVID restrictions with the exception of masking beginning Memorial Day Weekend.

Mr. Taylor stated that there is adequate vaccine available for those who wish to be vaccinated. He stated we need to encourage those who are hesitant on receiving the vaccine so that we can reach herd immunity.

#### **Children, Youth and Families:**

Jim Hudack requested approval of an addendum to the contract dated January 4, 2021 between the County of Blair, Blair County Children, Youth and Families (CYF) and CAI Health and Human Services (CAI), for Professional Fiscal Consultancy Services, at the per hour rate of \$88.13 for a total of 420 hours, for the period of May 13, 2021 through December 31, 2021.

Mr. Hudack stated that there is currently a need for an addendum to the contract dated January 4, 2021 for Professional Fiscal Consultancy Services due to the retirement of the CYF Fiscal Officer.

Mr. Hudack stated that CAI will engage with CYF to continue to support CYF in the development and implementation of the county's Needs Based Plan and Budget through analysis of county specific data to identify service delivery trends, recommend strategies to improve outcomes for the CYF families served and assist in documentation of expenditures to support agreed upon strategies. He stated that through the addendum, CAI would expand their services to include fiscal operations support and analysis, timely invoice submission, budget preparation and provider contract development and monitoring.

Mr. Hudack stated that the expanded services will be at the per hour rate of \$88.13 for a total of 420 hours, for the period of May 13, 2021 through December 31, 2021. He stated that the costs are eligible for reimbursement in the needs based budget and county budget.

Discussion followed.

**Social Services:**

- a. Trina Illig requested approval for the submission of a FY 2020 Budget Modification to the Commonwealth of Pennsylvania, Department of Community and Economic Development as outlined below:

**FY 2020**

1. Delete activity for Berwind Road Waterline Extension Project (Frankstown Township) in the amount of \$104,773.00 for a new project total of zero -0- dollars.
2. Create new activity for Housing Rehabilitation (Frankstown Township) in the amount of \$104,773.00 for a new project total of \$104,773.00.

Mrs. Illig stated that the originally planned Berwind Road Waterline Extension Project, located in Frankstown Township, is no longer a viable project under the FY 2020 CDBG Program. She stated that until Frankstown Township reallocates the \$104,773.00 originally allocated for the project, the FY 2020 CDBG contract is being held in entirety.

Mrs. Illig stated that the Frankstown Township Board of Supervisors are proposing to delete activity for the Berwind Road Waterline Extension Program, in the amount of \$104,773.00, for a new project total of zero -0- dollars; and proposes to create new activity for FY 2020 to Housing Rehabilitation in the amount of \$104,773.00.

Discussion followed.

- b. Trina Illig requested approval for the submission of a FY 2019 Budget Modification to the Commonwealth of Pennsylvania, Department of Community and Economic Development as outlined below:

**FY 2019 Contract #C000073790:**

1. Delete activity for Housing Rehabilitation (Frankstown Township) in the amount of \$101,929.00 for a new project total of zero -0- dollars.
2. Create new activity for Old Frankstown Road Sanitary Sewer Extension (Frankstown Township) in the amount of \$101,929.00 for a new project total of \$101,929.00.

Mrs. Illig stated that due to the number of applications for Housing Rehabilitation being so low, Frankstown Township is proposing to delete activity for Housing Rehabilitation for FY 2019, in the amount of \$101,929.00, for a new project total of zero -0- dollars; and is proposing to create new activity for the Old Frankstown Road Sanitary Sewer Extension Project that is currently under design in the amount of \$101,929.00.

Discussion followed.

- c. Theresa Rudy is requesting approval for the submission of Letters of Interest to the Office of Mental Health and Substance Abuse Services (OMHSAS) with the intent of applying for Community Mental Health Services Block Grant COVID-19 Response Funding. Awarded funding would be allocated in FY 2021/2021 for the expansion of the UPMC Mobile Crisis Service and Student Assistance Program.

Mrs. Rudy stated that the Commonwealth of Pennsylvania Department of Human Services (DHS), Office of Mental Health and Substance Abuse Services (OMHSAS), has announced funding opportunities that are being made available through the Community Mental Health Services Block Grant (CMHSBG) COVID-19 Response Funding to states through the Consolidated Appropriations Action of 2021, in combination with funds from Pennsylvania's annual CMHSBG award. She stated that funds totaling up to \$29.5M would be made available to County Mental Health Administrations.

Mrs. Rudy stated that the Blair County Department of Social Services is requesting approval to submit two (2) Letters of Interest asking consideration to be invited to complete applications in the program areas the Office of Mental Health and Substance Abuse Services (OMHSAS) has submitted to the Federal Substance Abuse Mental Health Services Administration (SAMHSA) which are (1) Mobile Crisis Capacity Building, and (2) Student Assistance Program (SAP) Support.

Discussion followed.

**Court Administration:**

Scott Schultz requested approval for the submission of a FY 2021 Drug Court and Pretrial Diversion Initiative Grant (35900) Application to the Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$128,669.00, for the purpose of paying the salaries of the drug testers and purchasing drug tests for the Adult Parole Department to help monitor drug use among the specialty court participants.

Discussion followed.

**Lakemont Dam Spillway Gate Repair Project:**

Chief Clerk Hemminger requested approval of an Agreement for Purchases under Bidding Threshold between the County of Blair and EM Welding Custom Fabrication, in the total amount of \$747.50, for the completion of an AWS Certified Weld Project to the Lakemont Dam Spillway Gate.

Mrs. Hemminger stated that Paul Shaffer of Public Works obtained three-3 quotes for the completion of an AWS Certified Weld Project to the Lakemont Dam Spillway Gate. She stated that EM Welding Custom Fabrication submitted the lowest quote, in the amount of \$747.50; Smith's Welding and Fabrication submitted the second lowest quote, in the amount of \$811.20; and Dan DeStefano Welding Services submitted the highest quote, in the amount of \$870.00.

Mrs. Hemminger stated that the county was still without the required insurance certificates and endorsements from the three-3 bidders. She stated that she would need to make contact with the three-3 bidders to allow them time to submit revised bid documentation.

Discussion followed.

**Building Maintenance:**

Chief Clerk Hemminger requested approval for the submission of a 2020-2021 PCoRP Loss Prevention Grant Program Application to the Pennsylvania Counties Risk Pool (PCoRP), in the total amount of \$20,000.00, for parts and labor to upgrade the existing Simplex 4020 Fire Alarm Panel to a new Simplex 4100es Fire Alarm Control Panel for the main courthouse building. Total project cost is \$20,945.00.

Mrs. Hemminger stated that she has discussed the upgrade to the courthouse fire alarm control panel with PCoRP and PCoRP feels that the project would be considered a fundable project under the Loss Prevention Grant Program. She stated that without grant funding the upgrade to the fire alarm control panel would be an unbudgeted expenditure.

Discussion followed.

**Valley View Park:**

- a. Melissa Harpster requested approval for authorization for Dwayne Dittsworth to solicit quotes for the removal of fifteen-15 dead trees from Valley View Park.

Mrs. Harpster stated that there are fifteen-15 large dead trees that the county's Public Works Department feels are too large for them to remove safely. She stated that several of the trees neighbor the Transformation Church parking lot and the church has voiced concerns of the potential for the trees to fall on to the parking lot and damaging cars that may be parked in the lot.

Mrs. Harpster stated that the Park and Recreation Advisory Board did approve recommendation to the Board of Commissioners for authorization for Dwayne Dittsworth to solicit quotes for the tree removal.

Discussion followed.

- b. Melissa Harpster requested approval for authorization for Joe Keller to solicit quotes for forty-six trail signs constructed of a material other than treated timber.

Mrs. Harpster stated that the Board of Commissioners recently approved authorization for Joe Keller to solicit quotes for forty-six wooden engraved trail signs. However, when the quotes began coming back, some of the bidders suggested that the county consider signs constructed of another material. Another material may increase costs slightly; however, the material will last longer than treated timber.

Discussion followed.

- c. Melissa Harpster requested approval for the purchase of twenty-20 yards of certified playground mulch and three-3 tons of baseball diamond sand in an amount not to exceed \$750.00.

Discussion followed.

**Old Business:**

None

**Adjourn**

Meeting adjourned,

Nicole M. Hemminger, Chief Clerk