

WORK SESSION: TUESDAY, SEPTEMBER 13, 2022, 10:00 A.M.

Location: Commissioner’s Meeting Room, Basement.

**Public meetings are being held both in-person and by conference call. To participate in the meeting 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 those participating in the meeting to please stand and recite the Pledge of Allegiance to the Flag.

Roll Call:

Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Karn.

Others Present:

Robert Bilger (We Care Foundation), Wendy Traxler (Department of Emergency Services) Melissa Gillin and Trina Illig (Social Services), AC Stickel (Controller), Carol Dannenberg and Ryan King (Hollidaysburg Community Watchdog) Jim Pooler (Public Works/Building Maintenance), Matt Fox (ABCD Corp.), Kay Stephens (Altoona Mirror), Sue St. Martin (Tax Claim), Paul Shaffer (Public Works), Allison Senkevich and Melissa Harpster (Commissioner’s Office).

Upcoming Meetings:

Wednesday, September 14, 2022

Thursday, September 15, 2022	8:30 a.m.	*Prison Board (At the Prison)
	9:30 a.m.	*Records Improvement (Commissioners Mtg. Rm.)
	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Rm.)
	7:30 p.m.	Ag Land Preservation Board (1407 Blair St., Hollidaysburg)

Friday, September 16, 2022

Monday, September 19, 2022 7:30 p.m. Conservation District Board
(1407 Blair St., Hollidaysburg)

Tuesday, September 20, 2022 10:00 a.m. *Commissioners Work Session
(Commissioners Mtg. Rm.)

Public Comment:

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

Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster extended a thank you to those involved with organizing the Out of the Darkness Suicide Prevention Walk.

Commissioner Burke – no comments noted.

Commissioner Erb – no comments noted.

Proclamation: Child Welfare Caseworker Appreciation Week 9/12-9/16.

Commissioner Burke read the following proclamation and motioned for the adoption of the proclamation:

**Proclamation to Proclaim September 12-16, 2022 as
Child Welfare Caseworker Appreciation Week**

WHEREAS, every day in Pennsylvania, thousands of children are at risk of child abuse and neglect or have been removed from their homes due to such abuse and neglect; and

WHEREAS, The County of Blair and Blair County Children, Youth and Families have recognized the risks and have tasked themselves with the hard work of investigating child abuse, providing services to families, assessing safety and initiating steps to protect children, and providing support services to Pennsylvania’s children.

WHEREAS, the work of caseworkers requires them to enter into situations in which their personal safety may be put at risk on a daily basis; and

WHEREAS, child welfare caseworkers work in severely trying emotional situations with children who have been victimized by physical abuse, sexual abuse, neglect, and other forms of maltreatment; and

WHEREAS, to be successful, child welfare caseworkers must develop great skill in working with families who are in crisis situations, struggling with mental health challenges, suffering from drug and alcohol conditions, poverty, and other difficult issues; and

WHEREAS, caseworkers selflessly undertake the endeavor to protect Pennsylvania's children, often with low pay, long hours, tremendous demands, little appreciation and great criticism, and with dramatic impacts to their personal life; and

WHEREAS, these risks to caseworkers were poignantly demonstrated by the intentional firebombing of the Luzerne County Children and Youth Services office on March 6, 2017; and

WHEREAS, in 2016, caseworkers in Pennsylvania investigated over 44,359 reports of child abuse and neglect; and

WHEREAS, innumerable injuries and deaths of children have been averted do to the efforts of child welfare caseworkers;

NOW, THEREFORE, the Board of Blair County Commissioners, do hereby proclaim the week of September 12-16 2022 as *Child Welfare Worker Appreciation* and encourage all citizens to recognize the invaluable service and sacrifice of our County's dedicated child welfare caseworkers.

**BLAIR COUNTY
BOARD OF COMMISSIONERS:**

Bruce Erb, Chairman

Laura Burke, Vice-Chairman

Amy Webster, Secretary

Attest:

Nicole Hemminger, Chief Clerk

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt the Proclamation.

Consent Agenda:

Resolution 358-2022:

- a. Payment of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
09/13/2022	220913SS	\$ 64,659.60
09/13/2022	220913CY	\$105,818.61
09/13/2022	220913WW	\$374,524.70

Which include payment of the following invoices:

- UPMC Altoona, in the total amount of \$173.25.
- Thomas and Chandra Jandora, in the total amount of \$1,550.00.

- b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
09/08/2022	220908FP	\$254,044.63
09/02/2022	220902WC	\$13,601.60
09/06/2022	220906MW	\$1,010.00
09/08/2022	220908HR	\$10,429.01
09/06/2022	220906FS	\$1,573.38

- c. Ratification of Total Payroll for the Check Dated 09/08/22, in the total amount of \$848,788.04.

- d. **2022 Budget Transfer:** Worker's Compensation related charges received from MedExpress from 2019, 2021 and 2022.

From	\$	To
01101GCO-42000 General County Operations	\$ 85.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$303.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$ 98.00	01151-42000 Sheriff

- e. **2022 Budget Transfer:** Charges received from Justifacts for August 2022.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$116.63	012012-42000 APO
01101GCO-42000 General County Operations	\$112.63	762012-42000 APO
01101GCO-42000 General County Operations	\$211.48	01152-42000 Coroner
01101GCO-42000 General County Operations	\$117.28	01155-42000 Costs and Fines
01101GCO-42000 General County Operations	\$290.01	013201-42000 CYF
01101GCO-42000 General County Operations	\$112.63	01160LL-42000 Law Library
01101GCO-42000 General County Operations	\$391.59	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$105.28	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$ 84.28	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$105.28	01602-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$327.19	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$117.63	01111-42000 Tax Claim
01101GCO-42250 General County Operations	\$ 24.20	01105-42250 Human Resources

- f. **Children, Youth and Families Advisory Board:** Requesting approval for the appointment of Jackie Clouser to the Advisory Board for the period of 10/01/22 through 12/31/24.
- g. **RLERTA Public Meeting:** Requesting approval of the Meeting Minutes for the Joint Public Hearing on Residential LERTA held on Monday, August 29, 2022 at the Williamsburg Community Farm Show Building.
- h. **Employment:** George J. Ralston, FT, Deputy, Sheriff’s Office, \$15.52/hr., effective 08/22/22; Nathaly E. Olivero Ramierz, FT, Law Clerk, Judge Kagarise, \$41,609.62/yr., effective 09/06/22; Brandy M. Castel, FT, Casework Manager, CYF, \$52,571.48/yr., 09/12/22; Shantel C. Green, FT, Social Services Aid 1, CYF, \$10.49/hr., effective 09/12/22; Christina M. Weyandt, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 09/12/22; and Diane L. Strohm, From, PT, Receptionist/Clerk, Prothonotary, \$12.16/hr., To, FT, Tipstaff, Judge Bernard, \$12.16/hr., effective 09/12/22.
- i. **Terminations:** Hunter M. Evans, PT, Corrections Officer, Prison, \$15.08/hr., effective 07/08/22.
- j. **Correction to prior agenda(s):** Adam Gardner, FT, Corrections Officer, Prison, \$20.59/hr., did not report for first day of employment; Jami L. Ray, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., did not report for first day of employment; Donna Steitz, FT, Assessor I, Assessment, \$14.08/hr., did not report for first day of employment.
- k. **Correction to 09/06/22 agenda - Resignation:** Diane L. Strohm, PT, Receptionist/Clerk, Prothonotary (Not FT as previously listed), \$12.16/hr., effective 09/08/22.
- l. **Rescind Resignation:** Diane L. Strohm, PT, Receptionist/Clerk, Prothonotary, \$12.16/hr., rescinded her resignation effective 09/08/22.

Commissioner Erb noted his abstention on the payment of invoices to UPMC Altoona due to a conflict of interest.

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 358-2022 with the abstentions as noted.

Staff Reports & Special Business

We Care Foundation:

Robert Bilger presented discussion concerning 1) making capital improvements to the building under the “Easter Seals” We Care Lease Agreement and 2) amending the Lease Agreement to broaden the use of the building.

Mr. Bilger requested approval to undertake a capital improvement roofing project to the building under the “Easter Seals” We Care Lease Agreement.

Chief Clerk Hemminger stated a Resolution would be prepared for consideration on Thursday’s agenda.

Discussion followed.

Mr. Bilger presented discussion regarding amending the Lease Agreement to broaden the use of the building by We Care. He stated that the Ward Foundation has agreed to an expanded use of the building to include healthcare services for all ages, education of children and to provide facilities for any non-profit involved in healthcare and education.

The Commissioners were open to broadening the use of the building and authorized Mr. Bilger and Solicitor Karn to develop an addendum to the lease.

Discussion followed.

ABCD Corp:

Matt Fox requested approval for the adoption of a Resolution amending Resolution 219-2015 extending the term of exemptions, deductions, abatements and credits for real property taxes within a specific geographic area in the County of Blair designated as a Keystone Opportunity Expansion Zone (“KOEZ”) or Keystone Opportunity Improvement Zone (“KOIZ”) in order to foster economic opportunities, stimulate industrial, commercial, and residential improvements and prevent physical and infrastructure deterioration within areas of County of Blair, Commonwealth of Pennsylvania, upon certain terms and conditions.

Mr. Fox requested approval for the adoption of a Resolution amending Resolution 219-2015 to extend the term of exemptions, deductions, abatements and credits for real property taxes to the following properties located in Snyder Township for an additional seven-7 years (12/31/2022 to 12/31/2029):

<u>Name</u>	<u>Prior Authorizing Resolutions</u>	<u>Old Tax ID</u>	<u>New Tax ID</u>
Bar-Don Realty	184-2009, 185-2009 & 219-2015	1900-09-25-6	19.00-09.-025.06-000
Bar-Don Realty	184-2009, 185-2009 & 219-2015	1900-09-25-7	19.00-09.-025.07-000

Mr. Fox stated the current KOEZ is due to expire on 12/31/2022. He stated Snyder Township has approved the seven-7 year term extension.

Discussion followed.

Valley View Park Amphitheater Project:

Joe Keller requested approval for the acceptance of bids received for the general and electrical construction of the Valley View Park Amphitheatre Project for review, award or rejection according to county code thereafter.

Mr. Keller stated that there were no bids received by the county for either the general construction or electrical construction of the amphitheater.

Mr. Keller stated the galvanized post sleeves that are to be placed when the concrete floor slab is poured will not be available until December, thus causing a delay in general construction. He stated Recreation Resources provided an updated delivery schedule of December 2022 for the amphitheater kit.

Mr. Keller recommended the cancellation of the bid received due to lack of interest and supply chain delays and requested authorization to re-advertise for bids for the general and electrical construction of the project.

Discussion followed.

Department of Emergency Services:

- a. Wendy Traxler requested approval of a one (1) year advantage prime service agreement between the County of Blair, Department of Emergency Services and Gen-Mark, formally known as RenMark and Schneider Electric, for the VA Galaxy 5000 uninterrupted power supply system, in the annual amount of \$5,225.00, for the period of 11/01/22 through 10/31/23.

Discussion followed.

- b. Cris Fredrickson requested approval for the submission of the DGM-16F Final Financial Status Report for the Federal Fiscal Year 2021 Emergency Management Performance Grant (EMPG) to the Pennsylvania Emergency Management Agency (PEMA), in the total amount of \$103,930.00 for the period of 10/01/20 through 11/29/21.

Mrs. Fredrickson stated that the submission of the DGM-16F Form is to confirm receipt of funds which were received on August 31, 2022. She stated the grant funds provide reimbursement for up to half of the salary and benefits of the EMA Coordinator, Operations & Training Officer, and the Administrative Assistant. The report is due within fifteen-15 days of receipt of the funds.

Discussion followed.

Resolution 359-2022: Approving the submission of the DGM-16F Final Financial Status Report for the Federal Fiscal Year 2021 Emergency Management Performance Grant (EMPG) to the Pennsylvania Emergency Management Agency (PEMA), in the total amount of \$103,930.00 for the period of 10/01/20 through 11/29/21.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 359-2022.

Social Services:

- a. Melissa Gillin requested approval of a disbursement of the Blair County Demolition Fund, in the total estimated cost of \$8,500.00, for the demolition of two-2 properties located at 566 and 570 Gildea Drive, Duncansville, PA.

Ms. Gillin stated the disbursement request does fall under the guidelines established for the Demolition Fund, and was approved by the Affordable Housing Fund Board.

Discussion followed.

- b. Trina Illig presented discussion concerning the selection of project(s) to be included in the FY 2022 Community Development Block Grant (CDBG) Application for the County of Blair on behalf of the seventeen (17) non-entitlement municipalities (Boroughs of Bellwood, Duncansville, Martinsburg, Newry, Roaring Spring and Williamsburg and the Townships of Allegheny, Catharine, Freedom, Greenfield, Huston, Juniata, North Woodbury, Woodbury Snyder, Taylor, and Tyrone).

Mrs. Illig provided the following information pertaining to the selection of project(s) to be included in the FY 2022 CDBG Application for the County of Blair on behalf of the seventeen (17) non-entitlement municipalities which include the Boroughs of Bellwood, Duncansville, Martinsburg, Newry, Roaring Spring and Williamsburg and the Townships of Allegheny, Catharine, Freedom, Greenfield, Huston, Juniata, North Woodbury, Woodbury Snyder, Taylor, and Tyrone:

FY2022 Funding Allocation: \$248,299.00
 Applications are due at DCED: Thursday, October 28, 2022

Funds available for Projects	\$ 203,609.00	
Maximum funds that could be allotted to Public Service Projects @ 15% of Grant		\$ 30,541.00
Maximum funds that can be allotted to Slum/Blight @ 30% of Grant		\$ 61,082.00
Administrative Costs @ 18% of Total Grant	\$ 44,690.00	
Total Anticipated Grant	\$ 248,299.00	

Since this proposed project was part of a previously selected/funded activity, Ms. Illig stated that she would need to reach out to DCED to confirm whether or not the proposed project would be eligible based upon the previously conducted survey from the 2017 contract submission in which the identified area was found to be 51.61% LMI. She stated her concern was that the survey was at its maximum capacity of 5 years and the project scope change would require a new household income survey to be conducted. She would not likely hear back from DCED until after the submission deadline so Ms. Illig recommended to the Board of Commissioners to select an alternative project to fall back on if the survey could not be used.

Discussion followed.

- c. Trina Illig requested approval of a Sub-Recipient Agreement between the County of Blair and Center for Community Action Agency, for Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Funds/Blair County Re-Entry Program, in the total amount of \$30,000.00 for the period of 09/15/22 through 03/31/24.

Mrs. Illig stated that the PHARE Funds may be matched with Emergency Solution Grant (ESG) Funds.

Discussion followed.

- d. Trina Illig requested approval of four-4 Sub-Recipient Agreements between the County of Blair for Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Funds, under the county’s FY 21/22 PHARE Program, as listed below:
 - Blair HealthChoices, in the total amount of \$10,000.00.
 - Catholic Charities, in the total amount of \$10,000.00.
 - Center for Community Action Agency, in the total amount of \$10,000.00.
 - Family Services, Inc., in the total amount of \$10,000.00.

Discussion followed.

Children, Youth and Families:

- a. Laura Burke requested approval of a contract between the County of Blair, on behalf of Children, Youth and Families and David Binus, for breakfast and lunch for approximately forty-40 people for the Children, Youth and Families Visitation Grant Training Day, on 09/21/22 at Fort Roberdeau's White Oak Hall, in the estimated amount of \$1,307.52, to be paid 100% by IV-E Visitation Grant Funds.

Commissioner Burke stated that Solicitor Karn has reviewed the contract.

Discussion followed.

- b. Laura Burke requested approval of a CWEL Agreement by and Between the County of Blair, Allison Nicole Morgan (employee of Blair County Children, Youth and Families) and University of Pittsburgh of the Commonwealth System of Higher Education, for participation in the school of social work program for the graduate education of Child Welfare Employees.

Commissioner Burke stated that the county previously approved Ms. Morgan's application to CWEL last year. Ms. Morgan was accepted, but was deferred due to lack of funding. Ms. Morgan was re-accepted this year and begins classes part-time at Edinboro University, and will work for the county on a full-time basis.

Discussion followed.

Court Administration:

Nicole Hemminger requested approval for the acceptance of bids received for the MDJ Security Glass and Panel Project for review, award or rejection according to county code thereafter.

Chief Clerk Hemminger stated that Court Administrator Nicole Smith advertised for bids for the MDJ Security Glass and Panel Project. She stated that at this time, she would ask the board to consider accepting the two-2 bids received as they were outlined in their agenda meeting packets, and to take immediate action to reject the bids received as they were significantly higher than expected and over the grant funds available.

Chief Clerk Hemminger also requested that the board consider authorization for Ms. Smith to re-advertise for bids for the project.

Discussion followed.

Resolution 360-2022: Approving the acceptance of bids received from Glass Mender Mirror & Plate Division Inc., and Nittany Building Specialties Inc., for the MDJ Security Glass and Panel Project; and rejecting said bids due to being over the anticipated project budget; and approving authorization to advertise for rebids of said project.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 360-2022.

Purchasing:

Chief Clerk Hemminger requested approval of a sixty-60 month Fair Market Value Option Lease Agreement between the County of Blair, and Pitney Bowes (Costar's #4400015965) for the lease of postage meter machines for the courthouse, as well as all the Magisterial District Judges' Offices, in the monthly amount of \$766.21, billed quarterly at \$2,298.63.

Discussion followed.

Finance:

Lindsay Dempsie requested approval of an Amendment to the Contract between the County of Blair and Susquehanna Accounting & Consulting Solutions, Inc. dated February 25, 2021, extending the current deadline of the Cost Allocation Plan from 09/30/22 to 11/30/22, at no additional cost to the county.

Discussion followed.

Blair County Bridge #70:

Discussion concerning the award or rejection of bids received per county code and PennDOT regulations.

Chief Clerk Hemminger asked the board to consider the approval of withdrawal of Kukurin Contracting Incorporated's bid due to material omissions in the submitted packet, and to consider awarding the bid to Francis J. Palo Incorporated, the next lowest bidder, in the total amount of \$1,286,022.00, pending PennDOT's review and approval.

Discussion followed.

Commissioner's Office:

Allison Senkevich requested approval of a Letter of Support for the submission of an application for funding under the Federal Fiscal Year 2022/2023 Community Traffic Safety Project Agreement by the Cambria Allegheny Regional Highway Safety Network.

Discussion followed.

Old Business:

Adoption of Resolutions:

Resolution 326-2022: Approving the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Professional Family Care Services, Inc.

Chief Clerk Hemminger stated that she has received the requested insurance information; however, she needs to confirm that the endorsement received is ok.

No action taken.

Resolution 327-2022: Approving the eleven-11 FY 2022/2023 renewal contracts between the County of Blair and the agencies listed below:

AGENCY	FUNDING SOURCES	CONTRACT AMOUNT
Big Brothers/Big Sisters of Blair County	Human Services Development Fund (HSDF)	Maximum Contract Amount \$ 30,000
Blair Family Solutions	Mental Health	Maximum Contract Amount \$ 50,000
CenClear Child Services	Mental Health	Maximum Contract Amount \$ 35,000
Child Advocates	HSDF	Maximum Contract Amount \$ 5,000
CONTACT Altoona	HSDF & Mental Health	Maximum Contract Amount \$ 115,000
Family Services, Inc.	HSDF & HAP	Maximum Contract Amount \$ 170,000
H.O.P.E. Drop In	Mental Health	Maximum Contract Amount \$ 50,000
NAMI of Blair County	Mental Health	Maximum Contract Amount \$ 50,000
Peerstar	Mental Health	Maximum Contract Amount \$ 10,500
Skills of Central PA	Mental Health	Maximum Contract Amount \$ 350,000
UPMC Western Behavioral Health of the Alleghenies	Mental Health	Maximum Contract Amount \$2,170,000

Melissa Gillin stated that she has received the requested insurance documents for all of the listed contracts with the exception of Peerstar. She stated that Solicitor Karn has reviewed the insurance documents for compliance.

Chief Clerk Hemminger asked that the board consider approval action of all the contracts with the exception of Peerstar.

Discussion followed.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 327-2022 with the exception of Peerstar.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk