

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
THURSDAY, APRIL 15, 2021, 10:00 A.M.**

**Public meetings are being held by conference call during the COVID-19 Pandemic. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENT REFLECTION**
- 3. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 4. ROLL CALL**
- 5. APPROVAL OF MEETING MINUTES – 04/06/21 and 04/08/21**
- 6. PUBLIC COMMENTS**
- 7. UNFINISHED BUSINESS:**

Adoption of Resolutions:

Resolution #133-2021: A resolution approving a proposal of service contract received from Keller Engineers for the preparation of revised bid documents, coordination and bidding services for the Blair County Parking Garage Stair Tower Repair Project, in the lump sum total of \$4,170.00.

Resolution #134-2021: A resolution approving a contract time extension by Siemens Industry for completion of the Prison HVAC Coil Replacement Project from April 17, 2021 to June 17, 2021, at no additional charge, due to the extended lead-time of 7 to 9 weeks for delivery of the required coil.

Resolution #135-2021: A resolution approving a contract between the County of Blair, on behalf of the Blair County Public Defender's Office and Karpel Computer Systems/dba Karpel Solutions for installation services of the Defender by Karpel® Software Program, and for the first year of services, in the total project amount of \$66,350.00. The first payment will be due in the total amount of \$26,625.00 at agreement signing, and the second payment will be due in the total amount of \$26,625.00 once the database is installed and accessible and the third payment will be due in the amount of \$13,100.00 for the training of staff to be completed on September 24. Said payments shall be paid from the general fund budget. Beginning in the year 2022 the annual licensing maintenance fee in the amount of \$7,200.00 shall be paid from the Blair County Public Defender's General Fund Budget.

Resolution #136-2021: A resolution approving an agreement between the County of Blair, on behalf of the Blair County Public Defender's Office and Karpel Computer Systems/dba Karpel Solutions for internet based software hosting through Hosted by Karpel of the copyrighted software program Defender by Karpel® that has been licensed to the County of Blair, on behalf of the Blair County Public Defender's Office for future costs in the amount of \$100.00 per year per user that has access to the software through the service and website. Term of said agreement shall be for one (1) year and will begin on the estimated go live date of September 27, 2021, and such term shall automatically renew unless either party gives notice to the other party thirty-30 days prior to the term expiration of intent not to renew.

Resolution #137-2021: A resolution approving a Master Subscription Agreement between the County of Blair, on behalf of the Blair County District Attorney's Office and Hawk Analytics for one (1) Tier 1 CellHawk Subscription, 100,000 maximum number of detail records, and three (3) maximum users, in the total amount of \$2,495.00, for the period of 05/02/2021 through 05/01/2022.

Resolution #138-2021: A resolution approving an Independent Contractor Agreement between the County of Blair and Richard Consiglo, to serve as Special Prosecutor, in a Homicide Trial, in the biweekly amount of \$961.53, for the period of April 1, 2021 through conclusion of trial.

Resolution #139-2021: A resolution approving a renewal Software Maintenance Agreement between the County of Blair, Blair County Department of Emergency Services/911E and NetMotion, in the annual amount of \$7,003.66, to provide secure access to the Computer Aided Dispatch (CAD) network while outside of the secure network.

Resolution #140-2021: A resolution approving to Amend Resolution #113-2021 correcting activity for the submission of a FY 2020 Emergency Solutions Grant (ESG) Contract #C000074220 Budget Revision #1 to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:

Blair County Community Action Agency:

- Amending to decrease existing activity for Street Outreach Case Management from; \$6,000.00 to zero-0 dollars; to \$6,500.00 to zero-0 dollars.

- Amending to decrease existing activity for Street Outreach Essential Services from; \$2,500.00 to zero-0 dollars; to \$2,000.00 to zero-0 dollars.
- Increase existing activity for Rapid Rehousing/Financial Assistance from \$5,860.00 to \$7,860.00. (no change)
- Increase existing activity for Rapid Rehousing/Services from \$1,032.00 to \$2,032.00. (no change)
- Increase existing activity for Rapid Rehousing/Rental Assistance from \$18,108.00 to \$23,608.00. (no change)

Resolution #141-2021: A resolution approving Revision #1 of the FY 2019/2020 Income and Expense Report for the Early Intervention Program to the Pennsylvania Department of Human Services.

Resolution #142-2021: A resolution approving to Amend Resolution #92-2021 as follows:

- **From** - Increasing the total project cost for Bridge #67 from \$2,485,000.00 to **\$2,550,000.00;**
- **To** - Decreasing the total project cost for Bridge #67 from \$2,485,000.00 to **\$1,812,500.00.**

8. OLD BUSINESS:

Fort Roberdeau:

Requesting approval of a Property Access Agreement by and between the County of Blair and the Pennsylvania State University for WPSU to film a Fort Roberdeau Virtual Field Trip April 26 and 27, 2021 to be aired on WKPSU-TV stations, at no cost to the county.

COVID-19 Pandemic:

Continued discussion concerning the request for approval presented Tuesday, April 13 pertaining to an Accounting and Consulting Solutions Contract between the County of Blair and Susquehanna Accounting and Consulting Solutions, Inc., to fulfill the Department of Community and Economic Development's (DCED) monitoring requirements of the Emergency Rental Assistance (ERAP) allocation from the Pennsylvania Department of Human Services.

9. NEW BUSINESS:

10. ADJOURN:

BUSINESS SESSION: THURSDAY, APRIL 15, 2021, 10:00 A.M.

Location: Participation in meeting is by telephone conference only.

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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 please stand and recite the Pledge of Allegiance to the Flag.

ROLL CALL:

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

MEMBERS ABSENT:

Solicitor Karn and Assistant Solicitor Muriceak.

OTHERS PRESENT:

Jenn Sleppy and Sarah Chuff (Finance), Russell Montgomery (Public Defender) and Rebecca Robinson (Purchasing).

APPROVAL OF MEETING MINUTES – 04/06/21 and 04/08/21:

Commissioner Erb called for corrections or changes to the meeting minutes of 04/06/21 and 04/08/21. There were no corrections or changes noted.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENTS:

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

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution #133-2021: A resolution approving a proposal of service contract received from Keller Engineers for the preparation of revised bid documents, coordination and bidding services for the Blair County Parking Garage Stair Tower Repair Project, in the lump sum total of \$4,170.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #133-2021.

Resolution #134-2021: A resolution approving a contract time extension by Siemens Industry for completion of the Prison HVAC Coil Replacement Project from April 17, 2021 to June 17, 2021, at no additional charge, due to the extended lead-time of 7 to 9 weeks for delivery of the required coil.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #134-2021.

Resolution #135-2021: A resolution approving a contract between the County of Blair, on behalf of the Blair County Public Defender's Office and Karpel Computer Systems/dba Karpel Solutions for installation services of the Defender by Karpel® Software Program, and for the first year of services, in the total project amount of \$66,350.00. The first payment will be due in the total amount of \$26,625.00 at agreement signing, and the second payment will be due in the total amount of \$26,625.00 once the database is installed and accessible and the third payment will be due in the amount of \$13,100.00 for the training of staff to be completed on September 24. Said payments shall be paid from the general fund budget. Beginning in the year 2022 the annual licensing maintenance fee in the amount of \$7,200.00 shall be paid from the Blair County Public Defender's General Fund Budget.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #135-2021.

Resolution #136-2021: A resolution approving an agreement between the County of Blair, on behalf of the Blair County Public Defender's Office and Karpel Computer Systems/dba Karpel Solutions for internet based software hosting through Hosted by Karpel of the copyrighted software program Defender by Karpel® that has been licensed to the County of Blair, on behalf of the Blair County Public Defender's Office for future costs in the amount of \$100.00 per year per user that has access to the software through the service and website. Term of said agreement shall be for one (1) year and will begin on the estimated go live date of September 27, 2021, and such term shall automatically renew unless either party gives notice to the other party thirty-30 days prior to the term expiration of intent not to renew.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #136-2021.

Resolution #137-2021: A resolution approving a Master Subscription Agreement between the County of Blair, on behalf of the Blair County District Attorney's Office and Hawk Analytics for one (1) Tier 1 CellHawk Subscription, 100,000 maximum number of detail records, and three (3) maximum users, in the total amount of \$2,495.00, for the period of 05/02/2021 through 05/01/2022.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #137-2021.

Resolution #138-2021: A resolution approving an Independent Contractor Agreement between the County of Blair and Richard Consiglo, to serve as Special Prosecutor, in a Homicide Trial, in the biweekly amount of \$961.53, for the period of April 1, 2021 through conclusion of trial.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #138-2021.

Resolution #139-2021: A resolution approving a renewal Software Maintenance Agreement between the County of Blair, Blair County Department of Emergency Services/911E and NetMotion, in the annual amount of \$7,003.66, to provide secure access to the Computer Aided Dispatch (CAD) network while outside of the secure network.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #139-2021.

Resolution #140-2021: A resolution approving to Amend Resolution #113-2021 correcting activity for the submission of a FY 2020 Emergency Solutions Grant (ESG) Contract #C000074220 Budget Revision #1 to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:

Blair County Community Action Agency:

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- Increase existing activity for Rapid Rehousing/Rental Assistance from \$18,108.00 to \$23,608.00. (no change)

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution #140-2021.

Resolution #141-2021: A resolution approving Revision #1 of the FY 2019/2020 Income and Expense Report for the Early Intervention Program to the Pennsylvania Department of Human Services.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution #141-2021.

Resolution #142-2021: A resolution approving to Amend Resolution #92-2021 as follows:

- **From** - Increasing the total project cost for Bridge #67 from \$2,485,000.00 to **\$2,550,000.00**;
- **To** - Decreasing the total project cost for Bridge #67 from \$2,485,000.00 to **\$1,812,500.00**.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #142-2021.

OLD BUSINESS:

Fort Roberdeau:

Chief Clerk Hemminger requested approval of a Property Access Agreement by and between the County of Blair and the Pennsylvania State University for WPSU to film a Fort Roberdeau Virtual Field Trip April 26 and 27, 2021 to be aired on WKPSU-TV stations, at no cost to the county.

Chief Clerk Hemminger stated that the county has received permission from PCoRP to move forward with the insurance documents provided by Penn State and the agreement is ready for approval.

Resolution #143-2021: A resolution approving a Property Access Agreement by and between the County of Blair and the Pennsylvania State University for WPSU to film a Fort Roberdeau Virtual Field Trip April 26 and 27, 2021 to be aired on WKPSU-TV stations, at no cost to the county.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #143-2021.

COVID-19 Pandemic:

Chief Clerk Hemminger presented continued discussion concerning the request for approval presented Tuesday, April 13 pertaining to an Accounting and Consulting Solutions Contract between the County of Blair and Susquehanna Accounting and Consulting Solutions, Inc., to fulfill the Department of Community and Economic Development's (DCED) monitoring requirements of the Emergency Rental Assistance (ERAP) allocation from the Pennsylvania Department of Human Services.

Chief Clerk Hemminger stated that in re-reading the contract she realized that she wrote the Work Session Agenda write-up incorrectly. She stated that Susquehanna Accounting and Consulting Solutions, Inc. will provide monitoring services for all COVID-19 Pandemic related funds coming into the county and not just the ERAP allocation as previously written.

Discussion followed.

Resolution #144-2021: A resolution approving an Accounting and Consulting Solutions Contract between the County of Blair and Susquehanna Accounting and Consulting Solutions, Inc. for monitoring of all COVID-19 Pandemic related funding that comes into the County; and fulfilling the Department of Community and Economic Development's (DCED) monitoring requirements of the Emergency Rental Assistance (ERAP) allocation from the Pennsylvania Department of Human Services with the discounted hourly rates listed below being paid from any allowable funds for administration:

- Shareholder/Director \$275.00
- Senior Managing Consultant \$195.00
- Senior Consultant \$175.00
- Consultant \$125.00

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution #144-2021.

NEW BUSINESS:

None

ADJOURN:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk