

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM, BASEMENT  
TUESDAY, AUGUST 22, 2023, 10:00 A.M.**

*\*Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial 1-301-715-8592 or 1-646-876-9923 and enter meeting number 966 3545 3323 and enter the meeting passcode 423423*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **UPCOMING MEETINGS**

Wednesday, August 23, 2023

Thursday, August 24, 2023      10:00 a.m.      \*Commissioners Business Session  
(Commissioners Meeting Room)

Friday, August 25, 2023

Monday, August 28, 2023

Tuesday, August 29, 2023      10:00 a.m.      \*Commissioners Work Session  
(Commissioners Meeting Room)

6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **CONSENT AGENDA**

**Resolution 404-2023:**

- a. Payment of the following two-2 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/22/2023	230822WW	\$1,015,714.52
08/22/2023	230822SS	\$ 561,324.45

- b. Ratification of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/14/2023	230814RF	\$ 313.04
08/17/2023	230817HR	\$4,410.80
08/14/2023	230814FS	\$3,259.85

- c. **2023 Budget Transfer:** Costs from the third of five sessions with Nygren Training Solutions.

<u>From</u>	<u>\$</u>	<u>To</u>
01105-42070 Human Resources	\$126.27	762012-42070 APO Satellite
01105-42070 Human Resources	\$126.27	012012-42070 APO Satellite
01105-42070 Human Resources	\$126.27	01107-42070 Assessment
01105-42070 Human Resources	\$126.27	01101-42070 Commissioners
01105-42070 Human Resources	\$126.27	01101623-42070 Conservation District
01105-42070 Human Resources	\$126.27	01152-42070 Coroner
01105-42070 Human Resources	\$126.27	01155-42070 Costs and Fines
01105-42070 Human Resources	\$126.27	013201-42070 CYF
01105-42070 Human Resources	\$126.27	34156-42070 Domestic Relations
01105-42070 Human Resources	\$126.27	011062-42070 Elections
01105-42070 Human Resources	\$126.27	01113-42070 GIS
01105-42070 Human Resources	\$252.54	01202-42070 JPO
01105-42070 Human Resources	\$535.08	01209PO-42070 Prison
01105-42070 Human Resources	\$126.27	01153-42070 Prothonotary
01105-42070 Human Resources	\$126.27	01150-42070 Register and Recorder
01105-42070 Human Resources	\$126.27	01151-42070 Sheriff
01105-42070 Human Resources	\$252.54	75504-42070 Social Services
01105-42070 Human Resources	\$126.26	01111-42070 Tax Claim
01105-42070 Human Resources	\$126.26	01109-42070 Treasurer
01105-42070 Human Resources	\$126.26	01603-42070 Veteran Affairs

- d. **2023 Budget Transfer:** To cover insurance deductible fees received from PCorP.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44960 General County Operations	\$2,960.00	01209PO-44960 Prison

- e. **2023 Budget Transfer:** Occupational Health Fees for the month of July 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$223.00	01209PO-42000 Prison

- f. **2023 Budget Transfer:** Fees received from MedExpress for the month of February 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$279.00	012012-42000 APO Satellite
01101GCO-42000 General County Operations	\$186.00	762012-42000 APO Satellite

- g. **2023 Budget Transfer:** Legal fees received from McNeese Wallace for the month of July 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$3060.00	01160CR-44080 Court Reporters
01101GCO-44080 General County Operations	\$150.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$1800.00	01105-44080 Human Resources
01101GCO-44080 General County Operations	\$510.00	01202-44080 JPO
01101GCO-44080 General County Operations	\$300.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$870.00	34156-44080 Domestic Relations
01101GCO-44080 General County Operations	\$5375.50	013201-44080 CYF
01101GCO-44080 General County Operations	\$2850.00	01101-44080 Commissioners

- h. **2023 Budget Transfer:** Charges received from HealthForce on an invoice dated August 11, 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$55.00	762012-42000 APO
01101GCO-42000 General County Operations	\$55.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$55.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$85.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$55.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$55.00	01160DM-42000 Judge Milliron/pool
01101GCO-42000 General County Operations	\$580.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$55.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$330.00	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$55.00	01602-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$110.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$85.00	01103CS-42000 Custodial Services
01101GCO-42000 General County Operations	\$110.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$55.00	44122-42000 Public Safety – 911

- i. **Blair County Bridges 87, 88, 89, 92/Box Culvert Project:** Requesting approval for payment of Applications for Payment #8 and #9, received from Francis J. Palo, Inc., in the total amounts of \$10,062.92 and \$305,905.19 respectively for the Bridges 87, 88, 89, 92/Box Culvert Project.

- j. **Employment:** Amanda L. Barrett, FT, Case Manager/Enforcement Specialist, Domestic Relations, \$15.52/hr., effective 08/21/23; Jennifer L. Brehm, FT, District Court Administrative Support, MDJ Miller, \$11.58/hr., effective 08/21/23; Justin A. Detwiler, FT, Fiscal Assistant, CYF, \$11.68/hr., effective 08/21/23; Jeannie L. Hamilton, FT, Caseworker I, CYF, \$17.29/hr., effective 08/21/23; and Christopher M. Miller, FT, Clerk Typist I/Clerical Stats, CYF, \$10.60/hr., effective 08/21/23.

- k. **Terminations:** Connor J. Coleman, Seasonal, Groundskeeper, Public Works-Highway, \$13.67/hr., effective 08/11/23.

- l. **Resignations:** Eugene R. Markel, FT, Corrections Officer, Prison, \$21.05/hr., effective 08/16/23; Sarah M. Beers, FT, Corrections Officer, Prison, \$21.05/hr., effective 08/17/23; Dustin M. Weber, FT, Sheriff's Deputy, Sheriff's Office, \$15.75/hr., effective 08/29/23.

- m. **Retirements:** Rosi M. Weitzel, FT, Clerk Typist II/Court Aide, CYF, \$11.55/hr., effective 08/23/23.

- n. **Employment Status Change:** Karen G. Wise, From, PT, Fiscal Specialist, Social Services, 29.0/hrs. per week, \$15.52/hr., To, FT, Fiscal Specialist, Social Services, 35.0/hr. per week, \$15.52/hr., effective 08/28/23.

## 9. STAFF REPORTS & SPECIAL BUSINESS

### A. **2022 Audit:**

- i. Presentation of the 2022 Audit Report by Zelenkofske Axelrod LLC.
- ii. Requesting approval for the acceptance of the 2022 Audit Report prepared by Zelenkofske Axelrod LLC.

**B. Department of Emergency Services/911E:**

- i. Requesting approval of a Cost Contract between the County of Blair, on behalf of the Department of Emergency Services and **DiAndrea Media** for the purchase of custom designed pens with the Emergency Management logo, for various community outreach events, in the total amount of \$475.00.
- ii. Requesting 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 11/01/23 through 10/31/24.
- iii. Requesting approval to amend Resolution 109-2023, dated March 9, 2023, by removing language “in an amount not to exceed \$600.00 for 2023” from said Resolution that originally approved the Master Service Agreement and Statement of Work between the County of Blair, on behalf of the Department of Emergency Services 911E and Language Line Services, Inc., to provide limited English proficient individuals with spoken language statements, converting English to another language, in an amount not to exceed \$600.00 for 2023.

**C. Children, Youth and Families:**

Requesting approval of an Agreement for Payment of Legal Services between the County of Blair, on behalf of Blair County Children, Youth and Families and Fanelli Willet Law Offices for guardian ad litem for a child or court appointed additional counsel for a child by one or more Orders of Court, at the monthly installment amount of \$2,100.00; and a fee of \$200.00 for the preparation of a Power of Attorney, for the period of July 1, 2023 through June 30, 2024.

**D. Juvenile Probation:**

Requesting approval of a Student Assistance Program and Juvenile Probation Office Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and the Hollidaysburg Area School District for the period of August 1, 2023 through June 30, 2024.

**E. Finance:**

Requesting approval of an Amendment to the Agreement dated December 9, 2016 between the County of Blair and Tyler Technologies, to add (6) PACE Flex Services Days, in the annual amount of \$8,325.00, plus associated travel costs for a one-1 year period commencing on September 1, 2023. Said Amendment to Agreement will renew automatically for additional one-1 year terms at the then current fees unless terminated in writing by either party at least fifteen (15) days prior to the end of the then current term.

**F. Information Technology:**

Requesting approval to ratify the subscription and invoice with Zoom Video Communications, Inc., in the total amount of \$2,118.94 for ten-10 licenses for the period of August 18, 2023 through August 17, 2024.

**G. Commissioners Office:**

Requesting approval of the 2023-2024 Volunteer AD&D Program renewal application with CCAP for the period of October 1, 2023 through October 1, 2024, as outlined below:

- Medical Maximum \$100,000
- Accidental Death Maximum \$25,000
- Accidental Dismemberment Maximum \$25,000
- Deductible Amount \$0

- Number of Community Volunteers 149 x \$3.45 = \$514.05
- Number of Court Referred Alternative Sentencing Volunteers 0 x \$4.60 = \$0
- Number of Work Release Volunteers 10 x \$4.60 = \$46.00
- Number of Juvenile Tobacco Volunteers 0 x \$2.90 = \$0

Total Premium Due	\$560.05
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10. **OLD BUSINESS**

11. **ADJOURN**