

**WORK SESSION: TUESDAY, MARCH 15, 2022, 10:00 A.M.**

Location: Commissioners 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 that those attending 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 Solicitor Karn.

**Others Present:**

Katherine Swigart (HR), Rebecca Robison (Purchasing), Helen Schmitt (Public), Trina Illig (Social Service), Mark Taylor (Department of Emergency Services/911), Melissa Harpster and Allison Senkevich (Commissioners Meeting), AC Stickel (Controller), Carol A. Dannenberg and Ryan King (Hollidaysburg Community Watchdog), Kay Stephens (Altoona Mirror), Glenn Nelson (Fort Roberdeau), Sherry Socie (Planning Commission), Keith Calhoun (Domestic Relations), and Jim Ott (Sheriff).

**Upcoming Meetings:**

Wednesday, March 16, 2022	7:30 a.m.	Convention & Sports Facilities Mtg. (Convention Center)
	10:00 a.m.	SAP&DC (Commissions Office)
	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B)
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, March 17, 2022	8:30 a.m.	*Prison Board (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, March 18, 2022		
Monday, March 21, 2022		
Tuesday, March 22, 2022		Commissioners Work Session Cancelled
Wednesday, March 23, 2022		
Thursday, March 24, 2022	10:00 a.m.	*Commissioners Work/Business (Commissioners Meeting Room)
Friday, March 25, 2022		
Monday, March 28, 2022		
Tuesday, March 29, 2022	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

**Executive Session Announcement:**

Chief Clerk Hemminger announced that she, the three-3 Commissioners and HR Director, Katherine Swigart met in Executive Session beginning at 9 am on Monday, 03/14/22 to interview for one-1 open position and will meet again today beginning at 11 am to also interview for one-1 open position.

**Public Comment:**

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

**Commissioners Comments:**

Commissioner Erb called for commissioner comments.

Commissioner Webster acknowledged the work of the Fort Roberdeau Association Board and Volunteers for planning a wonder calendar of events for 2022 and encouraged everyone to visit the Fort.

Commissioner Burke – no comments noted.

Commissioner Erb – no comments noted.

**Consent Agenda:**

**Resolution #93-2022:**

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/15/2022	220315CY	\$452,100.12
03/15/2022	220315SS	\$352,504.14
03/15/2022	220315WW	\$281,992.92

Which include payment of the following invoices:

- UPMC Altoona, in the total amount of \$73,559.92.

b. Ratification of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/10/2022	220310SS	\$6,578.34
03/10/2022	220310HR	\$7,136.36
03/08/2022	220308MW	\$5,094.44
03/07/2022	220307FS	\$791.28

c. Ratification of Total Payroll for the Check Dated 03/10/22, in the total amount of \$812,672.97.

d. **2022 Budget Transfers:** Invoice received from HealthForce for February 2022.

From	\$	To
01101GCO-42000 General County Operations	\$105.00	012011-42000 Adult Parole and Probation
01101GCO-42000 General County Operations	\$85.00	012012-42000 Adult Parole and Probation
01101GCO-42000 General County Operations	\$50.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$55.00	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$55.00	01160JB-42000 Judge Bernard
01101GCO-42000 General County Operations	\$50.00	013201-42000 Children, Youth, and Families
01101GCO-42000 General County Operations	\$55.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$110.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$110.00	01151-42000 Sheriff

e. **2022 Budget Transfers:** Invoice received from Justifacts for February 2022.

From	\$	To
01101GCO-42000 General County Operations	\$112.28	01107-42000 Assessment
01101GCO-42000 General County Operations	\$105.28	01160DM-42000 Judge Milliron/pool
01101GCO-42000 General County Operations	\$112.28	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$708.43	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$70.25	01157-42000 Public Defender
01101GCO-42000 General County Operations	\$162.23	01151-42000 Sheriff
01101GCO-42250 General County Operations	\$56.27	01105-42250 Human Resources

f. **2022 Budget Transfer:** Legal fees received from Campbell Durrant for the month of February 2022.

From	\$	To
01101GCO-44080	\$3,174.40	01209PO-44080 Prison

g. **Employment:** Melena M. Kogler, FT, Receptionist/Clerk, Custody, \$10.51/hr., effective 03/14/22; Michelle McGowan, PT, Department Clerk I, Assessment, \$11.03/hr., effective 03/14/22; Allison G. Seidel, FT, Coordinator, Victim/Witness, \$48,568.00/yr., effective 03/14/22; Justin F. Bennett, From, FT, Corporal, Sheriff’s Office, \$16.24/hr., To, FT, Sergeant, Sheriff’s Office, \$16.73/hr., effective 02/19/22; Bethany L. Cocola, From, FT, Deputy, Sheriff’s Office, \$15.39/hr., To, FT, Corporal, Sheriff’s Office, \$16.19/hr., effective 03/05/22; and Larry L. Hopkins, From, FT, Deputy, Sheriff’s Office, \$15.39/hr., To, FT, Corporal, Sheriff’s Office, \$16.19/hr., effective 03/05/22.

h. **Terminations:** Kenneth J. Dalto, FT, Corrections Officer, Prison, \$16.87/hr., effective 02/25/22.

i. **Resignations:** Nicole R. Meyers, FT, Corrections Officer, Prison, \$16.87/hr., effective 11/18/21; Jeffrey D. Miller, FT, Corrections Officer, Prison, \$16.87/hr., effective 03/10/22; Khala L. Vinces, FT, Receptionist/Clerk, Prothonotary, \$10.51/hr., effective 03/10/22; Angela R. Brand, PT, Administrative Support, Public Defender’s Office, \$10.51/hr., effective 03/17/22; Heather J. Meck, FT, HR Manager, HR, \$48,466.60/yr., effective 03/18/22; and Malissa L. Peters, FT, Supervisor-Family Engagement, CYF, \$45,008.60/yr., effective 03/18/22.

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

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #93-2022 with abstention as noted.

**Staff Reports & Special Business:**

**ABCD Corporation:**

Discussion concerning the request to create a Blair County state designated Enterprise Zone to encompass core areas in the County of Blair to include the City of Altoona, Logan Township, Hollidaysburg Borough, Tyrone Borough, Williamsburg Borough and Roaring Spring Borough.

Tom Seasoltz provided a summary of what a Keystone Enterprise Zone addresses and what its advantages are to the community.

Mr. Seasoltz stated it is a request to the state and if awarded the benefits are:

- Grant to loan funds
- Priority in state contracts
- Tax credits
- Revolving loan funds
- No financial obligation to participate

Mr. Seasoltz addressed a question asked by Commissioner Webster stating that there is no local tax credit only state tax credit. He stated that ABCD Corporation would administer the program with no cost to the county.

Discussion followed.

**Social Services:**

Trina Illig requested approval for the acceptance of bids received for the Fort Roberdeau Pavilion Renovation Demolition Project for review, award or rejection according to county code.

Trina Illig stated that bids were solicited for the Fort Roberdeau Pavilion Renovation Demolition Project. She stated bids were received and opened last Wednesday, March 9, 2022 with the following two-2 bids received for review:

COMPANY NAME	BID	ALTERNATE - A	ALTERNATE - B
John Claar Excavating, Inc. - Woodward Pa	\$25,038.00	\$15,694.00	\$3,422.00
BCS Construction, Inc. - Altoona Pa	\$36,975.00	\$9,775.00	\$2,475.00

Mrs. Illig requested that the board consider accepting the bids received an award to John Claar Excavating, Inc. the lowest responsible bidder along with awarding Alternate A but not awarding Alternate B.

**Resolution #94-2022:** A resolution approving the acceptance of bids received for the Fort Roberdeau Pavilion Renovation Demolition Project, and award of bid to John Claar Excavating, Inc. the lowest responsible bidder along with awarding Alternate A but not awarding Alternate B as shown below:

COMPANY NAME	BID	ALTERNATE - A	ALTERNATE - B
John Claar Excavating, Inc. - Woodward Pa	\$25,038.00	\$15,694.00	\$3,422.00
BCS Construction, Inc. - Altoona Pa	\$36,975.00	\$9,775.00	\$2,475.00

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #94-2022.

**Fort Roberdeau:**

Glenn Nelson requested approval of a County of Blair Agreement for Purchases under Bidding Threshold between the County of Blair and Ken Wertz Hauling & Septic Service, Inc., for portable toilet pumping and cleaning services for the handicap portable toilet unit at Fort Roberdeau, for the sum of \$55.00 per month for one-1 cleaning during the months of January, February & March 2022, and for the sum of \$100.00 per month for two-2 cleanings for the month of April 2022 and potentially May 2022.

Discussion followed.

**Department of Emergency Services:**

Mark Taylor requested approval of an Event Sponsor Agreement between and among the counties of Bedford, Blair, Centre, Fulton, Huntingdon, Juniata, Mifflin and Snyder as members of the South Central Mountain Regional Counter Terrorism Task Force (SCMRCTTF) to share 1/8 of the liability from any Task Force events.

Discussion followed.

**Human Resources:**

- a. Chief Clerk Hemminger requested approval of a Last-Chance Agreement by and among the County of Blair, AFSCME Council 83 and one-1 county employee (AFSCME union member) effective upon execution of agreement.

Discussion followed.

**Resolution #95-2022:** A resolution approving a Last-Chance Agreement by and among the County of Blair, AFSCME Council 83 and one-1 county employee (AFSCME union member) effective upon execution of agreement.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution #95-2022.

- b. Chief Clerk Hemminger requested approval of a Standard Services Agreement between the County of Blair and Manpower, Inc. for staffing services specifically outlined in Exhibit A and the Provision of Staffing Services section of said agreement.

Mrs. Hemminger stated that the agreement will be for temp to hire positions mainly with Children, Youth and Families (CYF), but services will also be utilized should other departments develop the need.

Discussion followed.

**Old Business:**

**Human Resources:**

Requesting approval of a quote received from Tyler Technologies for Blair County ERP PACE 06 Flex for implementation of timekeeping through Employee Self-Service module of MUNIS and additional training options, in the total amount of \$8,325.00.

Commissioner Erb requested the request be removed from the agenda until a later date.

**Adjourn:**

Meeting Adjourned,