

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM, BASEMENT  
TUESDAY, DECEMBER 6, 2022, 10:00 A.M.**

*\*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#*

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

Wednesday, December 7, 2022	9:00 a.m.	*Retirement Board Mtg. (Commissioners Mtg. Rm.)
	10:30 a.m.	*Salary Board Mtg. (Commissioners Mtg. Rm.)
Thursday, December 8, 2022	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Rm.)
Friday, December 9, 2022		
Monday, December 12, 2022		
Tuesday, December 13, 2022	10:00 a.m.	<del>Commissioners Work Session (CANCELLED)</del>
	7:00 p.m.	Airport Authority Mtg. (Blair County Airport)

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

**Resolution #507-2022:**

- a. Payment of the following six (6) Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/06/2022	221206WW	\$444,303.10
12/06/2022	221206CO	\$ 22,715.91
12/06/2022	221206CY	\$ 15,394.24
12/06/2022	221206TD	\$ 96,346.54
12/06/2022	221206PP	\$ 1,560.00
12/06/2022	221206SS	\$480,703.84

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$676.00.

- b. Ratification of the following nine (9) Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/01/2022	221201WC	\$ 6,250.00
12/01/2022	221201HR	\$ 29,149.90
12/01/2022	221201FN	\$117,016.69
12/01/2022	221201HI	\$524,452.24
11/29/2022	221129MW	\$197,410.73
11/29/2022	221129EO	\$ 66,767.38
11/29/2022	221129FS	\$ 2,425.15
11/25/2022	221125RF	\$ 1,828.19
11/25/2022	221125HR	\$ 4,191.86

- c. Ratification of Total Payroll for the Check Dated December 1, 2022, in the total amount of \$854,719.63.

- d. **2022 Budget Transfer:** To cover non-staff sustenance expenses.

<b>From</b>	<b>\$</b>	<b>To</b>
01101GCO-41999 General County Operation's	\$79,030.00	01209PO-45000 Prison

- e. **2022 Budget Transfer:** To cover travel expenses for the Deputy Coroner to attend required training.

<b>From</b>	<b>\$</b>	<b>To</b>
01101GCO-41999 General County Operation's	\$1,070.04	01152-42060 Coroner
01101GCO-41999 General County Operation's	\$ 210.00	01152-42050 Coroner
01101GCO-41999 General County Operation's	\$ 120.52	01152-42040 Coroner

- f. **2022 Budget Transfer:** To cover autopsy and transport services:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 General County Operations	\$41,924.00	01152-44120 Coroner
01101GCO-41999 General County Operations	\$ 4,634.00	01152-44000 Coroner

- g. **Prison:** Requesting approval of one-1 South Hills School of Business Intern, Kathryn Descavish, for the period of March 14, 2023 through June 8, 2023 (330 hours). Internship is for credit only and at no cost to the county.
- h. **Blair County Conservation District Board:** Requesting approval of the reappointment of John Morrow (Farmer Director) to the Blair County Conservation District Board, for the period of January 1, 2023 through December 31, 2026; and for the reappointment of Commissioner Bruce R. Erb, for the period of January 1, 2023 through December 31, 2023.
- i. **Employment:** Connie J. Curfman, PT, Tipstaff, Court Administration, \$11.58/hr., effective 12/05/22; Erin M. George, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 12/05/22; Gladys J. George, FT, Department Clerk 1, Domestic Relations, \$11.03/hr., effective 12/05/22; Samuel L. Harker, FT, Deputy, Sheriff's Office, \$16.00/hr., effective 12/05/22; Catherine A. Livingston, FT, Clerk Typist 1/Receptionist, CYF, \$10.49/hr., effective 12/05/22; Renee L. Mahalko, From, PT, Courtroom Clerk, Prothonotary, \$12.16/hr., To, PT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 11/28/22; Jennifer E. Lewis, From, FT, Clerk Typist 1/Filing, CYF, \$10.60/hr., To, FT, Administrative Support, JPO, \$11.58/hr., effective 12/05/22; and Michael E. Sheppard, From, FT, Custodian, Public Works, \$17.39/hr., To, FT, Maintenance Technician, Public Works, \$16.43/hr., effective 12/05/22.
- j. **Resignations:** Brandon M. Ott, FT, Corrections Officer, Prison, \$21.67/hr., effective 11/22/22; Meghan F. Irwin, FT, Deputy Director, Domestic Relations, \$48,359.48/yr., effective 12/05/22; and Bobbie J. Thurman, FT, Casework Supervisor, CYF, \$46,246.46/yr., effective 12/07/22.

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Blair Drug and Alcohol:**

Requesting approval for the submission of a FY 22/23 Probation with Restrictive Conditions Intermediate Punishment Treatment Grant (#37214) Budget Modification to the Pennsylvania Commission on Crime and Delinquency (PCCD) to increase the personnel salary budget line \$30,101.50, and increase the benefits budget line \$2,776.50, to support the drug tester positions for the specialty court programs, thus reducing the SCRAM budget line \$10,500.00, and the IOP/OP budget line \$22,378.00.

B. **Department of Emergency Services:**

Requesting approval of a quote received from Valley Tire-Altoona, in the total amount of \$4,127.60, for the purchase and mounting of six-6 tires for the Comm One (Big Red) vehicle. Price includes dismounting and disposal of the old tires, and will be paid with PEMA Funds.

C. **Social Services:**

- a. Requesting approval to advertise for proposals for professional engineering services to provide project design, preparation of bid specifications and project inspections services to a project to be funded under the County of Blair's Community Development Block Grant (CDBG) Program.
- b. Requesting approval for the submission of a Budget Modification to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:

**FY 2016 CDBG #C000066602**

Reduce	Housing Rehabilitation – Rehab 424-426 W First St., Williamsburg	-\$104,731.00
Increase	Demolition and Clearance – 424 W First St., Williamsburg	+\$104,731.00

**FY 2021 CDBG #C000082572**

Reduce	Housing Rehab – Owner Occupied Non-Entitlements	-\$110,000.00
Increase	Housing Rehab – Sewer Laterals – DC Sewer Ext., Allegheny Township	+\$ 10,000.00
Create	Housing Rehab– Water Laterals – Everett Road, Freedom Township	+\$100,000.00

- c. Requesting approval of a County of Blair Demolition Fund Program Disbursement, for the demolition of a property located at 323 1<sup>st</sup> Avenue, Altoona, PA, in the total estimated amount of \$9,450.00 (municipality \$4,725.00; demolition fund \$4,725.00.)

D. **Court Administration:**

Requesting approval of a quote received from George T. Bisel Co., Inc., for the 2023 Crimes Code, Vehicle Code and Landlord/Tenant Publications, for use by the Magisterial District Judges, in the total amount of \$2,176.00.

E. **2023 Budget:**

A. **Review of Committed Funds:**

Requesting approval to reduce General Fund Committed Funds **from** \$259,573 (\$243,583– Post Retirement Healthcare (Valley View), \$15,990 – Worker’s Comp Reserve (Valley View)) **to** \$200,723 (\$189,518 – Post Retirement Healthcare (Valley View), \$11,205 – Worker’s Comp Reserve (Valley View)).

B. **2023 General Funds and Reserve Account Budget Introduction:**

**Introduction of the 2023 General Fund & the following Reserve Accounts:**

Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

10. **OLD BUSINESS**

**Department of Emergency Services:**

Requesting approval of an Agreement by and between the County of Blair, Emergency Management Agency (EMA) and the Blair County Planning Commission (BCPC), for Hazard Mitigation Plan Development for 2025, in the amount of \$105,000.00, for the period of August 5, 2022 through August 6, 2025, to be billed as milestones are completed in the development of the plan. Said expenses will be reimbursed through the Hazard Mitigation Plan Grant.

11. **ADJOURN**