

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
PARTICIPATION BY TELEPHONE CONFERENCE ONLY  
TUESDAY, NOVEMBER 10, 2020, 10:00 A.M.**

*\*Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. 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. **PUBLIC COMMENT**
6. **SPECIAL PRESENTATION**
7. **COMMISSIONERS COMMENTS**
8. **CONSENT AGENDA**

**Resolution #458-2020:**

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/10/2020	201110SS	\$453,252.75
11/10/2020	201110MW	\$479,211.59

Which include payment of the following invoices:

- UPMC Behavioral Health, in the total amount of \$232,191.92
- UPMC Altoona, in the total amount of \$2,443.53
- UPMC Community Medicine, in the total amount of \$1,875.00
- **2017 Project Fund/Bond:** East Coast Risk Management, in the total amount of \$2,281.25, for contracted services rendered.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/6/2020	201105CO	\$ 24,096.93
11/03/2020	201103FS	\$ 3,378.90
11/04/2020	201104WC	\$ 16,363.65
11/06/2020	201106HR	\$ 14,658.65
11/02/2020	201102RF	\$ 339.16
11/02/2020	201002MW	\$ 8,130.27
11/02/2020	201102HI	\$ 541,806.23
10/30/2020	201030HR	\$ 12,657.89
10/27/2020	201027FS	\$ 2,174.28

- c. Ratification of Total Payroll for the Check Dated November 5, 2020, in the total amount of \$789,376.43.

- d. **2020 Budget Transfer:** Legal fees received from McNees Wallace for the month of October 2020.

From	\$	To
01101GCO-42000 General County Operations	\$288.22	012012-42000 APO
01101GCO-42000 General County Operations	\$147.61	013201-42000 CYF
01101GCO-42000 General County Operations	\$134.61	01155-42000 Costs and Fines
01101GCO-42000 General County Operations	\$156.61	01160ED-42000 Judge Doyle
01101GCO-42000 General County Operations	\$134.61	01158-42000 District Attorney
01110GCO-42000 General County Operations	\$595.44	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$128.61	01151-42000 Sheriff's Office
01101GCO-42250 General County Operations	\$27.29	01158-42250 District Attorney

- e. **Bridge #67/T-378 West Loop Road Bridge Replacement:** Requesting approval for payment of **ECMS submission, Invoice #15, Part #1,** received from Keller Engineers, Inc., in the total amount of \$39,487.22. Expenses are 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- f. **Human Resources:** Requesting approval of the 2021 Holiday Calendar.
- g. **Employment:** Karla Jackson, Donna Benson, Suzanna Burnell, Kathy Culp, Patricia Flanagan, Cora Helsel, Mary Grace Horton, Richard Merritts and Ann Vellone, PT, Temporary, Department Assistant, Elections/Voter Registration, \$10.00/hr., effective 10/29/2020; Debbie Appleby, PT, Temporary, Department Assistant, Elections/Voter Registration, \$10.00/hr., effective 10/29/2020; Duane Bordell, Afsan Bhedelia, Michelle Aucker, PT, Temporary, Department Assistant, Elections/Voter Registration, \$10.00/hr., effective 11/4/2020; Stacy Donaldson, FT, Probation Officer Aide, APO, \$10.25/hr., effective 11/9/2020.
- h. **Termination:** Daniel Benson, FT, Deputy, Sheriff, \$15.04/hr., effective 9/30/2020.
- i. **Resignations:** Timothy, McClain, PT, Telecommunicator Trainee, 911 Center, \$13.55/hr., effective 8/17/2020; Theresa Lingle, FT, Corrections Case Manager, Prison, \$10.76/hr., effective 10/19/2020.

9. **STAFF REPORTS & SPECIAL BUSINESS**

**A. Social Services:**

- a. Requesting approval of the 2021 notification for opting out of assisted outpatient treatment to the Pennsylvania Department of Human Services.
- b. A resolution approving the submission of the FY2020 Community Development Block Grant (CDBG) Program Application on behalf of the 16 Non-Entitlement Communities and 6 Entitlement Communities of Antis Township, Blair Township, Frankstown Township, Greenfield Township, Hollidaysburg Borough and Tyrone Borough in the amount of \$905,802.
- c. Two resolutions authorizing the signing of Cooperative Agreements between the County of Blair and the 6 Entitlement municipalities to submit and administer the following: CDBG-CV Application/Contract in the amount of \$556,738; FY2020 CDBG Application/Contract in the amount of \$905,802.

10.

**B. Blair Senior Services:**

Requesting approval for the submission of the FY 2019-2020 4<sup>th</sup> Quarter Medical Assistance Transportation Program (MATP) Grantee Direct Costs Report to the Commonwealth of Pennsylvania.

**C. Assessment Office:**

Requesting approval of an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer, LLC for legal counsel services in assisting with the Blair County 2020 interim appeals and 2021 assessment appeals with respect to value, at the rate of \$155.00 per hour, plus overnight lodging reimbursement when necessary based upon court schedule or to minimize travel time, paid through the Blair County Assessment Office General Fund Budget, effective immediately and terminating on 12/31/2021 or sooner if all court appeals filed in 2020 for the 2021 assessment year have concluded.

**D. Domestic Relations:**

- a. Requesting approval of the IV-D contract between the Blair County Domestic Relations Section and Attorney Beverly J. Mears in the amount of \$160.00 per hour, to provide legal assistance through September 30, 2021 as directed by the Cooperative Agreement ratified September of 2020.
- b. Requesting approval of the IV-D contract between the Blair County Domestic Relations Section and Attorney Shawn P. Sullivan Esq. in the amount of \$160.00 per hour, to provide legal assistance through September 30, 2021 as directed by the Cooperative Agreement ratified September of 2020.

**E. Highway Department:**

Requesting approval of a quote between the County of Blair and Craig Fencing, Inc., to provide materials and installation of an electric gate at the Highway Yard in the amount of \$18,200.00.

**F. Court Administration:**

- a. Requesting approval of a quote between the County of Blair and CDW-G, for the purchase of four Polycom systems and four sound bars for Blair County Courts and Courtrooms in the amount of \$46,668.53.
- b. Requesting approval of a quote between the County of Blair and Boyer Refrigeration, Inc., to provide materials and installation of a compressor at the Magisterial Justice Jones' building in the amount of \$8,840.84.
- c. Requesting approval for the submission of the FY 2019-2020 MDJ Security Project Reimbursement to the Administrative Office of Pennsylvania Courts in the total amount of \$16,800.00.

**G. OLD BUSINESS**

None.

**H. ADJOURN**

**WORK SESSION: TUESDAY, NOVEMBER 10, 2020, 10:00 A.M.:**

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

**Roll Call:**

**Members Present:**

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger, Assistant Solicitor Muriceak.

**Members Absent:**

Solicitor Karn.

**Others Present:**

Scott Simmons (Commissioners), Jennifer Sleppy and Sarah Chuff (Finance), Don Weakland (IT), AC Stickle (Controller), Mark Taylor (911/E), Trina Illig and Theresa Rudy (Social Services), Janice Meadows (Court Administration), Keith Calhoun (Domestic Relations), Paul Shaffer (Public Works), Helen Schmitt (Public), Kay Stephens (Altoona Mirror), Elizabeth Doyle (President Judge), Katie Martin (Altoona Library System), and Dennis Wisor (Blair Senior Services).

**Public Comment:**

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

**Commissioners Comments:**

Commissioner Erb called for commissioners comments.

Commissioner Webster extended thanks and appreciation to the numerous county employees, and volunteers who assisted with the 2020 election process.

Commissioner’s Burke and Erb echoed Commissioner Webster’s comments.

**Consent Agenda:**

**Resolution #458-2020:**

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

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- i. **Resignations:** Timothy McClain, PT, Telecommunicator Trainee, 911 Center, \$13.55/hr., effective 8/17/2020; Theresa Lingle, FT, Corrections Case Manager, Prison, \$10.76/hr., effective 10/19/2020.

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

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 458-2020.

### **Special Presentation:**

Mark Taylor provided a COVID-19 update. He stated that the situation in Blair County is the worst since the start of the Pandemic back in earlier March. He stated that there have been 465 positive cases reported since the previous week moving Blair County into the top five-5 highest counties within the state with single day cases near or above 100. The Department of Health indicates that this is a substantial up rise. The county's positivity rate is 8% with 30% of the people being tested last week having positive results.

Mr. Taylor stated that the Department of Health could not find any specific hot spots to cause such an up rise in positive cases and feels that it is wide community spread. He stated that Blair County has quadrupled its number of COVID positive hospital inpatients.

Mr. Taylor strongly encouraged residents to wear masks, social distance, and follow all other recommended guidelines issued by both the CDC and the Department of Health. He stated that if we do not adhere to the guidelines the continued community spread is going to be devastating.

### **Staff Reports & Special Business:**

#### **Social Services:**

- a. Theresa Rudy requested approval of the 2021 notification for opting out of assisted outpatient treatment to the Pennsylvania Department of Human Services.

Mrs. Rudy stated that as in previous years all counties within Pennsylvania have selected to opt out of providing assisted outpatient treatment pursuant to Section 301 (c) of the Mental Health Procedures Act. She stated that Blair County is requesting to opt out for calendar year 2021 as well.

Discussion followed.

- b. Trina Illig requested approval of a resolution approving the submission of the FY2020 Community Development Block Grant (CDBG) Program Application on behalf of the 16 Non-Entitlement Communities and 6 Entitlement Communities of Antis Township, Blair Township, Frankstown Township, Greenfield Township, Hollidaysburg Borough and Tyrone Borough, in the amount of \$905,802.

Discussion followed.

**Resolution 460-2020:** A resolution approving the submission of the FY2020 Community Development Block Grant (CDBG) Program Application on behalf of the 16 Non-Entitlement Communities and 6 Entitlement Communities of Antis Township, Blair Township, Frankstown Township, Greenfield Township, Hollidaysburg Borough and Tyrone Borough in the amount of \$905,802.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 459-2020.

- c. Tring Illig requested approval of two-2 resolutions authorizing the signing of Cooperative Agreements between the County of Blair and the 6 Entitlement municipalities to submit and administer the following:
  1. CDBG-CV Application/Contract in the amount of \$556,738.00
  2. FY2020 CDBG Application/Contract in the amount of \$905,802.00

Mrs. Illig stated that she is requesting approval of two-2 separate resolutions for the annual cooperative agreements that outline who is responsible for what items related to the grant. She stated that Solicitor Karn has reviewed the agreements.

Discussion followed.

**Blair Senior Services:**

Dennis Wisor requested approval for the submission of the FY 2019-2020 4<sup>th</sup> Quarter Medical Assistance Transportation Program (MATP) Grantee Direct Costs Report to the Commonwealth of Pennsylvania.

Mr. Wisor stated that previous quarter reports for FY 2019-2020 were submitted and approved by the Commonwealth of Pennsylvania; however, the 4<sup>th</sup> Quarter Report requires the Commissioners approval and signature prior to submission.

Mr. Wisor stated that there were 1,600 customers served and over 53,000 trips provided. He stated that the program is widely used in Blair County.

Discussion followed.

**Assessment Office:**

Nicole Hemminger requested approval of an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer, LLC for legal counsel services in assisting with the Blair County 2020 interim appeals and 2021 assessment appeals with respect to value, at the rate of \$155.00 per hour, plus overnight lodging reimbursement when necessary based upon court schedule or to minimize travel time, paid through the Blair County Assessment Office General Fund Budget, effective immediately and terminating on 12/31/2021 or sooner if all court appeals filed in 2020 for the 2021 assessment year have concluded.

Chief Clerk Hemminger stated that this is an annual agreement and the rate remains the same as the previous year. She stated that Solicitor Karn has reviewed the agreement.

Discussion followed.

**Domestic Relations:**

- a. Keith Calhoun requested approval of the IV-D contract between the Blair County Domestic Relations Section and Attorney Beverly J. Mears, in the amount of \$160.00 per hour, to provide legal assistance through September 30, 2021 as directed by the Cooperative Agreement ratified September of 2020.
- b. Keith Calhoun requested approval of the IV-D contract between the Blair County Domestic Relations Section and Attorney Shawn P. Sullivan Esq., in the amount of \$160.00 per hour, to provide legal assistance through September 30, 2021 as directed by the Cooperative Agreement ratified September of 2020.

Mr. Calhoun stated that in previous years the contract for legal assistance provided by Attorney Mears and Sullivan have been for a five-5 year period; however, both attorneys have indicated that they no longer wish to provide services. Therefore, the requested contracts for legal assistance will only be for a one-1 year period to provide the county sufficient time to find replacements for them.

Judge Doyle stated that it should be noted that services are only provided on an as needed basis and the amount of services provided total approximately \$2,000.00 to \$3,000.00 annually and there is no expense to the general fund for these services.

Discussion followed.

**Highway Department:**

Paul Shaffer requested approval of quote received from Craig Fencing, Inc., to provide materials and installation of an electric gate at the Highway Yard, in the amount of \$18,200.00.

Mr. Shaffer stated that three-3 quotes were requested with two-2 quotes out of three received. He stated that the quote received from Craig Fencing, Inc., was the lowest amount received.

Mr. Shaffer stated that three-3 quotes were solicited for the materials and installation of an electric gate at the Highway Yard. He stated that of the three-3 quotes solicited, one was non-responsive, Carney Fence provided a quote in the amount of \$18,201.40 and Craig Fencing provided the lowest quote in the amount of \$18,200.00.

Mr. Shaffer requested that the board consider accepting the quote received from Craig Fencing in the quoted amount of \$18,200.00.

Discussion followed.

**Resolution 466-2020:** A resolution approving a quote received from Craig Fencing, Inc., to provide materials and installation of a electric gate at the Highway Yard in the amount, of \$18,200.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 460-2020.

**Court Administration:**

- a. Janice Meadows requested approval of a quote between the County of Blair and CDW-G, for the purchase of four-4 Polycom systems and four-4 sound bars for Blair County Courts and Courtrooms, in the amount of \$46,668.53.

Mrs. Meadows stated that the Polycom equipment is needed in the courtrooms for remote participating with state correctional institutions and prisons due to COVID-19 restrictions and the need to participate under the judicial emergency including television screens allowing larger display of persons and information on Bluejeans.

Mrs. Meadows stated that the expense was not planned for in the 2020 budget; however, the expense qualifies for CARES Act funding.

Mr. Weakland stated that it should be noted that the Polycoms are from a quote received from ComStar Technologies and everything else mentioned is a CoStar's purchase.

Discussion followed.

**Resolution 467-2020:** A resolution approving a quote received from ComStar Technologies for the purchase of four-4 Polycom systems and four-4 sound bars for the Blair County Courts and Courtrooms, in the total amount of \$46,668.53.

Motion by Commissioner Burke, seconded by Commissioner Erb and unanimously approved to adopt Resolution 461-2020.

- b. Janice Meadows requested approval of a quote between the County of Blair and Boyer Refrigeration, Inc., to provide materials and installation of a compressor at the Magisterial Justice Jones' building, in the amount of \$8,840.84.

Mrs. Meadows stated that the compressor on the heating/cooling system at Magisterial Justice Jones' building has burned up and needs to be replaced as soon as possible as the heat will not turn on. She stated that the funds have been budgeted and are available for this expense.

Discussion followed.

**Resolution 468-2020:** A resolution approving a quote between the County of Blair and Boyer Refrigeration, Inc., to provide materials and installation of a compressor at the Magisterial Justice Jones' building, in the amount of \$8,840.84.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 462-2020.

- c. Janice Meadows requested approval for the submission of the FY 2019-2020 MDJ Security Project Reimbursement to the Administrative Office of Pennsylvania Courts, in the total amount of \$16,800.00.

Mrs. Meadows stated that the Administrative Office of Pennsylvania Courts (AOPC) has approved the essential security equipment project plan for upgrades in security to the doors and cameras at the three-3 district court offices. She stated that the expense and reimbursement accounts were included in the 2020 budget to accommodate this project, which is fully reimbursable up to \$16,800.00.

Mrs. Meadows stated that funds for this project need to be expended by the end of the year.

Discussion followed.

**Resolution 469-2020:** A resolution approving the submission of the FY 2019-2020 MDJ Security Project Reimbursement to the Administrative Office of Pennsylvania Courts, in the total amount of \$16,800.00.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 463-2020.

**Old Business:**

None.

**Adjourn:**

Meeting Adjourned,

