

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM, BASEMENT  
TUESDAY, OCTOBER 17, 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, 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, October 18, 2023	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 <sup>nd</sup> Fl.)
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, October 19, 2023	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, October 20, 2023		
Monday, October 23, 2023		
Tuesday, October 24, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)
	2:00 p.m.	*Public Budget Meeting (Commissioners Meeting Room)

6. **APPROVAL OF MEETING MINUTES 10/10/23 and 10/12/23**
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **PROCLAMATION – Red Ribbon Week October 23-31, 2023**
10. **CONSENT AGENDA**

**Resolution 492-2023:**

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/17/2023	231010TC	\$352,527.12
10/17/2023	231017SS	\$ 65,653.40
10/17/2023	231017WW	\$112,784.64

Which include payment of the following invoices:

- McCarl’s Preferred Services, in the total amount of \$4,045.00.

- b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/16/2023	231013PA	\$124,688.64
10/13/2023	231012RA	\$ 84,153.96
10/10/2023	231010ML	\$ 30,128.19
10/12/2023	231012HR	\$ 36,836.54
10/10/2023	231010FS	\$ 1,928.66

- c. **2023 Budget Transfer:** Projected residential expenses.

From	\$	To
01202203-44240 Juvenile Probation	\$45,000.00	01202206-44230 Juvenile Probation
01202203-44240 Juvenile Probation	\$45,000.00	01202206-44250 Juvenile Probation

- d. **2023 Budget Transfer:** Charges received from Boyer Refrigeration:

From	\$	To
01103BM-44840 Building Maintenance	\$ 872.31	01103HW-44840 Highway
01103BM-44840 Building Maintenance	\$1,050.58	01103HW-44840 Highway

- e. **2023 Budget Transfer:** Charges received from Empire Communications.

From	\$	To
01103BM-44810 Building Maintenance	\$150.00	44122-44810 911 Center

- f. **2023 Budget Transfer:** Fee for updated boiler certificate from PA Department of Labor.

From	\$	To
01103BM-42010 Building Maintenance	\$195.76	44122-42010 911 Center

- g. **2023 Budget Transfer:** Legal fees received from Campbell Durrant for September 2023.

From	\$	To
01101GCO-44080 General County Operations	\$10,687.90	01209PO-44080 Prison

- h. **2023 Budget Transfer:** Charges received from Frederick Lock and Key Inc.

From	\$	To
01103BM-44840 Building Maintenance	\$450.00	01161MD-44840 MDJ Dunio

- i. **2023 Budget Transfer:** Fees from Conemaugh Nason Occupational Health for September 2023.
 

From	\$	To
01101GCO-42000 General County Operations	\$38.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$50.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$50.00	013201-42000 CYF
- j. **2023 Budget Transfer:** To cover a department vehicle transfer.
 

From	\$	To
01101GCO-44930 General County Operations	\$290.00	01103BM-44930 Building Maintenance
- k. **Blair County Bridges 87, 88, 89, & 92/Box Culvert Project:** Requesting approval for the payment of Applications #12 and #13 received from Francis J. Palo, in the total amounts of \$240,015.12 and \$10,134.56, respectively.
- l. **Juvenile Probation:** Requesting approval of an Affiliation Agreement between the County of Blair and Bishop Guilfoyle High School for the purpose of student job shadowing and internship experiences.
- m. **Juvenile Probation:** Requesting approval of one (1) Bishop Guilfoyle student job shadowing and internship experience with Marklin Myers, for the period of October 24, 2023 to November 22, 2023, two (2) days per week for four (4) hour increments on court proceeding days. Job shadowing and internship experience is at no cost to the county.
- n. **Employment:** Margareta S. Cook, FT, Administrative Support, Costs and Fines, \$11.58/hr., effective 10/16/23; Brittany L. Dematteis, FT, Clean and Green Specialist 1, Assessment, \$14.08/hr., effective 10/16/23; and Brooke A. McCready, FT, Temporary, Department Assistant, CYF, \$11.13/hr., effective 10/16/23.
- o. **Employment Status Change:** Diane G. Kilmer, From FT, Temporary, Department Assistant, CYF, \$10.60/hr., To, FT, Clerk Typist 1/Receptionist, CYF, \$10.60/hr., effective 09/07/23; Kelli A. Bouffard, From, First Deputy-Clerk of Courts, Prothonotary, \$13.67/hr., To, FT, Administrative Support, District Court, MDJ Blattenberger, \$11.58/hr., effective 10/16/23; and Tara A. Guilbault, From, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., To, FT, Custody Processor, Custody, \$11.58/hr., effective 10/16/23.
- p. **Terminations:** Rory M. Grassadonia, FT, Social Services Aide 1, CYF, \$10.60/hr., effective 10/11/23.
- q. **Resignations:** Natalie G. Newingham, FT, Pre-Sentencing Guidelines Coordinator, DA, \$12.16/hr., effective 10/20/23; Cynthia J. Venesky, FT, Assessor 1, Assessment, \$14.29/hr., effective 10/12/23; Edward M. Drzewiecki, PT, Probation Officer Support, APO, \$12.26/hr., effective 10/24/23; and Katelyn L. Williams, FT, Administrative Support, JPO, \$11.58/hr., effective 10/12/23.
- r. **Separation Date Change:** Treva Y. DeSimone, FT, Juvenile Clerk of Courts, Prothonotary, \$12.56/hr., effective date change from 10/13/23 to 10/10/23.
- s. **Withdrew Acceptance of Job Offer:** Brittany M. Quirin, FT, Department 1 Clerk, Domestic Relations, \$11.03/hr., effective 10/10/23.

11. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Social Services:**

- i. Requesting approval for the submission of the FFY 2023 Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic Development (DCED) on behalf of the seventeen (17) Non-Entitlement Communities of the County of Blair, in the total amount of \$248,366.00.
- ii. Requesting approval for the submission of the “combined” FFY 2023 Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic Development (DCED) on behalf of the seventeen (17) Non-Entitlement Communities and the five (5) Entitlement Communities of the County of Blair, in the total amount of \$830,043.00.
- iii. Requesting approval of the Adoption of the FY 2023 Community Development Block Grant (CDBG) Program Grievance Procedure and authorization to re-designate Blair County Chief Clerk, Nicole M. Hemminger, as the Section 504 Officer.
- iv. Requesting approval of the Cooperation Agreements between the County of Blair and the five-5 Entitlement Municipalities to submit an application and to administer the FY 2023 Community Development Block Grant (CDBG) Program on their behalf as follows:

\$112,825.00	Blair County to benefit Hollidaysburg Borough
\$111,032.00	Blair County to benefit Tyrone Borough
\$122,147.00	Blair County to benefit Antis Township
\$103,269.00	Blair County to benefit Blair Township
\$132,404.00	Blair County to benefit Frankstown Township

- v. Requesting approval of the FY 2022 Fair Housing Resolution.

- B. **Department of Emergency Services:**  
Requesting approval for the submission of an Amended DGM-16F Final Financial Statement Report to the Pennsylvania Emergency Management Agency (PEMA) noting total funds received as reimbursement for the FFY 2022 Emergency Management Performance Grant (EMPG) as \$94,159.47 of the \$95,977.00 available, and updating dates of the performance period of the eligible grant period as October 1, 2021 through September 30, 2022.
- C. **Fort Roberdeau:**  
Requesting approval of a proposal received from BluAcres LLC for technical services for the removal of invasive privet vegetation at Fort Roberdeau, in the total amount of \$3,200.00.
- D. **GIS:**  
Requesting approval of a 2024 Lift Letter for the second part of a contract between the County of Blair, and Pictometry International Corp., #C2490948, dated August 13, 2021, to conduct the second of three (3) separate imagery collection projects with a project fee, in the amount of \$127,099.00, for the collection of aerial imagery that constitutes orthographic and oblique imagery, online services during the life of each project, and software.
- E. **Blair County Bridge 69 Replacement/East Freedom Township:**  
Requesting approval of a Supplemental Proposal of Service Contract between the County of Blair and Keller Engineers, Inc., for supplemental geotechnical sampling and testing and project management, in the total lump sum of \$6,555.00.
- F. **Blair County Parking Garage Stair Tower Project:**  
Requesting approval of a Supplemental Proposal of Service Contract between the County of Blair and Keller Engineers, Inc., for additional shop drawing review (assume 45 hours), and additional construction consultation (assume 45 hours), in the estimated costs total of \$27,311.19.

12. **OLD BUSINESS**

13. **ADJOURN**