

**BUSINESS SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, JANUARY 15, 2019, 10:00 A.M.**

1. CALL TO ORDER
2. MOMENT OF SILENT REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF MINUTES – JANUARY 8, 2019
5. PUBLIC COMMENT
6. UPCOMING MEETINGS:

Tuesday, January 15, 2019	6:00 p.m.	Blair County Library System Bd. (1600 5 <sup>th</sup> Ave., Altoona, PA)
Wednesday, January 16, 2019	7:30 a.m.	Bl.Co.Con.Ctr. & Sport Facil. Auth. (Convention Center)
	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 <sup>nd</sup> Floor)
	11:00 a.m.	Southern Alleghenies Planning and Development Commission Annual Reorganizational & Board Mtg. (Lakemont Park Casino)
Thursday, January 17, 2019	8:30 a.m.	Prison Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
	10:00 a.m.	Records Improvement (Conference Room 2B, 2 <sup>nd</sup> Floor)
	2:00 p.m.	Intergov. Stormwater Man. Cmte. (Logan Twp. Mun. Bldg.)
Friday, January 18, 2019		
Monday, January 21, 2019		Martin Luther King Day Courthouse Closed
Tuesday, January 22, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 <sup>nd</sup> Floor)
Wednesday, January 23, 2019	3:00 p.m.	Blair HealthChoices Board Mtg. (Audit Presentation) (Hollidaysburg, PA)
Thursday, January 24, 2019	10:30 a.m.	Salary Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
Friday, January 25, 2019		
Monday, January 28, 2019		
Tuesday, January 29, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 <sup>nd</sup> Floor)

7. COMMISSIONERS COMMENTS:

8. CONSENT AGENDA:

**Resolution 15-2019:**

- a. Payment of two (2) Warrant Lists dated January 14, 2019, in the amounts of \$1,115,135.47 and \$237,277.67, which include payments of the following invoices:
  - **UPMC Altoona**, in the total amount of \$26,674.55.
  - **Keller Engineers. (ECMS). Invoice #10**, Preliminary Design Services, Bridge #10, Friesville, \$13,022.80.
  - **Keller Engineers. (ECMS). Invoice #1, Part 2**, Final Design Services, Bridge #10, Friesville, \$5,713.05.
  - **2017 Project Fund/Bond/MUNIS: Tyler Technologies, Invoices #045-236738, #045-247398, #045-241118, #045-246907** in the amounts of **\$637.50, \$1,912.50, \$1,275.00, and \$5,100.00, respectively** for Implementation Services; and **Credit Memos #045-242452 and #045-242451, Applied**, in the amount of **\$1,039.50 and \$4,400.00, respectively. Total amount of check paid \$3,485.50.**
- b. **Blair County Airport Authority:** Requesting approval for the reappointment of Ben Staplefeld, Jr., to the Airport Authority for the period of January 1, 2019 through December 31, 2023.
- c. **Employment:** Eric W. Dostal, PT Fill-In, Corrections Officer, Prison, \$14.42/hr., effective 01/14/19; Heather L. Mills, FT, Correctional Case Manager, Prison, \$19,045.94/yr., effective 01/14/19; Denean Delozier, FT, Victim Witness Advocate, District Attorney's Office, \$20,395.65/yr., effective 01/14/19; Joshua J. Cherish, From, FT, Corrections Officer Sargent, Prison, \$21.00/hr., To, FT, Sheriff's Deputy, Sheriff's Office, \$14.65/hr., effective 01/14/19; Jaymie L. Snyder, From, FT, Receptionist, Cost & Fines, \$10.00/hr., To, FT, Administrative Assistant, Public Defender's Office, \$10.00/hr., effective 01/21/18; Rebecca J. Robinson, From, Purchasing Accounting Assistant, Purchasing, \$10.14/hr., To Procurement Specialist, Purchasing, \$12.50/hr., effective 12/31/18; Tracy Shylo-Long, From Tax Claim Clerk, Tax Claim, \$9.75/hr., To Tax Claim Administrator, Tax Claim, \$10.75/hr., effective 12/31/18.
- d. **Resignations:** Casey L. Sherrer, FT, Caseworker 1, CYF, \$31,842.20/yr., effective 01/04/19.
- e. **Retirements:** Bobbi A. Schmitt, FT, Telecommunicator, 911 Center, \$45,260.80/yr., effective 01/11/19.
- f. **Terminations:** Anthony J. Fawks, FT, Corrections Officer, Prison, \$19.54/hr., effective 12/31/18.

**9. UNFINISHED BUSINESS:**

**Adoption of Resolutions:**

**Resolution 16-2019:** A resolution approving a Disbursement of Affordable Housing Trust Funds in the amount of \$1,100.00 for the removal and replacement of a roof at 1907 10<sup>th</sup> Street, Altoona, PA.

**Resolution 17-2019:** A resolution approving the submission of a FY 18/19 Discretionary Grant Application to the Administrative Office of Pennsylvania Courts (AOPC), in the amount of \$11,500.00, for the enhancement of the County's Problem Solving Courts.

**10. OLD BUSINESS:**

**1875 Courtroom and Lawyer's Lobby Furnishings:**

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

**11. NEW BUSINESS:**

**Blair County Department of Social Services:**

Requesting approval of the FY 17/18 Income and Expenditures Report for the Early Intervention Program.

**Blair County IT Department:**

Requesting approval of a Letter of Support for submission of a grants-in-aid application to the Pennsylvania Department of Community and Economic Development for a County Commissioners Association of Pennsylvania (CCAP) Website Hosting and Design Modernization Project: Web Application #8256032.

**2019 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN):**

Requesting authorization to solicit proposals for an amount up to \$10,000,000.00.

**Litigation - D.S. vs. Hollidaysburg/Blair County, Blair County Prison, Blair County Prison Board, Warden (Ret.) Michael Johnston and John Does 1-4 (Certain Unidentified Blair County Prison Corrections Officers):**

Approving Nova Casualty Insurance Company's settlement in the amount of \$400,000.00.

**Blair County Bridge #10 (Friesville Bridge over South Poplar Run, Greenfield Township):**

Authorization to amend Reimbursement Agreement R16090007 for L00239 between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), increasing the cost of the project from \$1,590,000.00 to \$1,635,000.00 (thereby increasing the amount of the county's 5% match from \$79,500.00 to \$81,750.00 and also approving Exhibit "S" (US DOT Standard Title VI/Non-discrimination Assurance DOT Order No. 1050.2A) and Exhibit "T" (Appendix C – Designated Special Provision {7 DSP7}) and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with the amended agreement.

**Blair County Bridge #82 - MPMS 111768 (Kladder Station Bridge over Frankstown Branch Juniata River, Blair Township)**

Requesting authorization to enter in to a Reimbursement Agreement (No. R18090005) between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with the amended agreement.

**Blair County Bridge #70 - MPMS 88171 (Poplar Run Bridge over South Poplar Run, Greenfield Township)**

Requesting authorization to enter in to a Reimbursement Agreement (No. R18090006) between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with the agreement.

**Southern Alleghenies Planning and Development Commission:**

Discussion concerning the appointment of Commissioner Ted Beam to the Southern Alleghenies Planning & Development Commission (SAP&DC) and Commissioner Terry Tomassetti as the alternate.

**ADJOURN:**

**BUSINESS SESSION: TUESDAY, JANUARY 15, 2019, 10:00 A.M.:**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, New Addition.

Members Present: Commissioner Erb, Commissioner Tomassetti, Commissioner Beam, County Administrator Schmitt and Solicitor Karn.

Others Present: Jackie Saylor and Jim Hudack (Social Services), Rocky Greenland (Public Works), Laura Burke (Public), Jenn Sleppy (Finance), Nicole Hemminger and Melissa Harpster (Commissioners Office), Carol Hartman (Southern Alleghenies Service Management Group), Kay Stephens (Altoona Mirror), A. C. Stickel (Controller), Scott Schultz and Janice Meadows (Court Administration), Jim Ott (Sheriff) and Charlotte Ames (WTAJ-TV 10).

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

**APPROVAL OF MINUTES – JANUARY 8, 2019:**

Commissioner Erb called for changes or corrections to the minutes of January 8, 2019. **There were no corrections or changes noted.**

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to accept the minutes as prepared.

**PUBLIC COMMENT:**

Commissioner Erb called for public comment. Kay Stephens (Altoona Mirror) stated that when the agenda item pertaining to litigation and the settlement is presented she would appreciate if the commissioners would share some background information pertaining to the litigation and if the county claimed any responsibility in the case.

**UPCOMING MEETINGS:**

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**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioners comments.

Commissioner Beam stated that Magisterial District Judge Steve Jackson has returned to work and that he continues to heal from the injuries he sustained during an accident while on vacation. The Commissioner extended his get well wishes for complete healing.

Commissioner Tomassetti provided an update on a recent visit to the Rockview Correctional Facility and the progress being made by Correctional Industries on the repairs and refinishing of the pews/benches for the 1875 Courtroom Public Seating.

Commissioner Tomassetti stated that Senate Bill 1007, which was previously discussed at a Commissioners Meeting, was signed into law as Act 155 of 2018 and will be effective January 20, 2019. The law was developed by the Pennsylvania Local Government Assessment Reform Task Force of which Commissioner Tomassetti was a member and which was headed by then Senator and former Blair County Commissioner John Eichelberger. Commissioner Tomassetti indicated he will present at a future meeting a summary of the law changes including assessment appeals procedures and education of assessment appeal board members.

Commissioner Tomassetti provided an update on the eighteen (18) real estate property tax appeals filed by Hollidaysburg Borough for properties the Borough felt were under assessed. He stated that the borough was unsuccessful on all 18 appeals.

#### **Resolution 15-2019:**

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- e. **Retirements**: Bobbi A. Schmitt, FT, Telecommunicator, 911 Center, \$45,260.80/yr., effective 01/11/19.
- f. **Terminations**: Anthony J. Fawks, FT, Corrections Officer, Prison, \$19.54/hr., effective 12/31/18.

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

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of invoices to Keller Engineers.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 15-2019.

#### **UNFINISHED BUSINESS:**

##### **Adoption of Resolutions:**

**Resolution 16-2019:** A resolution approving a Disbursement of Affordable Housing Trust Funds in the amount of \$1,100.00 for the removal and replacement of a roof at 1907 10<sup>th</sup> Street, Altoona, PA.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 16-2019.

**Resolution 17-2019:** A resolution approving the submission of a FY 18/19 Discretionary Grant Application to the Administrative Office of Pennsylvania Courts (AOPC), in the amount of \$11,500.00, for the enhancement of the County's Problem Solving Courts.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 17-2019.

**OLD BUSINESS:**

**1875 Courtroom and Lawyer's Lobby Furnishings:**

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

Commissioner Tomassetti had no information to discuss at this time.

**NEW BUSINESS:**

**Blair County Department of Social Services:**

Jim Hudack requested approval of the FY 17/18 Income and Expenditures Report for the Early Intervention Program.

Mr. Hudack presented the FY 17/18 Income and Expenditures Report for Early Intervention stating that due to a budget revision the program was able to obtain an additional \$20,000.00. He stated that the total allocation amount was \$990,827.00, and the total amount spent was \$985,806.00. Therefore, the total carry over amount to be used for specific training is \$5,021.00.

Discussion followed.

**Blair County IT Department:**

Assistant County Administrator Hemminger requested approval of a Letter of Support for the County Commissioners Association of Pennsylvania's (CCAP) submission of a grants-in-aid application to the Pennsylvania Department of Community and Economic Development for a Website Hosting and Design Modernization Project: Web Application #8256032.

Mrs. Hemminger stated that CCAP currently is the host to the Blair County website, blairco.org. CCAP will be operating a cooperative project to provide web program and related services for local government entities and will provide resources to participants who support this project. She stated that this project would greatly enhance the county's website services and offerings.

Discussion followed.

**Resolution 18-2019:** A resolution approving a of Letter of Support for submission of a grants-in-aid application to the Pennsylvania Department of Community and Economic Development for a County Commissioners Association of Pennsylvania (CCAP) Website Hosting and Design Modernization Project: Web Application #8256032.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 18-2019.

**2019 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN):**

Controller Stickel requested authorization to solicit proposals for an amount up to \$10,000,000.00.

Mr. Stickel stated that due to the low uncommitted fund balance per the FY 2017 County Audit and concerns with this year's beginning cash flow, he is requesting authorization to solicit proposals for a bank qualified TAN/TRAN in an amount up to \$10,000,000.00. Funds, totaling up to \$10,000,000.00 could be drawn down, as needed, throughout 2019. He stated that there would be no cost to the county if the funds are not drawn.

Discussion followed.

**Resolution 19-2019:** A resolution approving authorization for Finance Director, Jennifer Sleppy to solicit proposals for a 2019 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN) for an amount up to \$10,000,000.00.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 19-2019.

**Litigation - D.S. vs. Hollidaysburg/Blair County, Blair County Prison, Blair County Prison Board, Warden (Ret.) Michael Johnston and John Does 1-4 (Certain Unidentified Blair County Prison Corrections Officers):**

County Administrator Schmitt requested approval of Nova Casualty Insurance Company's settlement in the amount of \$400,000.00.

Mrs. Schmitt requested that the board consider approving the settlement in the amount of \$400,000.00 and, as part of the settlement all information is confidential and cannot be discussed.

No further discussion followed.

**Resolution 20-2019:** A resolution approving the Nova Casualty Insurance Company's Settlement for Litigation in D.S. vs. Hollidaysburg/Blair County, Blair County Prison, Blair County Prison Board, Warden (Ret.) Michael Johnston and John Does 1-4 (Certain Unidentified Blair County Prison Corrections Officers) in the amount of \$400,000.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 20-2019.

**Blair County Bridge #10 (Friesville Bridge over South Poplar Run, Greenfield Township):**

County Administrator Schmitt requested authorization to amend Reimbursement Agreement R16090007 for L00239 between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), increasing the cost of the project from \$1,590,000.00 to \$1,635,000.00, thereby increasing the amount of the county's 5% match from \$79,500.00 to \$81,750.00 and also approving Exhibit "S" (US DOT Standard Title VI/Non-discrimination Assurance DOT Order No. 1050.2A) and Exhibit "T" (Appendix C – Designated Special Provision {7 DSP7}) and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with the amended agreement.

Mrs. Schmitt stated that the replacement cost to Friesville Bridge #10 over South Poplar Run, located in Greenfield Township is increasing from \$1,590,000.00 to \$1,635,000.00 for additional engineering expenses.

Discussion followed.

**Resolution 21-2019:** A resolution approving to amend Resolution 97-2017, increasing the total amount of the project from \$1,590,000.00 to \$1,635,000.00, and incorporating Exhibit S and Exhibit T in to the agreement.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 21-2019.

**Blair County Bridge #82 - MPMS 111768 (Kladder Station Bridge over Frankstown Branch Juniata River, Blair Township)**

County Administrator Schmitt requested authorization to enter in to a Reimbursement Agreement (No. R18090005) between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with the amended agreement.

Mrs. Schmitt stated that this request is part of what is referred to as the Blair County Road Map Project and that the county would be eligible for up to \$2,000,000.00 state Road Map Funds for an equal dollar amount match by the County. She stated that this match would be paid for by the funds received from the \$5.00 Vehicle Registration Fee allowable under Act 89. This bridge is located on County Road 101.

Discussion followed.

**Resolution 22-2019:** A resolution approving a Reimbursement Agreement between the County of Blair and the Commonwealth of Pennsylvania, Department of Transportation as follows:

**WHEREAS**, the Blair County Commissioners of the County of Blair, Pennsylvania recognize the need to replace County Bridge No. 82 over Frankstown Branch Juniata River in Blair Township, Blair County.

**WHEREAS**, Blair County Commissioners, desires to approve the Agreement.

**NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED**, by authority of Blair County Commissioners, that the Agreement is hereby approved and Commissioner Bruce R. Erb, Chairman is hereby authorized and directed to execute the Agreement on its behalf and that Helen P. Schmitt, County Administrator is authorized and directed to attest the same.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 22-2019.

**Blair County Bridge #70 - MPMS 88171 (Poplar Run Bridge over South Poplar Run, Greenfield Township)**

County Administrator Schmitt requested authorization to enter in to a Reimbursement Agreement (No. R18090006) between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with the agreement.

Mrs. Schmitt stated that this request is part of what is referred to as the Blair County Road Map Project and that the county would be eligible for up to \$2,000,000.00 state Road Map Funds for an equal dollar amount match from the County. She stated that this match would be paid for by the funds received from the \$5.00 Vehicle Registration Fee allowable under Act 89. This bridge is located on County Road 101.

Discussion followed.

**Resolution 23-2019:** A resolution approving a Reimbursement Agreement between the County of Blair and the Commonwealth of Pennsylvania, Department of Transportation as follows:

**WHEREAS**, the Blair County Commissioners of the County of Blair, Pennsylvania recognize the need to replace County Bridge No. 70 over South Poplar Run, Greenfield Township, Blair County.

**WHEREAS**, Blair County Commissioners, desires to approve the Agreement.

**NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED**, by authority of Blair County Commissioners, that the Agreement is hereby approved and Commissioner Bruce R. Erb, Chairman is hereby authorized and directed to execute the Agreement on its behalf and that Helen P. Schmitt, County Administrator is authorized and directed to attest the same.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 23-2019.

**Southern Alleghenies Planning and Development Commission:**

County Administrator Schmitt presented discussion concerning the appointment of Commissioner Ted Beam to the Southern Alleghenies Planning & Development Commission (SAP&DC) and Commissioner Terry Tomassetti as the alternate.

Mrs. Schmitt stated that at the 2016 Organizational Meeting of the Blair County Commissioner, Commissioner Tomassetti was appointed to the Southern Alleghenies Planning & Development Commissioner Board of Directors (SAP&DC). Commissioner Tomassetti stated that the SAP&DC meeting times conflict with the 1875 & 1906 Courthouse HVAC Job Conference and Courthouse Preservation Oversight Team Meeting times and there is a need to request approval for the appointment of Commissioner Beam to the board. Commissioner Tomassetti will serve as alternate to the board.

Discussion followed.

**Resolution 24-2019:** A resolution approving the appointment of Commissioner Ted Beam to the Southern Alleghenies Planning & Development Commission Board of Directors (SAP&DC) and Commissioner Terry Tomassetti as alternate to the board.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 24-2019.

**ADJOURN:**

Meeting Adjourned,

Helen P. Schmitt, County Administrator