

AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, JUNE 9, 2020, 10:00 A.M.

Public meetings are held by conference call while the county is under Emergency Disaster Declaration. 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. **COMMISSIONERS COMMENTS**
7. **CONSENT AGENDA**

Resolution #227-2020:

- a. Payment of four (4) Warrant Lists dated 06/08/2020, in the amounts of \$31,038.16 #200609CY, \$297,218.58 #200609FC, \$497,645.82 #200609MW, and \$67,219.87 #200609SS, which include payment of the following invoices to:
 - UPMC Altoona, in the total amount of \$6,223.63.
 - Thomas and Chandra Jandora in the amount of \$1,550.
- b. Ratification of Total Payroll for the Check Dated June 4, 2020, in the total amount of \$763,329.30.
- c. **2020 Budget Transfer:** Justifacts charges received for the month of May 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operation's	\$264.90	01209PO-42000 Prison
01101GCO-42000 General County Operation's	\$132.45	01151-42000 Sheriff
- d. **2020 Budget Transfer:** Insurance for District Attorney Laptops and Tablets purchased in 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 Contingency	\$2,261.40	01158-44750 District Attorney
- e. **Blair County Hospital Authority:** Requesting approval of the resignation of Robert Scholl from the Authority effective June 1, 2020. Unexpired term to expire 12/31/2023.
- f. **Blair County Park and Recreation Advisory Board:** Requesting approval for the reappointments of Fred Miller and Tim Hite to the advisory board for the period of 05/01/2020 through 04/30/2023.
- g. **Employment:** Kendra D. Wheelden, From Caseworker I, CYF, \$16.29/hr., To Caseworker II, CYF, \$16.29/hr., effective 05/14/2020; and Sheila M. Hood, FT, Caseworker I, CYF, \$15.58/hr., effective 06/08/2020.
- h. **Resignations:** Nicholas K. Gordon, FT, Victim Witness Advocate, Victim Witness/DA, \$20,905.56/yr., effective 06/01/2020; Deryck M. Lamond, PT, Fill-In, Corrections Officer, Prison, \$15.46/hr., effective 06/10/2020 and Colin C. Schultz, FT, Casework I, CYF, \$31,064.80/yr., effective 06/12/2020.
- i. **Returning from furlough full-time:** Cassie Waybright 06/03/2020; David Smithbower 06/06/2020; Richard Kalos 06/08/2020; and Maureen Halerz 06/09/2020.

8. **SPECIAL PRESENTATION**
First Quarter Financial Results presentation

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Blair County Airport Authority:**

- a. Requesting approval for a Letter of Support regarding the Airport Authority's choice of Essential Air Services (EAS) as a service provider at the Altoona Blair County Airport (AOO).
- b. Discussion concerning the closing on the airport's USDA loan for construction of new t-hangars and the refinancing of authority debt.

B. **Human Resources:**

Requesting approval to increase the worker's compensation self-insured escrow account with PMA Management Corporation from \$30,000.00 to \$100,000.00 to manage claims more effectively without delay of payment of ACH transfers.

C. **Department of Social Services:**

- a. Requesting approval of a Demolition Fund Program Disbursement, in the amount of \$8,950.00, for the demolition of property located at 521 8th Avenue, Altoona, PA. Total estimated cost for demolition is \$18,950.00, wherein the municipality has committed funds towards the project in the total amount of \$10,000.00.

- b. Requesting approval for the purchase of the Laserfiche document management system from General Code Content Management for the Blair County Department of Social Services, in the total amount of \$27,024.67, to include software and support, a Dell PowerEdge Server and professional services.

D. Department of Emergency Services:

Requesting approval of a Test Genius CritiCall first-year single-user Software Subscription License, in the annual amount of \$1,195.00, to provide pre-employment testing for dispatchers.

E. Court Administration:

- a. Requesting approval of a proposal received from Empire to provide and install an audio system between Courtroom #5 and the Chambers, in the amount of \$1,378.00.
- b. Requesting approval of a proposal received from Morefield Communications to provide and install a conference key to schedule, host and monitor conference calls from a centralized web portal at District Court 24-3-02 (MDJ Fred Miller), in the amount of \$395.00.

F. Blair County Drug and Alcohol:

Requesting approval to revise Resolution 213-2020 dated May 26, 2020 approving the submission of a grant application to the Pennsylvania Department of Transportation for the Blair County Police Traffic Safety Enforcement Program, changing the period end date from September 30, 2021 to September 30, 2022 due to a clerical error. No other changes are needed.

G. Blair County Elections Office:

- a. Requesting approval for Ratification of a Commonwealth of Pennsylvania Department of State County Application and Agreement for HAVA Grant Funds as part of the Consolidated Appropriations Act of 2020 for eligible expenditures from December 21, 2019 through December 31, 2022, in the amount of \$61,374.38.
- b. Requesting approval for Ratification of a Commonwealth of Pennsylvania Department of State County Application and Agreement for CARES Act Funds for eligible expenditures January 20, 2020 through December 31, 2020, in the amount of \$52,592.50.

H. Blair County Park and Recreation Advisory Board:

- a. Requesting approval to obtain three (3) quotes for tree removal at Valley View Park.
- b. Requesting approval to issue refunds of pavilion and amphitheater rentals at Valley View Park for the period of May 1 through July 1, 2020 to customers who were unable to use the facilities or who wish to cancel their rental due to the COVID-19 Pandemic. (Customers will be offered to reschedule their event if they so choice for another date in the 2020 season or have a refund issued.)
- c. Requesting approval for Travis DiLeo to conduct a soccer camp from 5 pm to 9 pm during the timeframe of July 13-17, 2020 at the AYSO soccer fields at Valley View Park. Permission has been granted for Mr. DiLeo to rent equipment from AYSO and a Certificate of Liability Insurance has been presented and reviewed by Solicitor Karn with revisions needed.

I. Pennsylvania County Risk Pool (PCoRP) Grant:

Requesting approval to submit a Pennsylvania County Risk Pool (PCoRP) Grant application for the period 2019/2020, in the amount of \$19,626.92, for the purchase of a Cisco UMBRELLA security product and DUO multi-factor authentication service to strengthen the security of County laptops on and off the network.

10. **OLD BUSINESS**

None

11. **ADJOURN**

WORK SESSION: TUESDAY, JUNE 9, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

Public meetings are 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#.

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 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.

Roll Call Others Present:

Melissa Harpster (Commissioners Office), Don Weakland (IT/RBA), Kay Stephens (Altoona Mirror), Jennifer Sleppy and Sarah Chuff (Finance), Tracy Plessinger (Altoona-Blair County Airport), Jim Hudack and Trina Illig (Social Services), A.C. Stickel (Controller), Eric Lindskold (HR), Janice Meadows (Court Administration) and Helen Schmitt (Public).

Public Comment:

Kay Stephens, Altoona Mirror Reporter, asked for an update on the Primary Election and for any comment on the when the county plans to move back to in person public meetings.

Commissioners Comments:

Commissioner Webster expressed a thank you to all the voters who participated in the Primary Election, to all the poll workers, and to who assisted with the after election processing. She stated that she is looking forward to a smooth General Election in November.

Commissioner Burke and Erb echoed Commissioner Webster's comments.

Consent Agenda:

Resolution #227-2020:

- a. Payment of four (4) Warrant Lists dated 06/08/2020, in the amounts of \$31,038.16 #200609CY, \$297,218.58 #200609FC, \$497,645.82 #200609MW, and \$67,219.87 #200609SS, which include payment of the following invoices to:
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- i. **Returning from furlough full-time:** Cassie Waybright 06/03/2020; David Smithbower 06/06/2020; Richard Kalos 06/08/2020; and Maureen Halerz 06/09/2020.

Commissioner Burke noted her abstention due to a conflict of interest on the payment of an invoice to Thomas and Chandra Jandora.

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

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 227-2020 with abstentions as noted.

Special Presentation:

County of Blair - 1st Quarter 2020 and Preliminary May 2020 Financial Results.

Jennifer Sleppy provided a presentation on the County of Blair's 1st Quarter 2020 and Preliminary May 2020 Financial Results.

MARCH 31, 2020		2020 BUDGET	
Total Revenue:	\$8,547,648.00 – 15.5%	Revenue:	\$54,888,572.00
Without tax revenue:	\$3,690,696.00 – 16%	Expenses:	\$56,782,293.00
Without tax revenue or federal reimbursements:	\$1,699,391.00 – 21%		
Total Expenses:	\$11,715,254.00 – 20.6%		
March 2020 Results:	(\$3,167,607.00)	Budgeted Shortfall:	(\$ 1,893,721.00)

Total Expenses: \$11,715,254.00 – 20.6%

2020 Expense Budget vs. Actual by Department			
	2020	2020	2019
	Budget March	Actual March	Actual March
Children Youth and Families	4,103,936	3,400,454	3,852,595
Prison	2,694,613	2,548,862	2,488,290
Administrative	1,851,545	1,695,630	1,608,270
Justice Related Offices	1,712,680	1,601,749	1,462,168
General Operations	1,684,824	487,383	723,209
Probation	675,865	487,600	511,405
Courts	586,888	526,805	492,923
Miscellaneous	548,723	620,493	483,210
MDJs	372,472	346,278	389,554
Grand Total	14,231,545	11,715,254	12,011,623

Mrs. Sleppy stated that most of the departmental groups are at or under budget for the end of March 2020.

Total Expenses: \$11,715,254.00 – 20.6%

2020 Expense Budget vs. Actual Comparison			
Expense Category	2020	2020	2019
	Budget March	Actuals March	Actuals March
Salaries	4,137,455	3,472,002	3,471,216
Professional Services	3,569,500	2,793,789	3,173,103
Medical Insurance	1,245,341	1,294,024	1,338,731
Retirement Contribution	1,040,435	976,447	904,976
Debt Service	738,255	-	447,879
Other Expenses	945,526	720,151	661,152
Non Staff Expenses	653,785	671,996	596,593
Appropriations	612,819	518,439	413,676
Benefits	537,136	616,224	454,357
Utilities	344,995	352,080	384,580
Maintenance and Repairs	66,370	56,614	52,424
Capital Expenditures	194,953	99,991	2,574
Supplies	102,780	129,586	88,104
Staff Development	42,196	13,913	22,257
Total	14,231,545	11,715,255	12,011,623

Mrs. Sleppy stated that most of the expense categories are at or under budget with the exceptions of: Non-staff expenses; Benefits; Utilities and Supplies.

Total Revenue: \$8,547,645.00 – 15.5%

2020 Revenue Budget vs. Actual by Department Grouping			
	2020	2020	2019
	Budget March	Actual March	Actual March
Taxes	7,978,357	4,849,925	3,230,044
Children Youth Families	3,697,119	1,991,304	5,729,956
Miscellaneous	453,953	937,608	859,870
Justice Related	647,799	528,721	215,926
MDJs	148,001	135,309	145,897
Administrative	633,789	20,717	56,539
Prison	80,000	75,536	53,854
Courts	62,375	1,440	2,084
Probation	20,750	-	438
Grand Total	13,722,143	8,540,561	10,294,607

Mrs. Sleppy stated that most of the departmental groupings are under revenue budget for the end of March 2020.

Total Revenue \$8,547,648.00 – 15.5%

2020 Revenue Budget vs. Actual By Category			
	2020	2020	2019
	Budget March	Actual March	Actual March
Real Estate Taxes	8,317,107	4,847,025	3,228,832
Federal and State Reimbursement	4,220,731	2,430,588	5,891,105
Fees	856,793	633,285	539,092
Other Income	327,513	629,663	635,578
	13,722,143	8,540,561	10,294,607

Mrs. Sleppy stated that she expects to see revenue to continue to be under budget until the end of the year.

2020 Tax Revenue Comparison

Tax Receipts Jan - May 2018 - 2020			
Month	2018	2019	2020
Jan - Feb	\$ 605,526	\$ 753,538	\$ 656,136
March	\$ 3,725,139	\$ 3,988,305	\$ 4,200,816
April	\$ 10,621,532	\$ 9,388,045	\$ 6,635,506
May	\$ 12,009,230	\$ 13,705,940	\$ 16,582,291
Totals	\$ 26,961,427	\$ 27,835,828	\$ 28,074,749

- Average of 2018 and 2019 Tax Collections adjusted for 3.79% tax increase is \$28,486,353.00
- 2020 Taxes Collected through May 31, 2020 are \$28,074,749.00
- Tax Collections are behind (\$411,064.00) compared to average collections over the last two-years

Preliminary May 31, 2020 Results

Total Revenue: \$33,277,090 – 60.6%

- w/o Tax Revenue: \$5,202,341 – 23%
- w/o Tax Revenue or Federal Reimbursements: \$3,0385,848 – 37%

Total Expenses: \$18,530,160 – 32.6%

May 2020 Results: \$14,746,930

- Positive May results are due to the timing of tax receipts only, other revenues are under-budget and expected to continue to be under-budget.

Tax Revenues are trending 1.4% behind average.

- Would result in tax revenues of \$32,802,670

Other revenues are trending 5% behind budget.

- Would result in other revenues of \$20,539,126

Total Revenue would be \$53,341,796

- 97% of total budgeted revenue

Expenses are trending 9% behind budget

Total Expenses would be \$51,671,887

- These results include wages that are 16% under budget due to furloughed workers and vacancies.
- These results also include lower travel and staff development expenses due to canceled training and conferences

This trend is not expected to continue with workers returning from furlough, overtime expected, and continuing additional expenses for staff and public safety due to COVID-19.

Staff Reports & Special Business:

Blair County Airport Authority:

- a. Tracy Plessinger requested approval for a Letter of Support regarding the Airport Authority's choice of Essential Air Services (EAS) as a service provider at the Altoona Blair County Airport (AOO).

Mr. Plessinger stated that recently the Department of Transportation (DOT) received proposals for Essential Air Service (EAS) to the airport. He stated that the Blair County Airport Authority (BCAA) considered the proposals received from Boutique Air (BA), Cape Air (CA) and Southern Airways Express (SAE) stating that each of the airlines made in-person presentations to the Authority as well as provided a tour of their proposed aircrafts.

Mr. Plessinger stated that after much discussion and consideration the Authority recommends that Boutique Air (BA) be awarded the Essential Air Service (EAS) contract for the Altoona-Blair County Airport, with services being provided to Pittsburgh International Airport (PIT) and Baltimore/Washington International Airport (BWI).

Mr. Plessinger stated that some of the factors the Authority took into consideration as the basis for their decision were:

1. The Pilatus PC-12 aircraft, offered by Boutique Air (BA) provides superior reliability to the aircrafts offered by Cape Air (CA) and Southern Air Express (SAE) stating that the pressurized cabin of the Pilatus PC-12 aircraft allows it to fly above icing conditions and other unfavorable weather conditions, thus maintaining a reliable flight schedule.
2. Johnstown Airport selected Boutique Air (BA) in their last round of Essential Air Service (EAS) bids, and as a result, Boutique Air (BA) has an established maintenance base at Johnstown Airport, wherein Cape Air (CA) and Southern Air Express (SAE) does not.
3. Boutique Air (BA) had a Cost Share Agreement with United Airlines (UA) and an Interline Agreement with American Airlines (AA).
4. Boutique Air (BA) offers a full-service car rental agency as part of the service that is proposing for the Altoona-Blair County Airport, whereas Cape Air (CA) does not offer a car rental service and Southern Air Express (SAE) provided a hurriedly-prepared proposal for care rental service on the day the Authority was to vote on the Essential Air Service (EAS) recommendation.

Mr. Plessinger stated that even though Boutique Air's (BA) proposal does require a higher subsidy than either Cape Air (CA) or Southern Air Express (SAE) the Authority believes that the advantages offered by Boutique Air (BA) provide the best opportunity for the Airport to meet the Department of Transportation's (DOT) \$200/passenger subsidy cap while still continuing to provide quality essential air service to the community.

Discussion followed.

- b. Tracy Plessinger presented discussion concerning the closing on the airport's USDA loan for construction of new t-hangars and the refinancing of authority debt.

Mr. Plessinger stated that in 2017 the Blair County Airport Authority (BCAA) began planning for construction of two-2 new aircraft hangars with the project being funded by a 50% grant provided by the PennDOT Bureau of Aviation, and a 50% local share funded by a United States Department of Agriculture-Rural Development (USDA-RD) loan.

Mr. Plessinger stated that as part of the USDA-RD loan, the BCAA also refinanced existing debt at more favorable terms of 2.375% for up to 40 years. The USDA-RD financing process required the borrower (BCAA) to acquire interim financing for the project in order to pay invoices during the construction phase. He stated that the BCAA acquired financing through M & T Bank, in the amount of \$1.9 million and as part of the M & T Loan requirements, the Blair County Board of Commissioners had to provide a guarantee for the interim financing.

Mr. Plessinger stated that part of the USDA-RD loan and the interim financing were intended to refinance the Authority's debt to more favorable terms and that part of the existing debt is a \$316,000.00 line of credit with M & T Bank. He stated that when bids for the project were received they came in much higher than projected, and construction delays caused the Authority to pay more interest than originally projected, thus increasing the project costs from \$2.7 million to \$3.3 million. As a result, \$300,000.00 of the original loan amount was repurposed for construction costs, rather than being used for debt service.

Mr. Plessinger stated that the Authority has worked with the USDA-RD regarding the situation and since the increased costs resulted from legitimate project costs, they have agreed to increase the USDA-RD loan by \$316,000.00 to cover the M & T line of credit payoff as the Authority originally intended.

Mr. Plessinger stated that because of USDA-RD's commitment, the Authority is requesting that the Board of Commissioners guarantee for the USDA-RD loan be increased by \$316,000.00 from the originally projected \$1.9 million to \$2.3 million. He stated that by doing so this will allow the Authority to pay off the M & T line of credit, as originally planned, and by including this amount in the USDA-RD loan the BCAA's cash flow and financial position will greatly improve.

Mr. Plessinger also stated that at the Commissioner's request, the Authority has placed \$112,000.00 in reserve, which equals approximately one-year's debt service on the USDA-RD loan, to be used as a sinking fund by the county should the Authority default on the loan. The Authority has also agreed to a 20-year amortization term that can only be changed with a super-majority vote by the Airport Authority.

Mr. Plessinger stated that presently the Authority has leased five-5 of the twelve-12 new t-hangars, and one of the new corporate hangars, therefore generating revenue as hoped and projected.

Discussion followed.

Human Resources:

Eric Lindskold requested approval to increase the worker's compensation self-insured escrow account with PMA Management Corporation from \$30,000.00 to \$100,000.00 to manage claims more effectively without delay of payment of ACH transfers.

Discussion followed.

Resolution 228-2020: A resolution approving to increase the worker's compensation self-insured escrow account with PMA Management Corporation from \$30,000.00 to \$100,000.00 to manage claims more effectively without delay of payment of ACH transfers.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 228-2020.

Department of Social Services:

- a. Jim Hudack requested approval of a Demolition Fund Program Disbursement, in the amount of \$8,950.00, for the demolition of property located at 521 8th Avenue, Altoona, PA. Total estimated cost for demolition is \$18,950.00, wherein the municipality has committed funds towards the project in the total amount of \$10,000.00.

Mr. Hudack stated that the Demolition Fund currently has a balance of approximately \$91,000.00 to be used for the demolition of blighted property. He stated that the property for demolition located at 521 8th Avenue, Altoona, PA is in the county's repository.

Mr. Hudack stated that the total cost of demolition for this property is \$18,950.00, of which the municipality has committed funds towards the project, in the total amount of \$10,000.00, with the remaining balance of \$8,950.00 being paid from the Demolition Fund.

Mr. Hudack stated that the project falls within the guidelines of the Demolition Fund and is an eligible expense.

Discussion followed.

- b. Mr. Hudack requested approval for the purchase of the Laserfiche document management system from General Code Content Management for the Blair County Department of Social Services, in the total amount of \$27,024.67, to include software and support, a Dell PowerEdge Server and professional services.

Mr. Hudack stated that currently the Department of Social Services is limited to only paper files for client records and other critical documents. He stated that as part of disaster recovery operations RBA has investigated options for document management and the Laserfiche document management system was proposed as the lowest-cost option compared to Onbase and other similar systems.

Mr. Hudack stated that based upon a demo of the product RBA and he feels that this is the best use of dollars to maximize the department's capability to provide easy access to electronic files and to eliminate paper. He stated that the existing server is out of warrant and cannot support the additional load of the LaserFiche system so this proposal includes both service hardware as well as software and project management.

Mr. Hudack stated that the total amount of \$27,024.67 is included in the department's current budget, that the estimated annual support fee is \$2,590.00, and that the server has a five-5 year warranty.

Discussion followed.

Resolution 229-2020: A resolution approving the purchase of the Laserfiche document management system from General Code Content Management for the Blair County Department of Social Services, in the total amount of \$27,024.67, to include software and support, a Dell PowerEdge Server and professional services.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 229-2020.

Department of Emergency Services:

Don Weakland requested approval of a Test Genius CritiCall first-year single-user Software Subscription License, in the annual amount of \$1,195.00, to provide pre-employment testing for dispatchers.

Mr. Weakland stated that the request is for a new Software Subscription License for use at the Department of Emergency Services/911E Center to provide pre-employment testing for dispatchers as a first-step prior to scheduling of an interview. He stated that the subscription is for a single-user license in an annual amount of \$1,195.00.

Discussion followed.

Court Administration:

- a. Janice Meadows requested approval of a proposal received from Empire to provide and install an audio system between Courtroom #5 and the Chambers, in the amount of \$1,378.00.

Mrs. Meadows stated that the installation of the audio system would improve communication between the courtroom and the chambers so that decisions can be made based upon progress, delays and the status of court events.

Discussion followed.

- b. Janice Meadows requested approval of a proposal received from Morefield Communications to provide and install a conference key to schedule, host and monitor conference calls from a centralized web portal at District Court 24-3-02 (MDJ Fred Miller), in the amount of \$395.00.

Mrs. Meadows stated that the installation of a conference key would allow the Judge and office staff to host conference calls. She stated that currently the office does not have that capability.

Discussion followed.

Blair County Drug and Alcohol:

Chief Clerk Hemminger requested approval to revise Resolution 213-2020 dated May 26, 2020 approving the submission of a grant application to the Pennsylvania Department of Transportation for the Blair County Police Traffic Safety Enforcement Program, changing the period end date from September 30, 2021 to September 30, 2022 due to a clerical error. No other changes are needed.

Discussion followed.

Resolution 230-2020: A resolution approving a revision to Resolution 213-2020 dated May 26, 2020 approving the submission of a grant application to the Pennsylvania Department of Transportation for the Blair County Police Traffic Safety Enforcement Program, changing the period end date from September 30, 2021 to September 30, 2022 due to a clerical error. No other changes are needed.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 230-2020.

Blair County Elections Office:

- a. Chief Clerk Hemminger requested approval for Ratification of a Commonwealth of Pennsylvania Department of State County Application and Agreement for HAVA Grant Funds as part of the Consolidated Appropriations Act of 2020 for eligible expenditures from December 21, 2019 through December 31, 2022, in the amount of \$61,374.38.

Mrs. Hemminger stated that submission of the County Application and Agreement for HAVA Grant Funds for eligible expenditures for the period of December 21, 2019 through December 31, 2022, were due to the Commonwealth of Pennsylvania Department of State on Friday, June 5. Therefore, Ratification for submission of the County Application and Agreement is needed. She stated that the amount of eligible expenditures is \$61,374.38.

Discussion followed.

Resolution 231-2020: A resolution approving Ratification of a Commonwealth of Pennsylvania Department of State County Application and Agreement for HAVA Grant Funds as part of the Consolidated Appropriations Act of 2020 for eligible expenditures from December 21, 2019 through December 31, 2022, in the amount of \$61,374.38.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 231-2020.

- b. Chief Clerk Hemminger requested approval for Ratification of a Commonwealth of Pennsylvania Department of State County Application and Agreement for CARES Act Funds for eligible expenditures January 20, 2020 through December 31, 2020, in the amount of \$52,592.50.

Mrs. Hemminger stated that the County Application and Agreement for CARES Act Funding for eligible expenses for the period of January 20, 2020 through December 31, 2020 were also due to the Commonwealth of Pennsylvania Department of State on Friday, June 5th. Therefore, Ratification for the submission of the Application and Agreement is needed. She stated that the eligible amount of expenditures is \$52,592.50.

Discussion followed.

Resolution 232-2020: A resolution approving Ratification of a Commonwealth of Pennsylvania Department of State County Application and Agreement for CARES Act Funds for eligible expenditures January 20, 2020 through December 31, 2020, in the amount of \$52,592.50.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 232-2020.

Blair County Park and Recreation Advisory Board:

- a. Melissa Harpster requested approval to obtain three (3) quotes for tree removal at Valley View Park.

Mrs. Harpster stated that there are three (3) very large trees that need to be removed at Valley View Park due to safety concerns. She stated that typically county staff would take care of removal; however, due to the size of the trees Public Works Director, Rocky Greenland, as well as the Park and Recreation Advisory Board, feel that it would be best if the trees were professional removed due to their size.

Discussion followed.

Resolution 233-2020: A resolution approving authorization for Rocky Greenland, Public Works Director, to obtain three (3) quotes for tree removal at Valley View Park.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 233-2020.

- b. Melissa Harpster requested approval to issue refunds of pavilion and amphitheater rentals at Valley View Park for the period of May 1 through July 1, 2020 to customers who were unable to use the facilities or who wish to cancel their rental due to the COVID-19 Pandemic. (Customers will be offered to reschedule their event if they so choice for another date in the 2020 season or have a refund issued.)

Mrs. Harpster stated that the Park and Recreation Advisory Board unanimously approved to recommend that the Board of Commissioners consider issuing refunds of pavilion and amphitheater rentals at Valley View Park for the period of May 1 through July 1, 2020 to those customers who were unable to use the facilities or to those customers who wish to cancel their rental due to the COVID-19 Pandemic. She stated that at this point in time there are only three (3) refunds in the amount of \$65.00 each needed.

Mrs. Harpster stated that before issuing a refund customers would be offered to reschedule their event later in the season. However, if they do not wish to reschedule the event a refund would then be issued.

Discussion followed.

Resolution 234-2020: A resolution approving to issue refunds of pavilion and amphitheater rentals at Valley View Park for the period of May 1 through July 1, 2020 to customers who were unable to use the facilities or who wish to cancel their rental due to the COVID-19 Pandemic. (Customers will be offered to reschedule their event if they so choice for another date in the 2020 season or have a refund issued.)

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 234-2020.

- c. Melissa Harpster requested approval for Travis DiLeo to conduct a soccer camp from 5 pm to 9 pm during the timeframe of July 13-17, 2020 at the AYSO soccer fields at Valley View Park. Permission has been granted for Mr. DiLeo to rent equipment from AYSO and a Certificate of Liability Insurance has been presented and reviewed by Solicitor Karn with revisions needed.

Mrs. Harpster stated that Sarah DelBaggio, AYSO representative, sent a request she received from Travis DiLeo, to the Park and Recreation Advisory Board for consideration. She stated that the request is for Mr. DiLeo to conduct a soccer camp at the Valley View Park (AYSO) soccer fields, from 5 pm to 9 pm, July 13-17, 2020. Mr. DiLeo is also asking AYSO for rental of equipment for use during the camp.

Mrs. Harpster stated that Mr. DiLeo has submitted his daily schedule for the camp, as well as, a Certificate of Liability Insurance. She stated that Solicitor Karn has reviewed the Certificate of Insurance and revisions are needed to the Certificate.

Mrs. Harpster stated that Mr. DiLeo needs to submit the revised Certificate of Liability Insurance, a copy of the equipment rental agreement made with AYSO, a copy of the guidelines he will be using pertaining to the operation of a day camp during the green phase of reopening the state due to the COVID-19 Pandemic, as well as, a copy of the signage that will need to be posted at the soccer fields pertaining to those guidelines.

Discussion followed.

Pennsylvania County Risk Pool (PCoRP) Grant:

Chief Clerk Hemminger requested approval to submit a Pennsylvania County Risk Pool (PCoRP) Grant application for the period 2019/2020, in the amount of \$19,626.92, for the purchase of a Cisco UMBRELLA security product and DUO multi-factor authentication service to strengthen the security of County laptops on and off the network.

Mrs. Hemminger stated that if the county is awarded grant funds the funds will be used for the purchase of a Cisco UMBRELLA security product and a DUO multi-factor authentication service which will help in strengthening security of all county-owned laptops both on and off the network.

Mrs. Hemminger stated that the Cisco UMBRELLA product would be installed on each device and would provide security and internet filtering of items such as malware for all users no matter where the device is located. She stated that the DUO service would allow the use of multi-factor authentication to users accessing the county's VPN, email and other services remotely. This service will ensure that the user is indeed an authorized user.

Mrs. Hemminger stated that these two items were not included in the 2020 budget; however, both will be included in the 2021 county budget for renewal.

Discussion followed.

Resolution 235-2020: A resolution approving the submission of a Pennsylvania County Risk Pool (PCoRP) Grant application for the period 2019/2020, in the amount of \$19,626.92, for the purchase of a Cisco UMBRELLA security product and DUO multi-factor authentication service to strengthen the security of County laptops on and off the network.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 235-2020.

Old Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk