

WORK SESSION: TUESDAY, APRIL 2, 2024, 1:00 P.M.

Location: Commissioners Meeting Room, Basement.

**Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial 1-309-205-3325 or 1-646-876-9923, enter meeting number 988 9066 9264, and enter the meeting passcode 423423.*

CALL TO ORDER:

Commissioner Kessling called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Kessling called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Kessling requested that those participating in the meeting please stand and recite the Pledge of Allegiance to the Flag.

ROLL CALL:

MEMBERS PRESENT:

Commissioner Kessling, Commissioner Webster, Commissioner Burke, and Chief Clerk Hemminger.

OTHERS PRESENT:

Mark Taylor (Public Safety), Sherry Socie (Blair Planning Commission), Lindsay Dempse and Brandon Meck (Finance), Becky Robinson (Purchasing), Brian Walters (Human Resources), Glenn Nelson (Fort Roberdeau), A.C. Stickle (Controller), Brooke McCready (Children, Youth and Families), Anita Terchanik (Register/Recorder), Allison Senkevich and Lori Guyer (Commissioners), Nate Taylor (Public Access Channel), and Kay Stephens (Altoona Mirror).

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Nicole Hemminger confirmed there was one Executive Session at 11:30 a.m. on April 1, 2024 with Commissioner Kessling, Commissioner Burke, Commissioner Webster, Coroner Ray Benton, and Chief Clerk Nicole Hemminger to discuss the purchase of land.

PUBLIC COMMENT:

Commissioner Kessling called for public comment. There were no comments.

COMMISSIONER COMMENTS:

Commissioner Kessling called for commissioner comments.

Commissioner Burke reminded everyone with the recent heavy rains to be careful on the roads and to practice "Turn Around – Don't Drown".

PROCLAMATIONS

Commissioner Webster read the following proclamation:

**Proclamation
April 2024 "Pennsylvania 811 Safe Digging Month"
County of Blair**

WHEREAS, the month of April 2024 recognized as "Pennsylvania 811 Safe Digging Month", and the initiative sponsored by Pennsylvania 811, a utility notification information center with over 52 years of continuous service to the Commonwealth of Pennsylvania, and

WHEREAS, Pennsylvania 811 received a million excavation notifications in 2023, over 3,000 construction projects in Coordinate PA, and transmitted approximately 6 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania, and

WHEREAS, when contacting 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed, and

WHEREAS, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, the work crew, and their neighbors from any unsafe digging practices within their community, and

WHEREAS, upon receiving the notification from Pennsylvania 811, the facility owners and operators disperse to the said work site to mark the approximate location of their underground utility lines with flags, paint, or both, to establish an eighteen-inch tolerance zone of the outside wall or edge of their line or facility, and

NOW, THEREFORE, BE IT RESOLVED that the Blair County Board of Commissioners, in support of the Pennsylvania Underground Utility Line Protection Law, P.A Act 287 of 1974, as amended, do hereby proclaim April 2024 as "Pennsylvania 811 Safe Digging Month", and encourage all Pennsylvanians to visit the Pennsylvania 811 website at www.pa1call.org for information about digging safely.

ATTEST:

Nicole M. Hemminger, Chief Clerk

David Kessling, President

Amy E. Webster, Vice-President

Laura O. Burke, Secretary

BLAIR COUNTY BOARD OF COMMISSIONERS:

Motioned by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to accept the Proclamation as prepared.

Commissioner Burke read the following proclamation:

**PROCLAMATION
NATIONAL COUNTY GOVERNMENT MONTH
APRIL 2024**

WHEREAS, the nation's 3,069 counties serving more than 330 million Americans provide essential services to create healthy, safe and vibrant communities; and

WHEREAS, counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and

WHEREAS, Blair County, Pennsylvania, and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and

WHEREAS, under the leadership of National Association of Counties President Mary Jo McGuire, NACo is highlighting county leadership through the lens ForwardTogether, celebrating the role of county governments in connecting, inspiring and leading as intergovernmental partners; and

WHEREAS, that role includes a responsibility to inspire county residents to engage with their communities, and to lead by highlighting our strength as intergovernmental partners; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

NOW, THEREFORE, BE IT RESOLVED THAT WE, the Blair County Board of Commissioners, do hereby proclaim April 2024 as National County Government Month and encourage all county officials, employees, schools and residents to participate in county government celebration activities.

DULY, adopted by the Commissioners of the County of Blair, Pennsylvania this 2nd day of April 2024.

BLAIR COUNTY BOARD OF COMMISSIONERS:

ATTEST:

David Kessling, President

Amy E. Webster, Vice-President

Laura O. Burke, Secretary

Nicole M. Hemminger, Chief Clerk

Motioned by Commissioner Burke, seconded by Commissioner Kessling and unanimously approved to accept the Proclamation as prepared.

CONSENT AGENDA:
Resolution 175 – 2024:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
04/02/2024	240402CY	25,138.86
04/02/2024	240402SS	262,153.18
04/02/2024	240402WW	172,994.27

b. Ratification of the following 2-Two Warrant List:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
3/27/2024	240327TC	246,837.95
3/26/2024	240326WT	154,700.00

c. **2024 Budget Transfer:** To cover Insurance Deductible Fees:

From	\$	To
01101GCO-44960 General County Operations	\$1,000.00	01209PO-44960 Prison

d. **Resignations:** Orona, Terri L., PT, Telecommunicator, Public Safety, \$18.78/hr., effective 3/5/2024. Craig, Robert S., per diem, Deputy, Coroner, \$80.00 per 8 hr. shift, effective 3/21/2024. Jacobs, David D., FT, Corrections Officer, Prison, \$22.77/hr., effective 4/6/2024.

e. **Status Changes:** Mosel-Miller, Tracy A., FT, Temporary Department Assistant, Controller, \$14.74/hr., to FT, Administrative Assistant-Courthouse, APO, \$14.74/hr., effective 3/25/2024. Matthews, Brenda J., FT, Corrections Officer, Prison, \$23.29/hr., to FT, Lieutenant, Prison, \$52,471.48 annually, effective 3/30/2024. Schmitt, Matthew F., FT, Acting Lieutenant, Prison, \$53,609.66 annually to FT, Sergeant, Prison, \$23.29/hr., effective 3/30/2024.

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adopt Resolution 175-2024.

STAFF REPORTS & SPECIAL BUSINESS:

Planning Commission:

Sherry Socie requested approval of the Letter of Support for the Borough of Duncansville's application to the DCED COVID-19 ARPA Capital Projects Fund for Multi-Purpose Community Facility Projects.

Ms. Socie added that the Planning Commission held four public outreach events, which yielded considerable public comment on the possible use of the funds. The Phase II renovations for the Duncansville Borough Community Center include improvements to broadband access, three office spaces, kitchen, social hall items, and top coating the community center parking lot.

She also added that the estimated cost of the project is \$1.9M, which would be covered by the grant funds. The Commissioners are simply providing a letter of support for the application and not providing a monetary contribution.

Resolution 176-2024: Approving the Letter of Support for the Borough of Duncansville's application to the DCED COVID-19 ARPA Capital Projects Fund for Multi-Purpose Community Facility Projects.

Motioned by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 176-2024.

Children, Youth and Families:

Brooke McCready requested approval of the FY 2023/2024 Purchase of Service Agreement and HPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Wardell & Associates, Inc., d/b/a Family Intervention Crisis Service.

Resolution 177-2024: Approving the FY 2023/2024 Purchase of Service Agreement and HPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Wardell & Associates, Inc., d/b/a Family Intervention Crisis Service.

Motioned by Commissioner Kessling, seconded by Commissioner Burke and unanimously approved to adopt Resolution 177-2024.

Court Administration:

Chief Clerk Nicole Hemminger, on behalf of Court Administration, requested approval of the Service Agreement between the County of Blair and Bettwy Systems, Inc., for maintenance on County electronic equipment at an hourly rate of \$115.00 plus material costs, for the period of 3/15/2024 to 12/31/2024. Services will be provided on a per quote basis via a County approved Purchase Order.

Commissioner Burke questioned whether this contract could be used for all County departments or if it was specific to the courts.

Chief Clerk Hemminger confirmed that this is a county-wide contract and can be used for repairs to sound systems, duress alarms, and similar needs.

Resolution 178-2024: Approving the Service Agreement between the County of Blair and Bettwy Systems, Inc., for maintenance on County electronic equipment at an hourly rate of \$115.00 plus material costs, for the period of 3/15/2024 to 12/31/2024. Services will be provided on a per quote basis via a County approved Purchase Order.

Motioned by Commissioner Burke, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 178-2024.

District Attorney:

Peter Weeks requested approval of the agreement between the County of Blair, Blair County District Attorney's Office, and Advent Financial LLC., for the Advent software program, at no cost to the County, and the eLearning program, with program fees outlined in Exhibit A, for the period of 3/20/2024 through 3/20/2025.

District Attorney Weeks explained that this software program and eLearning program are at no cost to the County. Defendants are responsible for paying the cost of the program of which a portion is retained by the County to assist with paying program fees for juveniles.

Resolution 179-2024: Approving the agreement between the County of Blair, Blair County District Attorney's Office, and Advent Financial LLC., for the Advent software program, at no cost to the County, and the eLearning program, with program fees outlined in Exhibit A, for the period of 3/20/2024 through 3/20/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adopt Resolution 179-2024.

Finance:

Lindsay Dempsie requested approval of an agreement between the County of Blair and Copy Rite Banner Zone, LLC for products and services including, but not limited to, custom office supplies, printing, and duplicating. Services/products will be provided on a per quote basis via a County approved Purchase Order.

Ms. Dempsie confirmed that departments must first check with the county print shop and exhaust in-house options before submitting a quote for print services with Copy Rite Banner Zone, LLC.

Resolution 180-2024: Approving an agreement between the County of Blair and Copy Rite Banner Zone, LLC for products and services including, but not limited to, custom office supplies, printing, and duplicating. Services/products will be provided on a per quote basis via a County approved Purchase Order.

Motioned by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 180-2024.

Fort Roberdeau:

- i. Glenn Nelson requested approval of the Web Hosting and Webmaster Agreement between the County of Blair, on behalf of Fort Roberdeau, and Ingenuity Media LLC., in the total amount of \$975.00, for the period of 4/15/2024 through 4/14/2027.

Chief Clerk Hemminger asked Mr. Nelson to confirm this is a 3-year contract with a one-time fee of \$975.00.

Mr. Nelson explained that prior contracts with Ingenuity Media LLC were for 2-years, but since they provided great service, he opted for the 3-year option for the one-time fee.

Resolution 181-2024: Approving the Web Hosting and Webmaster Agreement between the County of Blair, on behalf of Fort Roberdeau, and Ingenuity Media LLC., in the total amount of \$975.00, for the period of 4/15/2024 through 4/14/2027.

Motioned by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 181-2024.

ii. Glenn Nelson requested approval of the contract between the County of Blair and Lallemand Construction LLC., to excavate a lead mine area located at Fort Roberdeau, in the total amount of \$1,800.00.

Mr. Nelson explained the background of this request, specifically the “Finding Fort” project which was lead by students from Juniata College.

Resolution 182-2024: Approving the contract between the County of Blair and Lallemand Construction LLC., to excavate a lead mine area located at Fort Roberdeau, in the total amount of \$1,800.00.

Motioned by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 182-2024.

Human Resources:

Brian Walters requested approval of the contract agreement between the County of Blair, MetLife Consumer Services, Inc. and MetLife, Inc., to offer an additional voluntary employee-paid benefit, MetLife Identity & Fraud Protection Powered by Aura, with benefit fees outlined in Exhibit B, for the period of 4/4/2024 through 4/1/2025.

Mr. Walters confirmed that this is an annual contract and he was able to secure a 3-year rate guarantee with MetLife.

Chief Clerk Hemminger expressed her thanks to Mr. Walters for expanding benefit selections to County employees.

Resolution 183-2024: Approving the contract agreement between the County of Blair, MetLife Consumer Services, Inc. and MetLife, Inc., to offer an additional voluntary employee-paid benefit, MetLife Identity & Fraud Protection Powered by Aura, with benefit fees outlined in Exhibit B, for the period of 4/4/2024 through 4/1/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Burke and unanimously approved to adopt Resolution 183-2024.

Public Safety:

Mark Taylor requested approval of the contract agreement between the County of Blair and AristaTek, Inc. for eight annual licenses of PEAC-WMD, which includes Tier II integration and Commodity Hazard Vulnerability Analysis, and Worst Case Analysis for planning, exercises, and response, for the period of 4/15/2024 through 4/14/2025, in the total amount of \$5,950.00 (\$4,760.00 to be paid with HMEP grant funds, \$1,190.00 to be paid with LEPC hazardous materials funds).

Mr. Taylor provided additional context around the need for these licenses, which give the County Hazmat Team access to modelling software for chemical release strategies in emergency situations.

Resolution 184-2024: Approving the contract agreement between the County of Blair and AristaTek, Inc. for eight annual licenses of PEAC-WMD, which includes Tier II integration and Commodity Hazard Vulnerability Analysis, and Worst Case Analysis for planning, exercises, and response, for the period of 4/15/2024 through 4/14/2025, in the total amount of \$5,950.00 (\$4,760.00 to be paid with HMEP grant funds, \$1,190.00 to be paid with LEPC hazardous materials funds).

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adopt Resolution 184-2024.

Register of Wills & Recorder of Deeds:

Anita Terchanik requested approval of a Software Support Agreement between the County of Blair and Optical Storage Solutions, Inc., for 20 Landex full licenses for the Register of Wills & Recorder of Deeds Office, in the amount of \$23,945.00, and two full licenses for the Assessment Office in the amount of \$1,280.00, for a total of \$25,225.00, for the period of 5/1/2024 through 4/30/2025.

Ms. Terchanik noted that the price was lower than last year due to her eliminating one license that was not being utilized by her office, which resulted in a cost savings.

She also mentioned that the revenue for 2023 was \$40,000 of which over \$15,000 was a net profit for the Register of Wills & Recorder of Deeds Office.

Resolution 185-2024: Approving a Software Support Agreement between the County of Blair and Optical Storage Solutions, Inc., for 20 Landex full licenses for the Register of Wills & Recorder of Deeds Office, in the

amount of \$23,945.00, and two full licenses for the Assessment Office in the amount of \$1,280.00, for a total of \$25,225.00, for the period of 5/1/2024 through 4/30/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adopt Resolution 185-2024.

Commissioners:

- i. Chief Clerk Nicole Hemminger requested approval of a Certificate of Substantial Completion for the Blair County Parking Garage Stair Tower Repair Project dated October 20, 2023.

Chief Clerk Hemminger confirmed that there are outstanding items on the final punchlist that have not been completed by the contractor. She also mentioned that the surety company is involved with both the Payment and Performance bond issues.

Commissioner Webster questioned the likelihood of completing the outstanding items should the Commissioners approve the Certificate of Substantial Completion for this project.

Commissioner Kessling echoed these sentiments and agreed to hold this item until the April 11th Board of Commissioners meeting so these concerns can be addressed.

- ii. Chief Clerk Nicole Hemminger requested approval of a grant agreement extension between the County of Blair and the Department of Economic Development for the Phase 1 Feasibility Study for the Blair County Prison (C000083394-01) changing the grant completion date to June 30, 2024. All other terms of the grant agreement are in full effect with no other changes.

Resolution 186-2024: Approving a grant agreement extension between the County of Blair and the Department of Economic Development for the Phase 1 Feasibility Study for the Blair County Prison (C000083394-01) changing the grant completion date to June 30, 2024. All other terms of the grant agreement are in full effect with no other changes.

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adopt Resolution 186-2024.

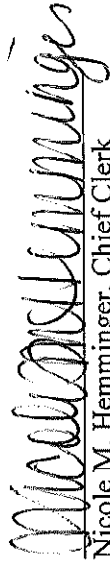
Old Business:

None.

Adjourn:

Commissioner Kessling noted, moving forward, the Board of Commissioners meetings will be changing to once a week, Tuesday or Thursday, based on the Commissioners' schedules.

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adjourn today's meeting.



Nicole M. Hemminger, Chief Clerk

