

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, MAY 5, 2020, 10:00 A.M.**

1. CALL TO ORDER
2. MOMENT OF SILENT REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. APPROVAL OF MINUTES – 03/31/2020 & 04/14/2020
6. EXECUTIVE SESSION ANNOUNCEMENT
7. PUBLIC COMMENT
8. UPCOMING MEETINGS

Wednesday, May 6, 2020		
Thursday, May 7, 2020	8:30 a.m.	Park & Recreation Advisory Board
Friday, May 8, 2020	9:00 a.m.	Election Board Meeting*
Monday, May 11, 2020		
Tuesday, May 12, 2020	10:00 a.m.	Commissioners Work Session*
Wednesday, May 13, 2020		
Thursday, May 14, 2020	9:30 a.m.	Retirement Board*
	10:30 a.m.	Salary Board*
Friday, May 15, 2020		
Monday, May 18, 2020	3:00 p.m.	Altoona Blair Cty. Development Corp. (Telephone Conference)
	7:00 p.m.	Blair County Conservation District (Telephone Conference)
Tuesday, May 19, 2020	10:00 a.m.	Commissioners Business Session*
	6:00 p.m.	Blair County Library System Board (Telephone Conference)

**Public meetings are being held by conference call while the Courthouse is closed to the public. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

9. COMMISSIONERS COMMENTS

10. CONSENT AGENDA

Resolution 183-2020:

- a. Payment of Three (3) Warrant Lists dated 5/4/2020, in the amounts of \$107,945.57 (#200505MW); \$1,924.59 (#200505CO); \$236,668.68 (#200505SS) and One (1) Warrant List dated 5/5/2020 in the amount of \$285,606.40 (#200505FC), which include payment of the following invoices:
 - i. Thomas or Chandra Jandora in the amount of \$1,500.00.
 - ii. UPMC Altoona in the amount of \$194,197.00.
- b. Ratification of Three (3) Warrant Lists: 4/28/2020, \$2,101.57, (#200428FS); 4/30/2020, \$10,466.99, (#031920) and 5/4/2020, \$24,585.00 (#200504MW).
- c. **2020 Budget Transfer:** Justifacts from April

From	\$	To
01101GCO-42000 General County Operations	\$132.45	011191-42000 Records Mgmt.
01101GCO-42000 General County Operations	\$83.25	01103HW-42000 Highway
- d. **2020 Budget Transfer:** McNees Wallace for October 2019 due to transposed numbers on the payment request.

From	\$	To
01101GCO-44080 General County Operations	\$540.00	01151-44080 Sheriff's Office
- e. **2020 Budget Transfer:** March 2020 legal fees from McNees Wallace.

From	\$	To
01101GCO-44080 General County Operations	\$2,780.50	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$256.50	01105-44080 Human Resources
01101GCO-44080 General County Operations	\$9,398.50	01105718-44080 Human Resources
01101GCO-44080 General County Operations	\$627.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$598.50	01112-44080 Controller
01101GCO-44080 General County Operations	\$855.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$2,508.00	013201-44080 CYF
- f. **Correction to Consent Agenda dated 04/14/2020:**
 Peter J. Weeks, From: First Assistant District Attorney, District Attorney, FT, \$65,859.04/year To: District Attorney (Appointed, not Elected), District Attorney, FT, with a correction of salary from \$185,827.72/yr., to \$185,665.00/yr., and correction of effective date of change from 04/02/2020 to 04/01/2020; and Nichole Smith, From: Assistant District Attorney, District Attorney, FT, \$54,421.30/year To: First Assistant District Attorney, District Attorney, FT, \$73,499.92/year, with a correction of effective date of change from 04/06/2020 to 04/01/2020.
- g. **Employment:** Timothy E. Johnston, FT, Lieutenant, Prison, \$42,000.14/yr., effective 05/04/2020; Maria G. Ayers (Georgette), From, Assistant-Administrator, CYF, \$68,737.76/yr., to Interim CYF Administrator, \$72,174.70/yr., effective 03/21/2020.
- h. **Resignations:** Lindsay M. Dempsie, FT, Fiscal Assistant, Social Services, \$24,268.14/yr., effective 05/08/2020.
- i. **Retirement:** John L. Wertz, FT, Lieutenant, Prison, \$43,936.36/yr., effective 04/30/2020.

- j. **Terminations:** Edward C. Alequin, FT, Corrections Officer, Prison, \$19.54/hr., effective 04/22/2020.
- k. **Furlough:** Effective 3/23/2020: David Smithbower and Cassie Waybright
- l. **Return from Furlough (working part-time):** Effective 4/29/2020: Rebecca Robinson.
- m. **Return from Furlough (working full-time):** Effective 4/27/2020: Wendy Pielmeier; Effective 4/28/2020: Roseanne Markley; Effective 4/29/2020: Ann Kociola.

b. UNFINISHED BUSINESS

Adoption of Resolutions:

Resolution 184-2020: A resolution approving a disbursement from the Blair County Demolition Fund, in the amount of \$10,000.00, for the demolition of a property located at 1106-1110 7th Ave, Altoona, PA. Total estimated cost for demolition is in the estimated amount of \$100,000.00, with municipality committing funds in the total amount of \$90,000.00 for said project.

Resolution 185-2020: A resolution approving a Letter of Agreement and a HIPAA Business Associate Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and PeerStar LLC for the reciprocal sharing of information within HIPAA guidelines to identify the consumer, assess the specific needs, and effective comprehensive provision of service and support to provide a continuum of quality of care between both parties.

Resolution 186-2020: A resolution approving a Professional Services Contract between the County of Blair, Blair County Department of Emergency Services 911E and Mission Critical Partners, LLC, for Next Generation 911 Consulting Services, in the total fixed fee amount (including expenses) of \$39,208.00 which will be invoiced monthly for actual services rendered, to assist the Southern Alleghenies 911 Cooperative (SAC) for planning, procurement and implementation support with the awarded Pennsylvania Emergency Management Agency (PEMA) grant.

11. OLD BUSINESS

None

12. NEW BUSINESS

A. Victim Witness:

Requesting approval of a FY 2018 Pennsylvania Commission on Crime and Delinquency Sub-grant Award (2018-VF-05-31252) in the total award amount of \$131,832.00, for the period of July 1, 2019 through September 30, 2020.

B. IT Department:

- a. Requesting approval of a proposal received from CDW-G for the purchase of licensing to utilize VEEAM backup software within the County of Blair and the 911E Center, in the total amount of \$18,928.00.
- b. Requesting approval of a Proposal received from Dell Marketing, LP for the purchase of VMWARE Software Licensing within the Blair County 911E Center in the total amount of \$1,168.54.

C. Social Services:

- a. Requesting approval a revision to the FY 18/19 Human Services Block Grant Retained Earnings Plan removing the summer employment program and replacing it with the Homeless Prevention Program for rental/utility assistance to prescreened households, in the total amount of \$10,000.00.
- b. Requesting approval for authorization of the Blair County Board of Commissioners signature upon the Pennsylvania Section 108 Loan Consortium, #B-04-DC-42001, to the US Department of Housing and Urban Development HUD) for a principal loan deferment of the August 1, 2020 payment, on behalf of Boscov's Department Stores LLC, due to a loss in revenue as a result of the economic impact of COVID-19.

D. Election:

- a. Requesting approval of a letter acknowledging Blair County's Notice of Intent - Requesting Election Security Grant Funds as part of the Consolidated Appropriations Act of 2020 in the total amount of \$61,374.38 for eligible expenditures from December 21, 2019 through December 31, 2022.
- b. Requesting approval of a letter acknowledging Blair County's Notice of Intent - Requesting CARES Act Grant Funds as part of the Coronavirus Aid, Relief and Economic Security (CARES) Act in the total amount of \$52,592.50 for eligible expenditures from January 20, 2020 through December 31, 2020.

E. Blair Drug and Alcohol:

Requesting approval of a Resolution naming Nicole M. Hemminger be authorized and directed to sign on behalf of The County Blair the Electronic Access Agreement for Pennsylvania Crash Information Tool entered into with the Commonwealth of Pennsylvania, Department of Transportation and to access as a Delegated Administrator to submit grants through the e-grant system.

13. ADJOURN

BUSINESS SESSION: TUESDAY, MAY 5, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

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 called for the Pledge of Allegiance to be recited.

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), Missy Gillian and Trina Illig (Social Services), Kay Stephens (Altoona Mirror), Helen Schmitt (Public), A. C. Stickel (Controller), Jon Frank (Juvenile Probation), and Jennifer Sleppy (Finance).

Approval of Minutes of March 31 and April 14 2020:

Commissioner Erb called for corrections or changes to the meeting minutes of March 31, 2020. **There were no corrections or changes noted.**

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to accept the minutes as prepared.

Commissioner Erb called for corrections or changes to the meeting minutes of April 14, 2020. **There were no corrections or changes noted.**

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to accept the minutes as prepared.

Executive Session Announcement:

Chief Clerk Hemminger announced that an Executive Session was held on Thursday, April 30, 2020 beginning at 9:30 a.m. via video conference with the Commissioners, herself, HR Director Katherine Swigart, HR Manager Robin Gindlesperger, and John Baker of McNees Wallace to discuss four (4) separate individual employees, litigation involving a grievance with CYF and labor negotiations with SEIU 668 Maintenance and SEIU 668 CYF.

Public Comment:

Commissioner Erb called for public comment.

Kay Stephens of the Altoona Mirror stated that she would like to know what plans the board has on the reopening of the Courthouse.

Upcoming Meetings:

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Thursday, May 7, 2020	8:30 a.m.	Park & Recreation Advisory Board
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Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster stated that the commissioners are in daily contact with the governor's office, the department of health as well as other government officials regarding developments with COVID-19, as well as advocating for safe and effective measures for the reopening of the county.

Commissioner Burke announced that the deadline to apply for Clean and Green has been extended until October 15, 2020.

Commissioner Burke stated that based on data she has seen she does not feel that the county is ready to reopen. She stated that the county is not meeting the states recommendation for testing and that she still has concerns regarding the county's capabilities on contact-tracing measures.

Commissioner Burke stated that she is pleased with the efforts the county has made in keeping the virus out of the prison with zero cases as well as keeping it out of local nursing and personal care homes.

Commissioner Burke stated that reopening the courthouse is a separate issue than reopening the county. She stated that there has been no discussion by the board on reopening or discussion on how to safely and effectively do so.

Commissioner Burke stated that when the time does come to reopen the courthouse it is not going to be back to business as usual. There is still going to be the need for social distancing, proper handwashing, hand sanitizing and wearing of masks. She stated that she wants everyone to understand that in order to reopen both the county and the courthouse we are going to need to have all of the proper measures in place to not only safely and effectively reopen but to remain open as well.

Commissioner Erb stated that he echoes the comments of both Commissioners Burke and Webster.

Commissioner Erb extended a thank you to Senator Judy Ward for her participating and questioning yesterday at the State Senate Health Committee Hearings. He also expressed a thank you to both Representatives Lou Schmitt and Jim Gregory for their efforts in advocating for the reopening of Blair County.

Commissioner Erb announced the "Voices of Blair County Event" being sponsored by the Blair County Chamber in partnership with the Altoona Blair County Development Corp. (ABCD) and the Altoona Curve. He stated that the event would be held at PNG Field beginning at 6 pm Wednesday, May 6, 2020 and ending at 12 noon on Friday, May 8, 2020. Blair County Residents will be able to sign a billboard in support of easing the COVID-19 restrictions placed on local businesses so that the county can begin reopening. The signed billboard will be delivered to Harrisburg letting the state's government officials know that Blair County is ready to reopen.

Consent Agenda:

Resolution 183-2020:

- a. Payment of Three (3) Warrant Lists dated 5/4/2020, in the amounts of \$107,945.57 (#200505MW); \$1,924.59 (#200505CO); \$236,668.68 (#200505SS) and One (1) Warrant List dated 5/5/2020 in the amount of \$285,606.40 (#200505FC), which include payment of the following invoices:
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- l. **Return from Furlough (working part-time):** Effective 4/29/2020: Rebecca Robinson.
- m. **Return from Furlough (working full-time):** Effective 4/27/2020: Wendy Pielmeier; Effective 4/28/2020: Roseanne Markley; Effective 4/29/2020: Ann Kociola.

Commissioner Burke noted her abstention due to a conflict of interest on the payment of an invoice to Thomas or 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 183-2020 with the abstentions as noted.

Unfinished Business:

Adoption of Resolutions:

Resolution 184-2020: A resolution approving a disbursement from the Blair County Demolition Fund, in the amount of \$10,000.00, for the demolition of a property located at 1106-1110 7th Ave, Altoona, PA. Total estimated cost for demolition is in the estimated amount of \$100,000.00, with municipality committing funds in the total amount of \$90,000.00 for said project.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 184-2020.

Resolution 185-2020: A resolution approving a Letter of Agreement and a HIPAA Business Associate Agreement between the County of Blair, on behalf of the Blair County Juvenile Probation Office and PeerStar LLC for the reciprocal sharing of information within HIPAA guidelines to identify the consumer, assess the specific needs, and effective comprehensive provision of service and support to provide a continuum of quality of care between both parties.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 185-2020.

Resolution 186-2020: A resolution approving a Professional Services Contract between the County of Blair, Blair County Department of Emergency Services 911E and Mission Critical Partners, LLC, for Next Generation 911 Consulting Services, in the total fixed fee amount (including expenses) of \$39,208.00 which will be invoiced monthly for actual services rendered, to assist the Southern Alleghenies 911 Cooperative (SAC) for planning, procurement and implementation support with the awarded Pennsylvania Emergency Management Agency (PEMA) grant.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 186-2020.

Old Business:

None

New Business:

Victim Witness:

Chief Clerk Hemminger requested approval of a FY 2018 Pennsylvania Commission on Crime and Delinquency Sub-grant Award (2018-VF-05-31252) in the total award amount of \$131,832.00, for the period of July 1, 2019 through September 30, 2020.

In the absence of a representative from the Victim Witness Office, Chief Clerk Hemminger stated that the request is for an annual grant award.

Jennifer Sleppy, Finance Director stated that given the period of the award she would ask the board to consider taking action on the request at this time.

Discussion followed.

Resolution 187-2020: A resolution approving a FY 2018 Pennsylvania Commission on Crime and Delinquency Sub-grant Award (2018-VF-05-31252) in the total award amount of \$131,832.00, for the period of July 1, 2019 through September 30, 2020.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 187-2020.

IT Department:

- a. Don Weakland requested approval of a proposal received from CDW-G for the purchase of licensing to utilize VEEAM backup software within the County of Blair and the 911E Center, in the total amount of \$18,928.00.

Mr. Weakland stated that this is a standard renewal request and that all licenses are co-termed to expire together. He stated that the licenses had been negotiated as a combined package to reduce costs and to simplify licensing management in order to save both time and money, and that CDW-G is a Co-Star's vendor.

Discussion followed.

Resolution 188-2020: A resolution approving a proposal received from CDW-G for the purchase of licensing to utilize VEEAM backup software within the County of Blair and the 911E Center, in the total amount of \$18,928.00.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 188-2020.

- b. Don Weakland requested approval of a Proposal received from Dell Marketing, LP for the purchase of VMWARE Software Licensing within the Blair County 911E Center in the total amount of \$1,168.54.

Mr. Weakland stated that this is annual agreement.

Discussion followed.

Resolution 189-2020: A resolution approving a Proposal received from Dell Marketing, LP for the purchase of VMWARE Software Licensing within the Blair County 911E Center in the total amount of \$1,168.54.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 189-2020.

Social Services:

- a. Missy Gillian requested approval of a revision to the FY 18/19 Human Services Block Grant Retained Earnings Plan removing the summer employment program and replacing it with the Homeless Prevention Program for rental/utility assistance to prescreened households, in the total amount of \$10,000.00.

Ms. Gillian stated that due to the COVID-19 Pandemic the summer employment program has been cancelled. With the pandemic there has been an increase in requests for rental and utility assistance. Therefore, in order to best utilize the grant funds she is requesting a revision to the retained earnings plan removing the summer employment program and replacing it with the Homeless Prevention Program, in the total amount of \$10,000.00.

Discussion followed.

Resolution 190-2020: A resolution approving a revision to the FY 18/19 Human Services Block Grant Retained Earnings Plan removing the summer employment program and replacing it with the Homeless Prevention Program for rental/utility assistance to prescreened households, in the total amount of \$10,000.00.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 190-2020.

- b. Trina Illig requested approval for authorization of the Blair County Board of Commissioners signature upon the Pennsylvania Section 108 Loan Consortium, #B-04-DC-42001, to the US Department of Housing and Urban Development (HUD) for a principal loan deferment of the August 1, 2020 payment, on behalf of Boscov's Department Stores LLC, due to a loss in revenue as a result of the economic impact of COVID-19.

Commissioner Erb asked if Solicitor Karn could provide some background information pertaining to this request.

Solicitor Karn stated that back in 2009 Boscov's became financially at risk due to the down turn of the economy. Due to the number of employees and the impact that the loss of those jobs could have, the Federal Government was able to do a Section 108 Loan using Federal Monies, Bond Proceeds and loans to Boscov's. In order to do the loan the counties where Boscov stores are located (Blair, Butler, Cambria, Lackawanna and Schuylkill) needed to guarantee the loan with their CDBG fund allocations until the loan is paid in full. If Boscov's would default on the loan, these counties CDBG allocations would be used to repay the loan.

Presently, due to mandatory closure of non-essential businesses by the governor as a result of COVID-19 mitigation Boscov's is requesting from HUD a deferment of payment until August 1, 2020, in order to avoid default. However, because of the counties guarantee HUD is requiring that the counties provide acknowledgement that they are in support of the deferment request because the County's CDBG funds are pledged as collateral. If Boscov's would default, the counties would not receive a CDBG allocation for the next year.

Commissioner Webster asked if Solicitor Karn knew if the other counties have agreed to the request for deferment. Solicitor Karn stated that he has not reached out to any of the counties for their input.

Trina Illig stated that to her knowledge her direct CDBG contact has contacted the other counties, however, she as well does not know if the other counties have approved the request for deferment.

The board has requested that Trina Illig reach out to the other counties prior to next week's meeting on their input regarding the deferment request.

Election:

- a. Chief Clerk Hemminger requested approval of a letter acknowledging Blair County's Notice of Intent - Requesting Election Security Grant Funds as part of the Consolidated Appropriations Act of 2020 in the total amount of \$61,374.38 for eligible expenditures from December 21, 2019 through December 31, 2022.

Mrs. Hemminger stated that the request for a letter of acknowledgement has a very short ten (10) day turnaround time and ask that the board consider acting on the request at this time.

Discussion followed.

Resolution 191-2020: A resolution approving a letter acknowledging Blair County's Notice of Intent - Requesting Election Security Grant Funds as part of the Consolidated Appropriations Act of 2020 in the total amount of \$61,374.38 for eligible expenditures from December 21, 2019 through December 31, 2022.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 191-2020.

- b. Chief Clerk Hemminger requested approval of a letter acknowledging Blair County's Notice of Intent - Requesting CARES Act Grant Funds as part of the Coronavirus Aid, Relief and Economic Security (CARES) Act in the total amount of \$52,592.50 for eligible expenditures from January 20, 2020 through December 31, 2020.

Mrs. Hemminger stated that grant funds could be used for COVID-19 prevention measures, such items as hand sanitizer, masks, polling place dividers, etc., anything that would be used in order to keep poll workers and voters safe during the voting process.

Discussion followed.

Resolution 192-2020: A resolution approving a letter acknowledging Blair County's Notice of Intent - Requesting CARES Act Grant Funds as part of the Coronavirus Aid, Relief and Economic Security (CARES) Act in the total amount of \$52,592.50 for eligible expenditures from January 20, 2020 through December 31, 2020.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 191-2020.

Blair Drug and Alcohol:

Nicole Hemminger requested approval of a Resolution naming Nicole M. Hemminger be authorized and directed to sign on behalf of The County Blair the Electronic Access Agreement for Pennsylvania Crash Information Tool entered into with the Commonwealth of Pennsylvania, Department of Transportation and to access as a Delegated Administrator to submit grants through the e-grant system.

Mrs. Hemminger stated that this request is a basic "housekeeping item" in removing former Chief Clerk/County Administrator Helen Schmitt and adding Mrs. Hemminger as her replacement.

Discussion followed.

Resolution 193-2020: A resolution approving Nicole M. Hemminger be authorized and directed to sign on behalf of The County Blair the Electronic Access Agreement for Pennsylvania Crash Information Tool entered into with the Commonwealth of Pennsylvania, Department of Transportation and to access as a Delegated Administrator to submit grants through the e-grant system.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 193-2020.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk