

WORK SESSION: TUESDAY, OCTOBER 4, 2022, 10:00 A.M.

Location: Commissioner’s Meeting Room, Basement.

**Public meetings are being held both in-person and by conference call. 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 those participating in the meeting please 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.

Others Present:

Wendy Traxler (Department of Emergency Services), Sherry Socie (Planning Commission), Jim Hudack (Social Services), AC Stickel (Controller), Kermit Alwine (Sheriff’s Office), Brandon Meck and Lindsay Dempsie (Finance), Kay Stephens (Altoona Mirror) and Melissa Harpster (Commissioner’s Office).

Upcoming Meetings:

Wednesday, October 5, 2022	9:00 a.m.	*Retirement Board (Commissioners Mtg. Rm.)
	10:30 a.m.	*Salary Board (Commissioners Mtg. Rm.)
Thursday, October 6, 2022	8:30 a.m.	*Park and Rec. Adv. Bd. (Commissioners Mtg. Rm.)
	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Rm.)
	12:00 p.m.	Social Service Advisory Board (At Blair HealthChoices)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall at the Fort)
Friday, October 7, 2022		
Monday, October 10, 2022	Columbus Day Courthouse Closed	
Tuesday, October 11, 2022	10:00 a.m.	*Commissioners Work Session (Commissioners Mtg. Rm.)
	7:00 p.m.	Airport Authority Mtg. (Blair County Airport)

Approval of Meeting Minutes: 09/13/22, 09/15/22, 09/20/22 and 09/22/22

Commissioner Erb called for corrections or changes to the meeting minutes of 09/13/22, 09/15/22, 09/20/22 and 09/22/22. **There were no corrections or changes noted.**

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

Public Comment:

Commissioner Erb called for public comment.

Kay Stephens stated that after the Work Session Meeting of 09/27/22 she requested information pertaining to the Side Letter between the County of Blair and PSSU, SEIU Local 668 for the one-time, not-to-base wages payments for Children, Youth and Families (CYF) union-eligible employees, so that she could write an article for the newspaper; however, she has yet to receive the requested information.

Commissioners Comments:

Commissioner Erb called for commissioner comments.

Commissioner Webster shared a reminder of the Trick or Treat and Haunted Halloween Event to be held at Fort Roberdeau during the evening of Saturday, October 8, 2022.

Commissioner Burke stated she had no comments today.

Commissioner Erb stated he had no comments today.

Consent Agenda

Resolution #394-2022:

- a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/04/2022	221004CO	\$28,322.80
10/04/2022	221004WW	\$283,498.28
10/04/2022	221004CY	\$254,003.87
10/04/2022	221004SS	\$31,597.55

- b. Ratification of the following six-6 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
09/30/2022	220930RF	\$4,167.46
09/30/2022	220930WT	\$634,400.00
09/27/2022	220927MW	\$62,264.55
09/29/2022	220929HR	\$17,910.06
09/23/2022	220923RF	\$11.87
09/26/2022	220926FS	\$2,098.95

- c. **Bridge #82/Frankstown Branch Superstructure Replacement Project:** Requesting approval of ECMS submission Invoice #5, Part 3, Construction Services, in the total amount of \$886.91, Invoice #6, Part 3, Construction Services, in the total amount of \$2,526.53, Invoice #5, Part 4, Construction Inspection, in the total amount of \$30,070.99, Invoice #4, Part 6, Final Design, in the total amount of \$16,483.82, Invoice #5, Part 6, Final Design, in the total amount of \$2,316.95, all received from Keller Engineers. Expenses are 100% reimbursable through the Road Map Fund.
- d. **Bridge #67/West Loop Road Replacement Project:** Requesting approval of ECMS submission, Invoice #4, Part 3, Construction Services, in the total amount of \$766.47, Invoice #5, Part 3, Construction Services, in the total amount of \$1,854.56, Invoice #3, Part 4, Construction Inspection, in the total amount of \$27,509.10, all received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- e. **Bridge #82/Frankstown Branch Superstructure Replacement Project:** Requesting approval of ECMS submission, Estimate 004, in the total amount of \$5,900.47, received from Glenn O. Hawbaker Inc. Expenses are 100% reimbursable through the Road Map Fund.
- f. **2022 Budget Transfer:** Charges received from Justifacts for the month of March 2022 that were inadvertently missed with other submissions from that bill.

From	\$	To
01101GCO-42000 General County Operation's	\$112.28	01209PO-42000 Prison
- g. **LERTA Public Meeting:** Requesting approval of the Meeting Minutes for the Joint Public Hearing on LERTA held on July 7, 2022, 7 pm, at the Williamsburg Community Farm Show Building.
- h. **Employment:** Nathan S. Conner, FT, Voter Registration Assistant, Elections, \$11.58/hr., effective 10/03/22; Shelby N. Gearhart, FT, Deputy, Sheriff's Office, \$15.52/hr., effective 10/03/22; Kevin D. Latchford, PT, Probation Officer Support, APO, \$11.58/hr., effective 10/03/22; Devin M. Bennati, From, FT, Assistant Public Defender, Public Defender's Office, \$46,125.04/yr., to FT, First Assistant Public Defender, Public Defender's Office, \$50,737.44/yr., effective 10/01/22; Julia E. Burke, From, FT, Assistant Public Defender II, \$61,054.40/yr., To, First Assistant Public Defender, \$63,961.30/yr., effective 10/01/22; Tammie J. McCahan, From PT, Department Clerk, Records Management, \$11.58/hr., To, PT, Receptionist/Clerk, Cost and Fines, \$11.03/hr., effective 10/03/22; and Taylor A. McKnight, From, FT, Caseworker I, CYF, \$16.22/hr., To, FT, Juvenile Probation Officer, JPO, \$16.30/hr., effective 10/03/22.
- i. **Resignations:** Kimberly A. Mognet, FT, Case Manager, Domestic Relations, \$28,592.20/yr., effective 10/04/22; and Larry L. Hopkins, FT, Corporal, Sheriff's Office, \$17.12/hr., effective 10/05/22.
- j. **Retirement:** Theodore J. Krol, PT, First Assistant Public Defender, Public Defender's Office, \$52,909.74/year, effective 10/01/22.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 394-2022.

Staff Reports & Special Business:

Prison Board:

AC Stickel requested approval of a Second Amendment to the Blair County Prison Inmate Telephone Contract between the County of Blair, on behalf of the Blair County Prison and Encartele, Inc., for additional Content Broadcasting System Equipment Installed; with an increase from 30% commission on CidNet Data used to 40%, and a three-3 year contract extension, to June 30, 2027.

Controller Stickel stated that the amendment to the contract provides that Encartele will provide thirty-30 CID Tablets and three-3 charging stations at the Blair County Prison for inmate use. He stated the commission on the use of CIDNet Data increases from 30% to 40% and extends the contract with Encartele to June 30, 2027.

Controller Stickel stated that Solicitor Karn and IT have reviewed the amendment, and there is no cost to the county associated with the amendment.

Discussion followed.

Social Services:

Jim Hudack requested approval of a Contract Amendment to the Contract dated July 1, 2022, by and between the County of Blair and Southern Alleghenies Service Management Group (SASMG), amending Appendix B-1 attached to said Amendment, for financial and accounting support services, at the rate of \$50.00 per hour for a maximum of twenty-one (21) hours per week, with all other provisions of the contract remaining unchanged.

Mr. Hudack stated the contract amendment provides for temporary financial and accounting support to the Department of Social Services until the vacated positions of the Fiscal Officer and Fiscal Specialist are filled and trained.

Discussion followed.

Sheriff's Office:

Sherry Socie and Kermit Alwine requested approval for the submission of an Application for Pennsylvania Commission on Crime and Delinquency Local Law Enforcement Grant Funds, in the maximum dollar amount of \$5,147,581.00.

Ms. Socie and Mr. Alwine stated that awarded grant funds would be used to facilitate equipment upgrades not only for the Blair County Sheriff's Office, but would also supply needed equipment for other Blair County Law Enforcement Agencies. The equipment include a costly and substantial upgrade to the 911/E Center for Law Enforcement use, mobile radios, portable radios, and tablets. Grant funding will provide the Blair County Sheriff's Office with body-worn and in-car cameras, gym memberships for deputies, supplement the office's training budget include train-the-trainer courses that will benefit all Law Enforcement Officers with the county.

Mr. Alwine stated that the county's IT Department is aware of the body-worn cameras and in-car cameras. He stated that should funding be awarded, IT stated that most body camera companies at this point would build a proposal/quote packet that IT would to review and approve.

Ms. Socie stated that the amount of the grant application is \$5,147,581.00.

Commissioner Webster asked Mr. Alwine if there would be costs to the county for storing and maintaining video from the body worn and in-car cameras. Mr. Alwine stated the camera system provides for on-site storage.

Commissioner Burke asked Mr. Alwine why Crisis Intervention Training (CIT) wasn't included in the grant application since it was an eligible category. Mr. Alwine stated that the Sheriff's Office feels that CIT is needed, however the information for the application was gathered quickly in order to meet tight deadlines.

Commissioner Burke also asked Mr. Alwine where he obtained the cost of the gym memberships for deputies. Mr. Alwine stated that the price was obtained from the Summit Tennis and Athletic Club. She also asked if they had not considered including a request for funds to be used for recruitment and retention of employees since it was names on the grant application as an eligible expense. Mr. Alwine stated that they had not considered funds for recruitment and retention of employees.

Commissioner Erb stated that he too, was in support of requesting funds for the use of Crisis Intervention Training. He suggested that since the submission deadline was yet a week away that the application be revised to include CIT.

Discussion followed.

Department of Emergency Services:

Wendy Traxler requested approval of a Monthly Service Agreement between the County of Blair, Blair County 911 and Robert's Pest Control for treatment of insects and rodents at the rate of \$60.00 per month to be billed on a quarterly basis.

Discussion followed.

Finance:

- a. Lindsay Dempsie requested approval for the acceptance of bids received for cleaning services for various county office buildings, magisterial district judges' offices, 911/E Center, the Adult Parole Satellite Office, Fort Roberdeau and the Coroner's Office for review, award or rejection according to county code thereafter.

Ms. Dempsie stated that bids were solicited for cleaning services for various county office buildings, magisterial district judges' offices, 911/E Center, the Adult Parole Satellite Office, Fort Roberdeau and the Coroner's Office. She stated that the following two-2 bids were received:

Bid Item	Rate	Clean Tech	Nittany Professional Cleaning Inc.
Group 1 MDJ 24-3-04	Per Month	\$1,200.00	\$396.50
Group 2 MDJ 24-1-02 MDJ 24-3-02 MDJ 24-1-03 911/E Center APO Satellite Office Coroner's Office	Per Month	\$12,500.00	\$2,479.75
Group 3 MDJ 24-3-01	Per Month	\$2,000.00	\$377.00
Group 4 MDJ 24-3-03	Per Month	\$2,000.00	\$409.50
Group 5 Fort Roberdeau	Per Month	\$1,500.00	\$448.50
Emergency After-Hours	Per Hour	\$150.00	\$45.50
Strip and Wax Floors	Per Hour	\$175.00	\$78.00

Ms. Dempsie requested that the Board consider acceptance of the bids received for review, award or rejection according to county code thereafter.

Discussion followed.

Resolution 395-2022: A resolution approving the acceptance of the following bids received for cleaning services for various county office buildings, magisterial district judges' offices, 911/E Center, the Adult Parole Satellite Office, Fort Roberdeau and the Coroner's Office for review, award or rejection according to county code thereafter:

Bid Item	Rate	Clean Tech	Nittany Professional Cleaning Inc.
Group 1 MDJ 24-3-04	Per Month	\$1,200.00	\$396.50
Group 2 MDJ 24-1-02 MDJ 24-3-02 MDJ 24-1-03 911/E Center APO Satellite Office Coroner's Office	Per Month	\$12,500.00	\$2,479.75
Group 3 MDJ 24-3-01	Per Month	\$2,000.00	\$377.00
Group 4 MDJ 24-3-03	Per Month	\$2,000.00	\$409.50
Group 5 Fort Roberdeau	Per Month	\$1,500.00	\$448.50
Emergency After-Hours	Per Hour	\$150.00	\$45.50
Strip and Wax Floors	Per Hour	\$175.00	\$78.00

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 395-2022.

- b. Lindsay Dempsie requested approval of a FirstEnergy Customer Letter of Authorization Form (CLOA) authorizing KOREnergy to act on the County of Blair's behalf to secure historical electric usage information on an ongoing basis for the purpose of evaluating historical energy usage patterns and other relevant information for the provision of energy related services. Said (CLOA) Form shall remain in effect for a period of twenty-four (24) months or until the County of Blair provides KOREnergy with thirty (30) days advance written notice of termination.

Ms. Dempsie stated that this is a renewal request authorizing KOREnergy to act on the county's behalf in order to secure historical electric usage information, energy usage patterns and other information for the provision of energy related services for the courthouse.

Discussion followed.

Fort Roberdeau:

Glenn Nelson requested approval of a quote received from United Rentals, to provide three (3) light towers for the parking area during the Fort Roberdeau Halloween Adventure Event, in the total amount of \$321.66.

Mr. Nelson stated that the rental fee would be paid by the Fort Roberdeau Association.

Discussion followed.

Resolution 396-2022: A resolution approving a quote received from United Rentals, to provide three (3) light towers for the parking area during the Fort Roberdeau Halloween Adventure Event, in the total amount of \$321.66.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 396-2022.

Old Business:

Adoption of Resolutions:

Resolution 326-2022: Approving the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Professional Family Care Services, Inc.

No action taken. Item moved to the Work Session of 10/11/22.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk