

BUSINESS SESSION: TUESDAY, MAY 7, 2019, 10:00 A.M.:

Location: Conference Room 2B, 2nd Floor, New Addition.

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

Others Present: Joseph A. Zolna (Public), Sarah Seymour (Elections), Sarah Chuff (Finance), James Ott (Sheriff), A. C. Stickel (Controller), Kay Stephens (Altoona Mirror), Rocky Greenland (Public Works), MaryAnn Bennis (Register/Recorders Office), Nicole Hemminger and Melissa Harpster (Commissioners Office).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Erb called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Erb requested that those present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – APRIL 23 & APRIL 30, 2019:

Commissioner Erb called for changes or corrections to the minutes of April 23 and April 30, 2019. **There were no changes or corrections noted.**

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to accept the minutes of April 23, 2019 as prepared.

Commissioner Beam noted his abstention on accepting the minutes of April 30, 2019 due to being absent from the meeting.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb to approve the minutes of April 30, 2019, motion carried.

PUBLIC COMMENT:

Commissioner Erb called for commissioners comments. **There were no comments noted.**

UPCOMING MEETINGS:

Wednesday, May 8, 2019		
Thursday, May 9, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 nd Floor)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Floor)
Friday, May 10, 2019		
Monday, May 13, 2019	6:00 p.m.	Blair County Airport Authority (Blair County Airport)
Tuesday, May 14, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Floor)
	9:00 a.m.	Board of Assessment Appeals (Assessment Office)
Wednesday, May 15, 2019	9:00 a.m.	Board of Assessment Appeals (Assessment Office)
Thursday, May 16, 2019	7:30 a.m.	Convention & Sports Facilities Auth. (Convention Center)
	8:30 a.m.	Prison Board (Conference Room 2B, 2 nd Floor)
	10:00 a.m.	Records Improvement Meeting (Conference Room 2B, 2 nd Floor)
Friday, May 17, 2019		
Monday, May 20, 2019		
Tuesday, May 21, 2019	Election Day	Courthouse Closed Except to Voters (Commissioners, Election/Voter Registration & Prothonotary Offices Open)

SPECIAL ANNOUNCEMENT:

Find My Polling Place

Sarah Seymour, Director of Elections announced that “Find My Polling Place” can now be accessed by visiting www.blairco.org. Once on the website voters should go to the Elections/Voter Registration Home Page and “Find My Polling Place” can be located under the 2019 Election Information section.

Mrs. Seymour stated that the “Find My Polling Place” application will allow voters to find their polling place based their physical address, and also contains information such as election dates and other basic information about each polling place.

Mrs. Seymour announced the following dates and information for voters to keep in mind:

- Monday, May 13, 2019 a Board of Elections Meeting will be held beginning at 11:00 a.m. in Conference Room 2B, located on the 2nd Floor of the Courthouse.
- Tuesday, May 14, 2019 is the last day to apply for an absentee ballot. The Elections Office will be open until 5:00 p.m.
- Friday, May 17, 2019 is the last day to return a voted absentee ballot. The Elections Office will be open until 5:00 p.m. Ballots must be physically in the office by 5:00 p.m. (post marks do not apply). Ballots being hand delivered to the office can only be delivered by the actual voter.
- Tuesday, May 21, 2019 Polling Stations will be open from 7:00 a.m. until 8:00 p.m.

COMMISSIONERS COMMENTS:

Commissioner Erb called for commissioners comments.

Commissioner Erb – none.

Commissioner Beam – none.

Commissioner Tomassetti announced that Blair County has been selected by the County Commissioners Association of Pennsylvania (CCAP) to be featured in the CCAP PCN/TV series, “*Pennsylvania Historic Courthouses*”. This TV series features highlights pertaining to the history of county courthouses throughout the state.

Commissioner Tomassetti stated that the Blair County Courthouse series will be taped throughout the day on Friday, May 10, 2019. The video will be shown on PCN sometime late summer or early fall of 2019 with the airing date being announced once it is known.

CONSENT AGENDA:

Resolution 177–2019:

- a. Requesting approval for the payment of six (6) Warrant Lists dated 05/06/19 in the amounts of \$4,589.73 #190507CY; \$41,250.69 #190510CO; \$22,108.24 #190507SS; \$340,319.23 #190507TL; \$13.83 #190318TL; and \$265,068.60 #190510FC, which include payments of the following invoices:
 - UPMC Altoona, in the total amount of \$950.00, for services provided during the month of March 2019.
 - Keller Engineers, in the total amount of \$25,370.84, for Invoices #02895-0045-1; 02895-0047-1; 02895-0047-1B; 02895-0048-2; and 02895-0045-2.
 - **2017 Project Fund/Bond/Courthouse Water Infiltration Project:** Invoice to John Rita, in the total amount of \$500.00, for professional services rendered during the month of April 2019.
 - **2017 Project Fund/Bond/HVAC Improvement & Interior Alterations Project:** Application #1, received from K & K Plumbing Co., Inc., in the total amount of \$12,388.28.
- b. Ratification of one (1) wire transfer dated 05/02/19, Warrant #190430FS, in the amount of \$3,481.92, to Ameriflex.
- c. Ratification for the payment of the following invoices from Warrant Lists during the period of 01/01/19 through 04/26/19:
 - UPMC Altoona, in the total amount of \$394,012.34
 - Keller Engineers, Inc., in the total amount of \$9,875.55
- d. **2019 Budget Transfers:** The following transfer’s represent charges from HealthForce for the period ending April 14, 2019:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operation’s	\$530.00	01209PO-42000 Prison
01101GCO-42000 General County Operation’s	\$ 50.00	01107-42000 Assessment
01101GCO-42000 General County Operation’s	\$ 75.00	01103BM-42000 Building/Maintenance
01101GCO-42000 General County Operation’s	\$150.00	01151-42000 Sheriff

- e. **2019 Budget Transfers:** The following transfer's represent charges from McNees Wallace for legal fees for the month of March 2019:

From	\$	To
01101GCO-44080 General County Operation's	\$3033.40	01112-44080 Controller
01101GCO-44080 General County Operation's	\$5057.00	01158-44080 District Attorney
01101GCO-44080 General County Operation's	\$213.75	01157-44080 Public Defender
01101GCO-44080 General County Operation's	\$122.50	01603-44080 Veterans' Affairs
01101GCO-44080 General County Operation's	\$49.00	01101-44080 Commissioners
01101GCO-44080 General County Operation's	\$106.00	01153-44080 Prothonotary
01101GCO-44080 General County Operation's	\$277.00	01151-44080 Sheriff
01101GCO-44080 General County Operation's	\$122.50	01151-44080 Sheriff
01101GCO-44080 General County Operation's	\$370.50	01101-44080 Commissioners
01101GCO-44080 General County Operation's	\$228.00	01103HW-44080 Highway
01101GCO-44080 General County Operation's Maintenance	\$122.50	01103BM-44080 Building
01101GCO-44080 General County Operation's	\$313.75	01103HW-44080 Highway
01101GCO-44080 General County Operation's	\$833.00	01158-44080 District Attorney
01101GCO-44080 General County Operation's	\$833.00	01157-44080 Public Defender
01101GCO-44080 General County Operation's	\$1482.00	01158-44080 District Attorney
01101GCO-44080 General County Operation's	\$1482.00	01157-44080 Public Defender
01101GCO-44080 General County Operation's	\$294.00	01112-44080 Controller

- f. **2019 Budget Transfers:** The following transfer's represent expenditures not budgeted in 2019. The expenditures will be reimbursed through scholarships from the Administrative Office of PA Courts (AOPC) after the National Association of Drug Court Professionals (NADCP) Conference:

From	\$	To
01101GCO-41999 Contingency	\$1,490.00	01157-42070-Public Defender
01101GCO-41999 Contingency	\$2,120.00	01157-42060-Public Defender

- g. **2019 Budget Transfer:** The following transfer represents expenses being reimbursed through an Administrative Office of PA Courts (AOPC) grant for the Polycom in MDJ Miller's office:

From	\$	To
01101GCO-41999 Contingency	\$1,384.40	01161FM-46060 MDJ Miller

- h. **Blair County Bridge #10/Friesville:** Requesting approval of ECMS submission for payment of Invoice #7, Part #2, Final Design received from Keller Engineers, in the total amount of \$9,328.64. Expense is 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

- i. **Employment:** Amanda C. Ickes, Chad A. Scoran and Laura Rocus, PT, Summer Help, Public Works/Highway, \$10.00/hr., effective 05/06/19; Allison N. Morgan, FT, Caseworker I, CYF, \$30,381.00/yr., effective 05/06/19; Dawn R. Murray, FT, Deputy Register of Wills and Recorder of Deeds, \$18,200.00/yr., effective 05/06/19; Tina L. Stonerook, FT, District Court Administrative Staff, MDJ Blattenberger, \$18,200.00/yr., effective 05/06/19; Nicholas D. Cooper, From PT Sheriff's Deputy, Sheriff's Office, \$12.89/hr., to FT Sheriff's Deputy, Sheriff's Office, \$14.65/hr., effective 05/06/19.

- j. **Resignations:** Stephen M. Szymusiak, FT, Sheriff's Deputy, Sheriff's Office, \$14.65/hr., effective 05/06/19.

- k. **Retirement:** Patti J. Metz, FT, District Court Administrative Staff, MDJ Blattenberger, \$18,291.00/yr., effective 05/10/19.

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

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of invoices to Keller Engineers, Inc., the ratification for payment of invoices to Keller Engineers, Inc., and to the payment of an invoice to John Rita.

Commissioner Beam voted Nay to the payment of an invoice to John Rita, with Commissioner Erb voting Yea and Commissioner Tomassetti abstaining due a professional relationship with Mr. Rita. There being a tie vote and as permitted by the Ethics Act, Commissioner Tomassetti again noted his conflict, and then proceeded to cast his vote in favor of payment of the invoice to John Rita, in light of the fact that the County has a previously approved contract with Mr. Rita.

Motion by Commissioner Beam, second by Commissioner Tomassetti and approved, with abstentions and nay votes as noted, to adopt Resolution 177-2019.

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 178-2019: A resolution approving the Medical Assistance Transportation Program Participation Grant Agreement & Assurance of Compliance between the County of Blair and the Pennsylvania Department of Human Services.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 178-2019.

Resolution 179-2019: A resolution approving a Contract for Medical Assistance Transportation Program (MATP) for Federal Fiscal Year 2019 – 2020 between the County of Blair and Blair Senior Services, for the contract period of July 1, 2019 through June 30, 2020, for the amount of \$22.00 per trip.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 179-2019.

OLD BUSINESS:

None

NEW BUSINESS:

Blair County Department of Emergency Services:

Requesting approval of Change Order #1 to the contract dated December 27, 2017, between the County of Blair, the Southern Alleghenies 911 Cooperative and Mission Critical Partners, Inc., for Next Generation 9-1-1 Professional Consulting Services, removing ESInet Monitoring Services from the original Schedule A- Scope of Work, reducing the total contract amount from \$135,454.01 to \$105,454.01.

Due to the unavailability of Mark Taylor to attend today's meeting, Commissioner Beam requested that this agenda item be held for presentation until next Tuesday's meeting.

Register of Wills & Recorder of Deeds Office/Assessment Office:

MaryAnn Bennis requested approval of a Software Maintenance Agreement between the County of Blair and Optical Storage Solutions, Inc. for twenty-one (21) Landex Full Licenses, plus 1 Hot Site Hosting Service for the Register of Wills & Recorder of Deeds Office, in the total amount of \$22,585.00; and two (2) Landex Full Licenses for the Assessment Office, in the total amount of \$1,280.00 for the period of May 1, 2019 through April 30, 2020.

Mrs. Bennis stated that in 2018 the Register of Wills & Recorder of Deeds Office collected \$62,000,000.00. These funds were processed and distributed through the Landex System.

Mrs. Bennis stated that the agreement has been reviewed by Solicitor Karn and that the costs remain the same as last year. She stated that the expense has been budgeted in the 2019 County General Fund Budget with the cost for the Register and Recorder's Office being offset by the remote online access fees collected, which for 2018 totaled \$27,382.00.

Resolution 180-2019: A resolution approving a Software Maintenance Agreement between the County of Blair and Optical Storage Solutions, Inc. for twenty-one (21) Landex Full Licenses, plus 1 Hot Site Hosting Service for the Register of Wills & Recorder of Deeds Office, in the total amount of \$22,585.00; and two (2) Landex Full Licenses for the Assessment Office, in the total amount of \$1,280.00 for the period of May 1, 2019 through April 30, 2020.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 180-2019.

Blair County Park & Recreation Advisory Board:

- a. Commissioner Beam requested approval of a quote received from LB Water for materials needed for the water line installation to the two (2) new pavilions at Valley View Park in the total amount of \$1,190.00. Expense will be paid from the Park & Recreation Reserve Account #035.

Commissioner Beam stated that the quote was reviewed by Solicitor Karn, and the Blair County Park and Recreation Advisory Board has recommended the quote from LB Water be presented to the Board of Commissioners for approval. He stated that the quote is for materials only and that the water line installation to the two (2) new pavilions will be completed by county work forces.

Discussion followed.

Resolution 181-2019: A resolution approving a quote received from LB Water for materials needed for the water line installation to the two (2) new pavilions at Valley View Park in the total amount of \$1,190.00. Expense will be paid from the Park & Recreation Reserve Account #035.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 181-2019.

- b. Commissioner Beam requested approval for Rocky Greenland to purchase county T-shirts for use by the Valley View Park summer youth workers placed at Valley View Park in an amount not to exceed \$35.00; and approval for the purchase of wood to replace badly worn or rotted wood at the amphitheater, in an amount not to exceed \$1,000.00. Expense will be paid from the Park & Recreation Reserve Account #035.

Commissioner Beam stated that the Park and Recreation Advisory Board has recommended the expenditures from the Park and Recreation 035 Reserve Account be presented for approval by the Board of Commissioners. He stated that up to five (5) T-shirts would be purchased for use by the two (2) summer youth workers placed at Valley View Park. He stated that the amphitheater is in need of repairs until a complete replacement project can occur within the next several years.

Discussion followed.

Resolution 182-2019: A resolution approving for Rocky Greenland to purchase county T-shirts for use by the Valley View Park summer youth workers placed at Valley View Park in an amount not to exceed \$35.00; and approval for the purchase of wood to replace badly worn or rotted wood at the amphitheater, in an amount not to exceed \$1,000.00. Expense will be paid from the Park & Recreation Reserve Account #035.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 182-2019.

ADJOURN:
Meeting Adjourned,

Helen P. Schmitt, County Administrator