

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, MAY 19, 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. PUBLIC COMMENT
6. UPCOMING MEETINGS

Wednesday, May 20, 2020	7:30 a.m.	Convention Cntr. & Sports Facilities (Telephone Conference. Contact Convention Center for dial in info.)
	10:00 a.m.	SAP&DC Board Meeting (Virtually via Zoom. Contact SAP&DC for participation info.)
Thursday, May 21, 2020	8:30 a.m.	*Prison Board
	10:00 a.m.	*Records Improvement
	2:00 p.m.	*Intergovernmental Stormwater Comm.
Friday, May 22, 2020		
Monday, May 25, 2020	Memorial Day	Holiday Courthouse Closed
Tuesday, May 26, 2020	10:00 a.m.	*Commissioners Work Session
Wednesday, May 27, 2020	3:00 p.m.	Blair HealthChoices (Telephone Conference. Contact Blair HealthChoices for dial in info.)
Thursday, May 28, 2020	10:30 a.m.	*Salary Board Meeting
	11:00 a.m.	Blair Senior Services Board Mtg. (Telephone Conference. Contact Blair Senior Services for dial in info.)
Friday, May 29, 2020		
Monday, June 1, 2020		
Tuesday, June 2, 2020	Election Day	Courthouse Closed Except to Voters (Commissioners, Election and Prothonotary Offices Open)

**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#*

7. COMMISSIONERS COMMENTS
8. CONSENT AGENDA

Resolution 199-2020:

- a. Payment of three (3) Warrant Lists dated 05/18/2020 in the amounts of \$302,412.86 #200519MW; \$195,286.39 #200519SS; and \$219,416.68 #200519CY.
- b. **2020 Budget Transfer:** HealthForce invoice dated May 1, 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$50.00	75504-42000 Social Services
01101GCO-42000 General County Operations	\$100.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$50.00	01161FM-42000 MDJ Miller
01101GCO-42000 General County Operations	\$50.00	01209PO-42000 Prison
- c. **2020 Budget Transfer:** Elections

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 Contingency	\$5,000.00	01106718-46060 Elections
- d. **Employment:** Devin S. Martin, From, PT/Fill-In Corrections Officer, Prison, \$15.08/hr., to FT, Corrections Officer, Prison, \$19.54/hr., effective 05/02/2020.
- e. **Resignations:** Amber D. Phillips, FT, Co-Chief, Costs and Fines, \$35,880.00/yr., effective 05/22/2020; Sadie F. Nowoczynski, FT, Administrative Clerk, District Attorney, \$18,888.22/yr., effective 05/29/2020; and Kimberly M. Grum, FT, Administrative Assistant, MDJ D'Antonio, \$18,888.22/yr., effective 05/29/2020.
- f. **Returning from furlough full-time:** David Brown, Robin Moore, Patricia Wolf, Michelle Burket, Edward Drzewiecki, Anita Michelow, Hayden Hann, and Kevin Daley 05/09/2020; Michaela Dempsie, Karen Swab, Elizabeth Martin, and Chantal Sisko, 05/11/2020; Larry Lochner 05/12/2020; and Fred Guyer 05/13/2020.

9. UNFINISHED BUSINESS

Adoption of Resolutions:

Resolution 200-2020: A resolution approving of a Proposal of Service Contract between the County of Blair, Blair County Farm Land Preservation and Keller Engineers for a Conservation Easement Survey of the Linda M. Longenecker Farm located in Huston, Township, Blair County, Pennsylvania, in the total amount of \$5,450.00.

Resolution 201-2020: A resolution approving a License and Services Agreement between the County of Blair, Blair County Department of Emergency Services/911E and RAVE Mobile Safety for the implementation of the Smart 911 Operating System for the period of 03/22/2020 to 03/21/2021, in the total amount of \$30,000.00.

Resolution 202-2020: A resolution approving a Service Agreement between the County of Blair, Blair County Department of Emergency Services/911E and Gen-Mark, formerly Renmark/Schneider Electric, for the VA Galaxy 5000 uninterrupted power supply system, in the total amount of \$23,141.79 as follows:

Complete battery replacement	\$8,760.00
Complete AC & DC Capacitor Replacement	\$9,950.00
Complete Fan Replacement	\$3,500.00
Freight Charges	\$ 931.79

Resolution 203-2020: A resolution approving to amend the County’s Citizen Participation Plan to permit the use of available waivers issued by HUD/DCED under the Community Planning and Development (CPD) Grant Program and Consolidated Plan requirements to prevent the spread of COVID-19 and mitigate economic impacts caused by COVID-19.

Resolution 204-2020: A resolution approving an annual allocation of up to \$10,000.00 from the County of Blair’s Marcellus Shale Unconventional Well Funds to cover administrative costs incurred by the department to address the growing needs of affordable housing.

Resolution 205-2020: A resolution approving an Online/Practice Solution/West ProFlex Software Agreement and ten (10) user accounts with Thomson Reuters/Westlaw for the Blair County District Attorney’s Office, for the period of 08/01/2020 through 07/31/2021, in an amount not to exceed \$377.30/per month; for the period of 08/01/2021 through 07/31/2020, in an amount not to exceed \$388.62/per month; and for the period of 08/31/2022 through 07/31/2023, in an amount not to exceed \$400.28.

Resolution 206-2020: A resolution approving a Deed between the County of Blair and Woodbury Township for certain parcels of land lying and being situate in Woodbury Township, County of Blair and the Commonwealth of Pennsylvania at Western/Eastern right-of-way lines of Lower Clover Creek Road (T-454), in the sum of \$1.00.

10. OLD BUSINESS

COVID-19:

Continued discussion concerning the governor’s announcement on moving the County from the Red to Yellow Phase of Reopening and the impact on County Offices.

11. NEW BUSINESS

A. Blair County Drug & Alcohol Partnerships:

Requesting approval for the submission of a FY 2020-2022 Grant Application (PTS-2021-Blair-00042) to the Pennsylvania Department of Transportation, in the total amount of \$193,238.76 for the period of October 1, 2020 through September 30, 2021, for the Blair County Police Traffic Safety Enforcement Program.

B. Blair County Department of Social Services:

- a. Requesting approval for the submission of an application to the Pennsylvania Department of Community and Economic Development (DCED) for 2020 CARES ESG-CV Program Funds, under the Coronavirus Aid Relief, in the amount of \$71,020.00, on behalf of homeless shelter housing and service providers.
- b. Requesting approval of a second amendment to the FY 2018 Emergency Solutions Grant (ESG), Contract #C000070320, between the County of Blair and the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED), amending the contract expiration date from May 20, 2020 to September 1, 2020 with all other terms of the contract remaining the same.

C. Southern Alleghenies Planning and Development Corporation (SAP&DC):

Requesting approval of a Letter of Support for the submission of the Comprehensive Economic Development Strategy (CEDS) annual update to the Economic Development Administration (EDA).

D. Fort Roberdeau Association:

Requesting approval of a Letter of Engagement between the Fort Roberdeau Association and Young, Oakes, Brown & Company, P.C. (YOBCO) for audit of the Association’s financial statements for year ended December 31, 2019, in the fee amount range of \$2,500.00 to \$3,500.00.

E. Blair Senior Services:

Requesting approval of a FY 2019-2020 Contract Amendment between the County of Blair and Blair Senior Services Inc., changing the per trip rate in Section 5 of said Contract from \$22.00 per trip to \$45.75 per trip effective 04/01/2020 until the end of the term of the contract on June 30, 2020.

F. Blair County Children, Youth and Families:

Requesting approval of a FY 19/20 Purchase of Service Agreement and a HIPPA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and the Children’s Home of Pittsburgh/Lemieux Family Center, effective for the period beginning July 1, 2019.

12. ADJOURN

BUSINESS SESSION: TUESDAY, MAY 19, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

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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.

Roll Call Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Karn.

Roll Call Others Present:

Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), Aleisha Albertson and Sarah Neely (Drug and Alcohol Partnerships), Trina Illig and Christina Stacey (Social Services), Glenn Nelson (Fort Roberdeau), Dennis Wisor (Blair Senior Services), A. C. Stickel (Controller), Don Weakland (IT/RBA), Kay Stephens (Altoona Mirror), Helen Schmitt (Public) and Brittany Feaster (CYF).

Public Comment:

Commissioner Erb called for public comment.

Kay Stephens of the Altoona Mirror asked for comment for guidance to the public pertaining to operations within the courthouse under the yellow phase of reopening due to the COVID-19 Pandemic.

Upcoming Meetings:

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Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster commented that she read in the Altoona Mirror that the Department of Health has listed a COVID-19 related death in Blair County; however, she questions those statistics. She stated that Blair County EMS reported that there have been deaths in Blair County but the deaths have not been of Blair County residents. She stated that the deaths have been of other PA county residents who had been admitted to a Blair County hospital and while a patient unfortunately passed away. According to Blair County EMS, Blair County still has zero reported COVID-19 related deaths.

Commissioner Burke had no comments.

Commissioner Erb had no comments.

Consent Agenda:

Resolution 199-2020:

- a. Payment of three (3) Warrant Lists dated 05/18/2020 in the amounts of \$302,412.86 #200519MW; \$195,286.39 #200519SS; and \$219,416.68 #200519CY.

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- d. **Employment:** Devin S. Martin, From, PT/Fill-In Corrections Officer, Prison, \$15.08/hr., to FT, Corrections Officer, Prison, \$19.54/hr., effective 05/02/2020.
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Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 199-2020.

Unfinished Business:

Adoption of Resolutions:

Resolution 200-2020: A resolution approving a Proposal of Service Contract between the County of Blair, Blair County Farm Land Preservation and Keller Engineers for a Conservation Easement Survey of the Linda M. Longenecker Farm located in Huston, Township, Blair County, Pennsylvania, in the total amount of \$5,450.00.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 200-2020.

Resolution 201-2020: A resolution approving a License and Services Agreement between the County of Blair, Blair County Department of Emergency Services/911E and RAVE Mobile Safety for the implementation of the Smart 911 Operating System for the period of 03/22/2020 to 03/21/2021, in the total amount of \$30,000.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 201-2020.

Resolution 202-2020: A resolution approving a Service Agreement between the County of Blair, Blair County Department of Emergency Services/911E and Gen-Mark, formerly Renmark/Schneider Electric, for the VA Galaxy 5000 uninterrupted power supply system, in the total amount of \$23,141.79 as follows:

Complete battery replacement	\$8,760.00
Complete AC & DC Capacitor Replacement	\$9,950.00
Complete Fan Replacement	\$3,500.00
Freight Charges	\$ 931.79

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 202-2020.

Resolution 203-2020: A resolution approving to amend the County’s Citizen Participation Plan to permit the use of available waivers issued by HUD/DCED under the Community Planning and Development (CPD) Grant Program and Consolidated Plan requirements to prevent the spread of COVID-19 and mitigate economic impacts caused by COVID-19.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 203-2020.

Resolution 204-2020: A resolution approving an annual allocation of up to \$10,000.00 from the County of Blair’s Marcellus Shale Unconventional Well Funds to cover administrative costs incurred by the department to address the growing needs of affordable housing.

Chief Clerk Hemminger stated that she confirmed with Finance Director Jenn Sleppy that the Act 13 Unconventional Well Fund has an approximate balance of \$60,000.00.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 204-2020.

Resolution 205-2020: A resolution approving an Online/Practice Solution/West ProFlex Software Agreement and ten (10) user accounts with Thomson Reuters/Westlaw for the Blair County District Attorney's Office, for the period of 08/01/2020 through 07/31/2021, in an amount not to exceed \$377.30/per month; for the period of 08/01/2021 through 07/31/2020, in an amount not to exceed \$388.62/per month; and for the period of 08/31/2022 through 07/31/2023, in an amount not to exceed \$400.28.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 205-2020.

Resolution 206-2020: A resolution approving a Deed between the County of Blair and Woodbury Township for certain parcels of land lying and being situate in Woodbury Township, County of Blair and the Commonwealth of Pennsylvania at Western/Eastern right-of-way lines of Lower Clover Creek Road (T-454), in the sum of \$1.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 206-2020.

Old Business:

COVID-19:

Chief Clerk Hemminger presented continued discussion concerning the governor's announcement on moving the County from the Red to Yellow Phase of Reopening and the impact on County Offices.

Mrs. Hemminger stated that since being appointed the county's COVID-19 safety officer, she has contacted county and court-related offices, but has not heard from approximately seven (7) offices on their measures for reopening their offices into the yellow phase. She stated that some of the offices she has contacted such as the Sheriff's Office and Register and Recorder's Office are allowing public access by appointment only. Other offices are tailoring their offices for how business is conducted within those offices and she encouraged the public to call the respective offices to discuss how best that office can meet their individual needs whether it be an in person appointment, a phone call, a telephone video conference, etc.

Mrs. Hemminger stated that all Public Meetings will continue to be held virtually going into the yellow phase and perhaps beyond for a while.

Commissioner Erb stated, "We will slowly make the transition, but not in a way that endangers employees or the public." Commissioner Webster stated, "We want people to feel safe." Commissioner Burke made a suggestion of reviewing the Centers for Disease Control Prevention Guidelines, and stated, "I don't know how soon it will be before we can meet again in person."

New Business:

Blair County Drug & Alcohol Partnerships:

Aleisha Albertson requested approval for the submission of a FY 2020-2022 Grant Application (PTS-2021-Blair-00042) to the Pennsylvania Department of Transportation, in the total amount of \$193,238.76 for the period of October 1, 2020 through September 30, 2021, for the Blair County Police Traffic Safety Enforcement Program.

Ms. Albertson stated that the Impaired Driving Program includes funding for DUI details, both checkpoint and roving, equipment and training needs and coordinator positions.

Ms. Albertson stated that for FY 20/22 there have been some additional pieces added to the grant making it no longer just the Impaired Driving Program, but also includes the Police Traffic Safety Grant Program. She stated that funding for the Police Traffic Safety Programs, include the impaired driving program, aggressive driving and speed enforcement, occupant protection such as buckle up/click it or ticket and pedestrian safety enforcement as well as two additional coordinator positions to manage the newly added duties.

Discussion followed.

Blair County Department of Social Services:

- a. Trina Illig requested approval for the submission of an application to the Pennsylvania Department of Community and Economic Development (DCED) for 2020 CARES ESG-CV Program Funds, under the Coronavirus Aid Relief, in the amount of \$71,020.00, on behalf of homeless shelter housing and service providers.

Mrs. Illig stated that currently there are twelve (12) pending evictions due to COVID-19 and twenty (20) households eligible for the homeless prevention program.

Discussion followed.

- b. Trina Illig requested approval of a second amendment to the FY 2018 Emergency Solutions Grant (ESG), Contract #C000070320, between the County of Blair and the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED), amending the contract expiration date from May 20, 2020 to September 1, 2020 with all other terms of the contract remaining the same.

Mrs. Illig stated that the request for the second amendment was initiated by DCED. She stated that all terms and conditions of the contract will remain the same.

Discussion followed.

Resolution 207-2020: A resolution approving a second amendment to the FY 2018 Emergency Solutions Grant (ESG), Contract #C000070320, between the County of Blair and the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED), amending the contract expiration date from May 20, 2020 to September 1, 2020 with all other terms of the contract remaining the same.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 207-2020.

Southern Alleghenies Planning and Development Corporation (SAP&DC):

Commissioner Erb requested approval of a Letter of Support for the submission of the Comprehensive Economic Development Strategy (CEDS) annual update to the Economic Development Administration (EDA).

Commissioner Erb stated that the purpose of this letter is to express the county's active participation and support due to our involvement on the South Alleghenies Planning and Development Corporation's Board of Directors with the planning process and activities undertaken by the Southern Alleghenies Planning and Development Commission for the Southern Alleghenies Region. He stated that this is an annual request.

Discussion followed.

Resolution 208-2020: A resolution approving a Letter of Support for the submission of the Comprehensive Economic Development Strategy (CEDS) annual update to the Economic Development Administration (EDA).

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 208-2020.

Fort Roberdeau Association:

Glenn Nelson requested approval of a Letter of Engagement between the Fort Roberdeau Association and Young, Oakes, Brown & Company, P.C. (YOBCO) for audit of the Association's financial statements for year ended December 31, 2019, in the fee amount range of \$2,500.00 to \$3,500.00.

Mr. Nelson stated that this is an annual request and the Fort Roberdeau Association pays for the fee.

Discussion followed.

Resolution 209-2020: A resolution approving a Letter of Engagement between the Fort Roberdeau Association and Young, Oakes, Brown & Company, P.C. (YOBCO) for audit of the Association's financial statements for year ended December 31, 2019, in the fee amount range of \$2,500.00 to \$3,500.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 209-2020.

Blair Senior Services:

Dennis Wisor requested approval of a FY 2019-2020 Contract Amendment between the County of Blair and Blair Senior Services Inc., changing the per trip rate in Section 5 of said Contract from \$22.00 per trip to \$45.75 per trip effective April 1, 2020 until the end of the term of the contract on June 30, 2020.

Discussion followed.

Resolution 210-2020: A resolution approving a FY 2019-2020 Contract Amendment between the County of Blair and Blair Senior Services Inc., changing the per trip rate in Section 5 of said Contract from \$22.00 per trip to \$45.75 per trip effective April 1, 2020 until the end of the term of the contract on June 30, 2020.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 210-2020.

Blair County Children, Youth and Families:

Brittany Feaster requested approval of a FY 19/20 Purchase of Service Agreement and a HIPPA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and the Children's Home of Pittsburgh/Lemieux Family Center, effective for the period beginning July 1, 2019.

Ms. Feaster stated that this is a new agreement for FY 19/20. She stated that the agency is the best placement option for a child who is ready for discharge to the facility.

Discussion followed.

Resolution 211-2020: A resolution approving the adoption of a FY 19/20 Purchase of Service Agreement and a HIPPA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and the Children's Home of Pittsburgh/Lemieux Family Center, effective for the period beginning July 1, 2019.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 211-2020.

Adjourn:

Nicole M. Hemminger, Chief Clerk