

**BUSINESS SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, FEBRUARY 26, 2019, 10:00 A.M.**

1. CALL TO ORDER
2. MOMENT OF SILENT REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF MINUTES – TUESDAY, FEBRUARY 19<sup>TH</sup> AND THURSDAY, FEBRUARY 21<sup>ST</sup> RECONVENED MEETING
5. PUBLIC COMMENT

6. UPCOMING MEETINGS

Wednesday, February 27, 2019		
Thursday, February 28, 2019	8:30 a.m.	Blair County Planning Commission (Altoona Water Authority)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
Friday, March 1, 2019		
Monday, March 4, 2019		
Tuesday, March 5, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 <sup>nd</sup> Floor)
Wednesday, March 6, 2019		
Thursday, March 7, 2019	8:30 a.m.	Park & Recreation Advisory Bd. (Conference Room 2B, 2 <sup>nd</sup> Floor)
Friday, March 8, 2019		
Monday, March 11, 2019	6:00 p.m.	Airport Authority (Blair County Airport)
Tuesday, March 12, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 <sup>nd</sup> Floor)

7. COMMISSIONERS COMMENTS

8. PROCLAMATION

In Honor of Mrs. Helen Umbower's 104<sup>th</sup> Birthday

9. CONSENT AGENDA

**Resolution 79-2019:**

- a. Payment of three (3) Warrant Lists dated February 25, 2019, in the amounts of \$420,769.33, \$236,701.10, and \$56,384.68 which includes payment of the following invoices:

**UPMC Altoona**, in the total amount of \$22,752.78.

**2017 Project Fund/Bond/911/EMA 2019 F350 Truck: ComPros**, in the total amount of \$315.23, for installation/programming/mobile power cable/radio.

- b. **2019 Budget Transfer:** The transfer represents year-to-date charges received from Healthforce:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$50.00	012012-42000 APO
01101GCO-42000 General County Operations	\$90.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$50.00	01161AB-42000 Blattenberger
01101GCO-42000 General County Operations	\$50.00	01164-42000 Victim Witness
01101GCO-42000 General County Operations	\$75.00	01160CO-42000 Court Adm.
01101GCO-42000 General County Operations	\$50.00	01109-42000 Treasurer
01101GCO-42000 General County Operations	\$50.00	01157-42000 Public Defender
01101GCO-42000 General County Operations	\$100.00	01603-42000 Veterans' Affairs
01101GCO-42000 General County Operations	\$150.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$75.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$1325.00	01209PO-42000 Prison

- c. **2019 Budget Transfer:** This transfer represents workers' compensation charges received from Evaluation Specialists:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000	\$1,500.00	01209PO-42000 Prison

- d. **Employment:** Sandra A. Wharton, FT, Caseworker 1, CYF, \$30,381.00/yr., effective 02/25/19; Edward C. Alequin and Revel B. Southwell, PT, Fill-In, Correction Officers, Prison, \$15.08/hr., effective 02/25/19; Michael P. Rupp, PT, Probation Officer Support, APO, \$10.30/hr., effective 02/25/19; Justin C. Means, James W. Frantz, Devin M. Hodge, and Ashley M. Marconi from PT, Fill-In, Correction Officers, Prison, \$15.08/hr., to FT, Correction Officers, Prison, \$19.54/hr., effective 02/18/19; Matthew A. Anders, Nicholas D. Moffitt, Eric W. Dostal, from PT, Fill-In, Correction Officers, Prison, \$15.08/hr., to FT, Correction Officers, Prison, \$19.54/hr., effective 02/25/19; Chad R. Murray, from, FT, Corrections Officer, Prison, \$19.54/hr., to FT, Sergeant, Prison, \$21.85/hr., effective 02/25/19.

- e. **Resignations:** Melanie R. Boland, FT, Community Development Grants, Social Services, \$28,045.16/yr., effective 02/20/19.

## **10. UNFINISHED BUSINESS**

### **Adoption of Resolutions:**

None

## **11. OLD BUSINESS**

### **1875 Courtroom and Lawyer's Lobby Furnishings:**

Continued discussion and summary for completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

### **1906 Exterior Window Restoration:**

Discussion concerning amending the contract to include mansard roof repair work and the protection of the stained glass windows.

### **Pennsylvania Historic and Museum Commission (PHMC):**

Grant considerations.

## **12. NEW BUSINESS**

### **Department of Emergency Services:**

Requesting approval for the submission of the FFY 2019 Emergency Management Performance Grant (EMPG) Application to the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$102,203.35, to supplement the salaries of emergency management personnel who perform essential emergency management functions for the period of October 1, 2018 through September 30, 2019. (Said application will include, where applicable, an affirmative action annual report, request for new positions, and election of merit system and delegation of signature authority.)

### **Sheriff's Office:**

Requesting approval to renew a software maintenance agreement between the County of Blair, Blair County Sheriff's Office and Automated Card Systems (ACS), in the amount of \$686.00, for the SMA-ID-Work Photo ID Card Machine, for the period of March 1, 2019 through February 29, 2020.

### **HVAC and Interior Alterations Project:**

Requesting approval of Change Order #5 to the contract between the County of Blair and Kretina Builders, Inc., (General Contractor) decreasing the contract by the amount of \$90,500.00, deleting all applicable labor and material listed in Add Alternate #1 (to furnish millwork for Judge's Bench, Witness Stand).

### **Lease of Fort Roberdeau Farmland:**

Requesting acceptance of bids received for the lease of approximately 145 acres of land located in Tyrone Township adjacent to Fort Roberdeau.

### **Blair County IT:**

Requesting approval of a Proposal received for the County of Blair, through RBA Professional Data Systems, for the purchase of subscription software by Artic Wolf Networks for Security Operations Center (SOC)-as-a-service software, in the monthly amount of \$4,070.85 (annual amount of \$48,850.20) with a one-time fee of \$3,028.17.

## **13. ADJOURN**

**BUSINESS SESSION: TUESDAY, FEBRUARY 26, 2019, 10:00 A.M.:**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, New Addition.

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

Members Absent: County Administrator Schmitt.

Others Present: Cris Fredrickson (EMA/911), Chris Cook (Albert Michaels Conservation), Sarah Chuff and Jenn Sleppy (Finance), Don Weakland (IT), Astride McLanahan (Hollidaysburg Citizen), A.C. Stickel (Controller), James Ott (Sheriff), Rocky Greenland (Public Works), Janice Meadows (Court Administration), Kay Stephens (Altoona Mirror), Bruce Kelley (City of Altoona), Cristi Waltz (East Freedom Citizen), Jane Sheffield (Allegheny Ridge Corporation) 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 - TUESDAY, FEBRUARY 19<sup>TH</sup> AND THURSDAY, FEBRUARY 21<sup>ST</sup> RECONVENED MEETING:**

Commissioner Erb called for corrections or changes to the minutes of February 19<sup>th</sup>. **There were no corrections or changes noted.**

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

**PUBLIC COMMENT:**

Commissioner Erb called for public comment.

Mrs. Cristi Waltz (East Freedom Resident), Mrs. Astride McLanahan (Hollidaysburg Resident), and Ms. Jane Sheffield (Allegheny Ridge Corporation) shared words in support of Commissioner Tomassetti's request to submit a grant application to the Pennsylvania Historic and Museum Commission. Ms. Sheffield also read a letter of support written and submitted by Jared Fredrick (Blair County Historian and Author) who was unable to attend today's meeting.

Mrs. Waltz offered to volunteer and organize a fundraiser in support of the Courthouse Restoration Project and offered a \$5,000.00 donation from her and her husband.

Mrs. McLanahan stated that it would be a horrible thing to let the grant money go down the drain, and stated that there are ways to move monies around in a budget.

Mrs. Sheffield cautioned that political winds change and state funded grants might not be available in future years that would give the opportunity for up to \$100,000.00, towards a restoration project.

Mr. Fredrick's letter stated that the courthouse is the civic heart of our county and the citizens should be inspired every time they walk past or set foot in its halls.

Mrs. Waltz, Mrs. McLanahan, Mrs. Sheffield and Mr. Fredrick strongly urged the Board of Commissioners to come together in agreement to submit the grant application to continue the restoration work in the historic 1906 courtroom.

**UPCOMING MEETINGS:**

Wednesday, February 27, 2019

Thursday, February 28, 2019	8:30 a.m.	Blair County Planning Commission (Altoona Water Authority)
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Wednesday, March 6, 2019

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Monday, March 11, 2019	6:00 p.m.	Airport Authority (Blair County Airport)
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**COMMISSIONERS COMMENTS:**

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

**PROCLAMATION:**

In Honor of Mrs. Helen Umbower’s 104<sup>th</sup> Birthday.

Commissioner Erb requested adoption of the following proclamation in honor of Mrs. Helen Umbower’s 104<sup>th</sup> Birthday:

**Whereas,** Helen Umbower is a lifelong Blair County Resident, born in Bellwood on February 21, 1915, and

**Whereas,** Helen Umbower had been offered a scholarship to attend Indiana University upon graduation from Bellwood High School, she never told her parents of the scholarship offer, and instead married the love of her life, Odie (Ortho), on August 29, 1933 at the young age of 18; and

**Whereas,** Helen and Odie (Ortho) Umbower had one son, Carl and lived in Altoona for many decades; and

**Whereas,** Helen Umbower worked at Kress’s in downtown Altoona and attended Wesley Church for many years and taught Vacation Bible School; and

**Whereas,** Helen Umbower loved flowers and enjoyed growing flowers such as 5,000 Gladiolus, African Violets and Dahlia’s, she and Odie always raised the spirits of those passing by their home with the beautiful displays of color so open for everyone to see; and

**Whereas,** Helen and Odie Umbower shared these flowers through a ministry of love and inspiration with nursing homes, churches, hospitals and garden clubs; and

**Whereas,** Helen Umbower’s optimism, integrity, kindness and generosity have made her a beloved inspiration to all who meet her; and

**Now, Therefore, Be It Proclaimed,** We, the Blair County Board of Commissioners on behalf of the citizens of Blair County, take this opportunity to wish Helen Umbower a very **Happy and Joyous 104<sup>TH</sup> Birthday!**

**Attest:**

**Blair County Board of Commissioners:**

\_\_\_\_\_  
Bruce R. Erb, Chairman

\_\_\_\_\_  
Terry Tomassetti, Vice-Chairman

\_\_\_\_\_  
Helen P. Schmitt, County Administrator  
February 21, 2019

\_\_\_\_\_  
Ted Beam, Jr., Secretary

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt the Proclamation.

**CONSENT AGENDA:**

**Resolution 79-2019:**

- a. Payment of three (3) Warrant Lists dated February 25, 2019, in the amounts of \$420,769.33, \$236,701.10, and \$56,384.68 which includes payment of the following invoices:
  - **UPMC Altoona**, in the total amount of \$22,752.78.
  - **2017 Project Fund/Bond/911/EMA 2019 F350 Truck: ComPros**, in the total amount of \$315.23, for installation/programing/mobile power cable/radio.

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- d. **Employment:** Sandra A. Wharton, FT, Caseworker 1, CYF, \$30,381.00/yr., effective 02/25/19; Edward C. Alequin and Revel B. Southwell, PT, Fill-In, Correction Officers, Prison, \$15.08/hr., effective 02/25/19; Michael P. Rupp, PT, Probation Officer Support, APO, \$10.30/hr., effective 02/25/19; Justin C. Means, James W. Frantz, Devin M. Hodge, and Ashley M. Marconi from PT, Fill-In, Correction Officers, Prison, \$15.08/hr., to FT, Correction Officers, Prison, \$19.54/hr., effective 02/18/19; Matthew A. Anders, Nicholas D. Moffitt, Eric W. Dostal, from PT, Fill-In, Correction Officers, Prison, \$15.08/hr., to FT, Correction Officers, Prison, \$19.54/hr., effective 02/25/19; Chad R. Murray, from FT, Corrections Officer, Prison, \$19.54/hr., to FT, Sergeant, Prison, \$21.85/hr., effective 02/25/19.
- e. **Resignations:** Melanie R. Boland, FT, Community Development Grants, Social Services, \$28,045.16/yr., effective 02/20/19.

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

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 79-2019.

**UNEFINISHED BUSINESS:**

**Adoption of Resolutions:**

None

**OLD BUSINESS:**

**1875 Courtroom and Lawyer’s Lobby Furnishings:**

Continued discussion and summary for completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge’s bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

**There was no discussion presented.**

**1906 Exterior Window Restoration:**

Discussion concerning amending the contract to include mansard roof repair work and the protection of the stained glass windows.

**There was no discussion presented.**

**Pennsylvania Historic and Museum Commission (PHMC):**

Grant considerations.

Commissioner Tomassetti once again asked fellow Commissioner’s Erb and Beam to consider voting in favor of the submission of a PHMC grant application for the ceiling restoration in the historic 1906 Courtroom. He stated that should the grant application be submitted and funds awarded the ceiling restoration work that has an approximate 12 weeks completion timeframe could be finished by the end of this year. The grant application submission deadline is Friday, March 1<sup>st</sup>.

Commissioner Tomassetti proposed using some of the following funding source balances towards the required 50% county match:

<b>FUNDING SOURCE</b>	<b>BALANCES</b>
PHMC Reimbursement (going back into General Fund)	\$ 80,000.00
Marcellus Shale (Unconventional Well)	\$ 47,000.00
2019 Budgeted General Fund Contingency	\$ 573,000.00
2018 Projected Uncommitted General Fund	\$4,600,000.00

Discussion followed.

Both Commissioner’s Erb and Beam agreed that they cannot support submitting the PHMC grant application this year as they are not comfortable using the suggested sources of funds required to match the potential grant award.

Commissioner Tomassetti stated his disappointment to his fellow commissioner’s of their decision.

**NEW BUSINESS:**

**Department of Emergency Services:**

Cris Fredrickson requested approval for the submission of the FFY 2019 Emergency Management Performance Grant (EMPG) Application to the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$102,203.35, to supplement the salaries of emergency management personnel who perform essential emergency management functions for the period of October 1, 2018 through September 30, 2019. (Said application will include, where applicable, an affirmative action annual report, request for new positions, and election of merit system and delegation of signature authority.)

Mrs. Fredrickson stated that this is an annual submission with a due date of February 28, 2019. The grant provides reimbursement for up to half of the salary and benefits of the Emergency Management Coordinator, Operations and Training Officer and the Administrative Assistant. She stated that the amount of expenses eligible for reimbursement is lower in 2019 than 2018, therefore, the application for 2019 is lower than 2018.

Discussion followed.

**Resolution 80-2019:** A resolution approving submission of the FFY 2019 Emergency Management Performance Grant (EMPG) Application to the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$102,203.35, to supplement the salaries of emergency management personnel who perform essential emergency management functions for the period of October 1, 2018 through September 30, 2019. (Said application will include, where applicable, an affirmative action annual report, request for new positions, and election of merit system and delegation of signature authority.)

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 80-2019.

**Sheriff's Office:**

Sheriff Jim Ott requested approval to renew a software maintenance agreement between the County of Blair, Blair County Sheriff's Office and Automated Card Systems (ACS), in the amount of \$686.00, for the SMA-ID-Work Photo ID Card Machine, for the period of March 1, 2019 through February 29, 2020.

Sheriff Ott stated that this is an annual renewal agreement, the amount of \$686.00 does reflect an increase of \$45.00 from 2018, which has been included in his 2019 budget and that the agreement has been reviewed by the county solicitor.

Discussion followed.

**Resolution 81-2019:** A resolution approving a renewal software maintenance agreement between the County of Blair, Blair County Sheriff's Office and Automated Card Systems (ACS), in the amount of \$686.00, for the SMA-ID-Work Photo ID Card Machine, for the period of March 1, 2019 through February 29, 2020.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 81-2019.

**HVAC and Interior Alterations Project:**

Commissioner Tomassetti requested approval of Change Order #5 to the contract between the County of Blair and Kretina Builders, Inc., (General Contractor) decreasing the contract by the amount of \$90,500.00, deleting all applicable labor and material listed in Add Alternate #1 (to furnish millwork for Judge's Bench, Witness Stand).

Discussion followed.

**Resolution 82-2019:** A resolution approving Change Order #5 to the contract between the County of Blair and Kretina Builders, Inc., (General Contractor) decreasing the contract by the amount of \$90,500.00, deleting all applicable labor and material listed in Add Alternate #1 (to furnish millwork for Judge's Bench, Witness Stand).

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 82-2019.

**Lease of Fort Roberdeau Farmland:**

Assistant County Administrator Hemminger requested acceptance of bids received for the lease of approximately 145 acres of land located in Tyrone Township adjacent to Fort Roberdeau.

Mrs. Hemminger stated that an advertisement for invitation to bid for the lease of approximately 145 acres of land located in Tyrone Township adjacent to Fort Roberdeau was publicized and two (2) bids were received as follows:

COMPANY	TOTAL BID	CONTRACTS SIGNED
Kulp Family Dairy LLC 1691 Millerstown Road Martinsburg, PA 16662	\$31,200.00	Yes
Robert Black 4935 Kettle Road Altoona, PA 16601	\$32,625.00	Yes

Mrs. Hemminger stated that the county solicitor needs to review the bids to make certain that all of the required specifications have been met, therefore, she recommended that the board accept the bids received for review, award and rejection within thirty (30) days of bid opening.

Discussion followed.

**Resolution 83-2019:** A resolution accepting the following bids received for the lease of approximately 145 acres of farmland located in Tyrone Township adjacent to Fort Roberdeau for review, award or rejection within thirty (30) days of bid opening.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 83-2019.

**Blair County IT:**

Don Weakland requested approval of a Proposal received for the County of Blair, through RBA Professional Data Systems, for the purchase of subscription software by Artic Wolf Networks for Security Operations Center (SOC)-as-a-service software, in the monthly amount of \$4,070.85 (annual amount of \$48,850.20) with a one-time fee of \$3,028.17.

Mr. Weakland stated that the software provides multiple information technology security focused services including real-time threat monitoring, proactive threat discovery that would be specific to the county's individual environment, notifications in the event of a finding and incident response assistance. He stated that the agreement would be between the County of Blair and Arctic Wolf Networks with RBA acting as the product reseller to realize an almost \$20,000.00, savings over the direct costs with Arctic Wolf. The agreement will be month-to-month. Solicitor Karn has reviewed the agreement.

Discussion followed.

**Resolution 84-2019:** A resolution approving a Proposal received for the County of Blair, through RBA Professional Data Systems, for the purchase of subscription software by Artic Wolf Networks for Security Operations Center (SOC)-as-a-service software, in the monthly amount of \$4,070.85 (annual amount of \$48,850.20) with a one-time fee of \$3,028.17.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 84-2019.

**ADJOURN:**

Meeting Adjourned,

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Nicole Hemminger, Assistant County Administrator