

WORK SESSION: TUESDAY, NOVEMBER 29, 2022, 10:00 A.M.

Location: Commissioners 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 that 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:

AC Stickel (Controller), Cris Fredrickson (EMA/911E), Sue St Martin (Tax Claim), Jim Pooler (Public Works/Building Maintenance), Anita Terchanik (Register & Recorder), Chris Tatar (Sheriff's Office), Katherine Swigart and Melena Koegler (Human Resources), Rebecca Robinson (Purchasing), Brandon Meck and Lindsay Dempsie (Finance), Theresa Rudy, Jim Hudack and Tricia Maceno (Social Services), Molly Wink (Juvenile Probation), DeAnna Heichel (Assessment), Nicole Smith (Court Administration), Sherry Socie (Planning Commission) and Melissa Harpster (Commissioners Office).

Upcoming Meetings:

Wednesday, Nov. 30, 2022

Thursday, Dec. 1, 2022	8:30 a.m.	*Park & Recreation Advisory Bd. (Commissioners Mtg. Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Room)
	11:30 a.m.	Social Services Advisory Bd. Mtg. (Blair HealthChoices)
	6:30 p.m.	Fort Roberdeau Association Mtg. (White Oak Hall)

Friday, Dec. 2, 2022

Monday, Dec. 5, 2022

Tuesday, Dec. 6, 2022	10:00 a.m.	*Commissioners Work Session (Commissioners Mtg. Room)
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Approval of Meeting Minutes – Special Meeting of 11/03/22:

Commissioner Erb called for corrections or changes to the minutes of the Special Meeting of 11/03/22 to set the salaries of Elected Officials from 2026-2029. **There were no corrections or changes noted.**

Public Comment:

Commissioner Erb called for public comment. **There were no comments noted.**

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

Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster stated that several concerned voters are asking for a judicial order to have a hand count completed of the ballots from the Altoona's 2nd Ward 1st precinct. She stated that the voters are not asking for the hand count due to fraud, but feel there is a potential for error in the machine-counted voting system. She stated that she hopes for a satisfactory resolve in this matter.

Commissioners Burke and Erb had no comments for today.

Consent Agenda:

Resolution #477-2022:

a. Payment of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/29/2022	221129SS	\$ 8,010.60
11/29/2022	221129cy	\$323,635.78
11/29/2022	221129ww	\$557,357.56

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$418,604.00.

b. Ratification of the following eight-8 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/22/2022	221122WW	\$73,802.98
11/22/2022	221122FP	\$ 837.00
11/21/2022	221121FS	\$ 1,242.17
11/15/2022	221115FS	\$ 5,492.53
11/17/2022	221117HR	\$15,608.49
11/14/2022	221114RF	\$ 173.32
11/10/2022	221109WT	\$ 780.00
11/10/2022	221110HR	\$17,909.87

Which include payment of the following invoices:

- UPMC Altoona, in the total amount of \$87,379.91.
- Blair Community Action Agency, in the total amount of \$55,058.65.

c. Ratification of Total Payroll for the Check Dated November 17, 2022, in the total amount of \$902,204.30.

d. **Bridge #82/Frankstown Branch Superstructure Replacement Project:** Requesting approval of ECMS submission Invoice #9, Part 3, Construction Services, in the total amount of \$2,727.71, received from Keller Engineers. Expenses are 100% reimbursable through the Road Map Fund.

e. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:** Requesting approval of ECMS submission Invoice #1, Part 7, Construction Services, received from Keller Engineers, in the total amount of \$1,455.11. Expenses are 100% reimbursable through the Road Map Fund.

f. **Bridge #67/West Loop Road Replacement Project:** Requesting approval of ECMS submission, Invoice #8, Part 3, Construction Services, in the total amount of \$1,098.97, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

g. **Bridge #82/Frankstown Branch Superstructure Replacement Project:** Requesting approval of ECMS submission Invoice #8, Part 3, Construction Services, in the total amount of \$1,008.44, Invoice #7, Part 4, Construction Inspection, in the total amount of \$20,182.85, received from Keller Engineers. Expenses are 100% reimbursable through the Road Map Fund.

h. **Bridge #67/West Loop Road Replacement Project:** Requesting approval of ECMS submission, Invoice #7, Part 3, Construction Services, in the total amount of \$625.05, Invoice #5, Part 4, Construction Inspection, in the total amount of \$18,198.03, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

i. **2022 Budget Transfer:** Legal fees received from McNees Wallace for the month of October 2022.

From	\$	To
01101GCO-44080 General County Operations	\$2040.00	01160ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$1260.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$2400.00	01209PO-44080 Prison
01101GCO-44080 General County Operations	\$1449.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$ 270.00	01160JB-44080 Judge Bernard
01101GCO-44080 General County Operations	\$ 330.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$1680.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1320.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$ 382.50	01202-44080 Juvenile Probation
01101GCO-44080 General County Operations	\$ 360.00	1101-44080 Commissioners
01101GCO-44080 General County Operations	\$3405.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$1305.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$ 450.00	01101-44080 Commissioners
01101GCO-44080 General County	\$ 120.00	01103CS-44080 Public Works/Facilities/Custodial Services
01101GCO-44080 General County Operations	\$ 592.50	44122-44080 Public Safety – 911
01101GCO-44080 General County Operations	\$ 322.50	01151-44080 Sheriff

j. **2022 Budget Transfer:** To cover Insurance Deductibles.

From	\$	To
01101GCO-44960 General County Operations	\$19,700.00	01209PO-44960 Prison

k. **Employment:** Virginia K. Christy, FT, Mental Health Program Specialist, Social Services, \$32,723.60/yr., effective 11/28/22; Mindy N. Hostler, FT, Fiscal Operations Officer, CYF, \$49,613.72/yr., effective 11/28/22; Catherine A. Livingston, FT, Clerk Typist I – Receptionist, CYF, \$20,456.00/yr., effective 11/28/22; Tricia K. Maceno, FT, Director, Social Services, \$61,592.70/yr., effective 11/28/22; Nicole Halerz, From, FT, Telecommunicator Trainee, 911 Center, \$13.88/hr., To, FT, Telecommunicator, 911 Center, \$16.30/hr., effective 11/12/22; Francis M. Rocus, From FT, Truck Driver, Public Works/Highway, \$20.56/hr., To, FT, Maintenance Technician/Equipment Operator, Public Works/Highway, \$20.56/hr., effective 11/17/22; Renee L. Mahalko, From, PT, Courtroom Clerk (999), Prothonotary, \$12.16/hr., To, PT, Receptionist/Clerk (1500), Prothonotary, \$11.03/hr., effective 11/28/22; and Amy J. Myers, From, FT, Telecommunicator Trainee, 911 Center, \$13.88/hr., To, FT, Fiscal Specialist, Social Services, \$15.52/hr., effective 11/28/22.

1. **Resignations:** Patricia L. Flanagan, Karen K. Morrow, Samuel R. Williams, FT, Temporary, Department Assistant, Elections, \$10.50/per hr., effective 11/09/22; Donna L. Benson, Kathy E. Culp, Karla S. Jackson, Rachel M. Korman, Richard E. Merritts, Sharon L. Merritts, and Ann C. Vellone, FT, Temporary, Department Assistant, Elections, \$10.50/per hr., effective 11/10/22.

Commissioner Burke noted her abstention on the payment of invoices to Blair Senior Services due to a conflict of interest.

Commissioner Erb noted his abstention on the payment of invoices to UPMC Altoona and Blair Community Action Agency due to conflicts of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 477-2022 with the abstentions as noted.

Staff Reports & Special Business:

Adoption of LERTA Ordinance 2-2022:

ORDINANCE OF THE COUNTY OF BLAIR PURSUANT TO THE LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE ACT AND THE IMPROVEMENT OF DETERIORATING REAL PROPERTY OR AREAS OF TAX EXEMPTION ACT ESTABLISHING TAX EXEMPTIONS FOR REAL PROPERTY LOCATED WITHIN DETERIORATED AREAS OF THE COUNTY OF BLAIR DESIGNATED BY LOCAL MUNICIPALITIES; AND PROVIDING FOR THE IMPLEMENTATION THEREOF, INCLUDING THE CONTINGENCY OF ADOPTION OF CONCURRENT LEGISLATION BY OTHER AFFECTED TAXING BODIES.

Chief Clerk Hemminger stated that the proposed LERTA Ordinance was advertised in the newspaper and is ready for adoption should the board wish to do so. She stated that the ordinance would terminate ten (10) years after the effective date of January 1, 2023.

Discussion followed.

ORDINANCE 2-2022

ORDINANCE OF THE COUNTY OF BLAIR, PENNSYLVANIA, PURSUANT TO THE LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE ACT AND THE IMPROVEMENT OF DETERIORATING REAL PROPERTY OR AREAS OF TAX EXEMPTION ACT ESTABLISHING TAX EXEMPTIONS FOR REAL PROPERTY LOCATED WITHIN DETERIORATED AREAS OF THE COUNTY DESIGNATED BY LOCAL MUNICIPALITIES; AND PROVIDING FOR THE IMPLEMENTATION THEREOF, INCLUDING THE CONTINGENCY OF ADOPTION OF CONCURRENT LEGISLATION BY OTHER AFFECTED TAXING BODIES

WHEREAS, the County of Blair has expressed its support for a tax exemption program pursuant to the Local Economic Revitalization Tax Assistance Act, Act No. 76 of December 1, 1977, P.L.237, 72 P.S. §4722 (hereinafter “LERTA”) and pursuant to the Improvement of Deteriorating Real Property or Areas of Tax Exemption Act, Act No. 34 of July 9, 1971, P.L. 206, 72 P.S. §4711-101 (hereinafter “RLERTA”); and

WHEREAS, there are certain deteriorated areas, as that term is defined by the aforesaid statutes, existing within the County; and

WHEREAS, the Board of Commissioners of Blair County believes that it is in the best interest of the County to provide tax incentives for the rehabilitation and development of qualified business property and qualified dwelling units, thereby encouraging revitalization and development of these areas to the benefit of all concerned.

NOW, THEREFORE, BE IT ORDAINED by the County of Blair, Pennsylvania, as follows:

SECTION 1. DEFINITIONS

For the purposes of this Ordinance, the following words and phrases shall have the meaning set forth below:

A. Deteriorated area and/or neighborhood means and area within the corporate limits of the County which, by action of the governing municipality and pursuant to public hearing, has been determined to meet one or more criteria for the designation of such areas as set forth in LERTA and RLERTA.

B. Under LERTA, business property means an industrial, commercial or other business property owned by an individual, association or corporation and shall include, but not be limited to, any portion of a property utilized for industrial, commercial or other business use; business property may include all or a portion of a property utilized as dwelling units and/or commercial use, as more particularly defined by the appropriate municipality; it may also include vacant land within a designated deteriorated area, but not land principally utilized as surface parking facilities.

C. Under LERTA, deteriorated business property means any business property located in a deteriorated area, or any such property which has been the subject of an order by a government agency requiring the unit to be vacated, condemned or demolished by reason of noncompliance with laws, ordinances or regulations.

D. Under LERTA, business improvement means repair, new construction or reconstruction of any deteriorated business property, including alterations and additions, having the effect of rehabilitating a deteriorated business property so that it becomes habitable or attains higher standards of health, economic use or amenity, or is brought into compliance with laws, ordinances or regulations governing such standards; provided, however, that ordinary upkeep and maintenance shall not be deemed a business improvement; new construction or erection of a structure as business property upon vacant land within a designated deteriorated area shall be deemed a business improvement.

E. Under RLERTA, dwelling unit means a house, double house or duplex, townhouse or row house, apartment, or any building intended for occupancy as living quarters by an individual, a family or families or other groups of persons, which living quarters contain a kitchen or cooking equipment for the exclusive use of the occupant or occupants.

F. Under RLERTA, a deteriorated residential property means a dwelling unit located in a deteriorated neighborhood, as hereinafter provided, or a dwelling unit which has been or upon request is certified by a health, housing or building inspection agency as unfit for human habitation for rent withholding, or other health or welfare purposes, or has been the subject of an order by such an agency requiring the unit to be vacated, condemned or demolished by reason of noncompliance with laws, ordinances or regulations.

G. Under RLERTA, residential improvement means repair, construction or reconstruction, including alterations and additions, having the effect of rehabilitating a structure so that it becomes habitable or attains higher standards of housing safety, health or amenity, or is brought into compliance with laws, ordinances or regulations governing housing standards; ordinary upkeep and maintenance shall not be deemed an improvement.

H. Under RLERTA, residential construction means the building or erection of dwelling units, as defined above, upon vacant land or land specifically prepared to receive such structures.

SECTION 2. EXEMPTION SCHEDULES

A. In each deteriorated area and/or neighborhood so designated as provided for herein, business improvements, residential improvements and residential construction shall be exempted from County real property taxes as further provided for hereinafter, in accordance with the following schedule and related conditions.

- 1) For the remainder of the year the improvement is completed and otherwise taxable and the first complete fiscal year thereafter, one hundred (100%) percent of the eligible assessment shall be exempt;
- 2) For the second complete fiscal year eighty (80%) percent;
- 3) For the third complete fiscal year sixty (60%) percent;
- 4) For the fourth complete fiscal year forty (40%) percent;
- 5) For the fifth complete fiscal year twenty (20%) percent; and
- 6) After the fifth complete fiscal year, the exemption shall terminate.

B. The exemption from real property taxes granted pursuant to the provisions hereof shall be upon the property exempted and shall not terminate upon the sale or exchange of the property.

C. If an eligible property is granted a tax exemption pursuant to the provisions hereof, the improvements shall not, during the exemption period, be considered as a factor in assessing other properties.

SECTION 3. EXEMPTION AMOUNTS

A. In the case of business improvements and residential improvements exemption from County real property taxes, upon completion, shall be limited to the additional assessment valuation attributable to the actual cost of improvements.

B. In the case of residential construction, exemption from County real property taxes, upon completion, shall be the assessment valuation attributable to the cost of construction of the new dwelling unit.

C. In no case shall any tax exemption be granted pursuant to the provisions hereof if the property owner has not secured or does not secure the necessary and proper zoning, building, health, housing, electrical, plumbing or other required permits prior to initiating the business improvement work.

SECTION 4. APPLICATION PROCEDURES

A. The taxpayer shall apply for the exemption at the time of obtaining a building permit, and shall comply with the procedures established by the City of Altoona.

B. Application to the County shall be made on a form supplied by the City of Altoona, which form shall contain the following information:

- 1) The date the building or alteration permit was issued for said improvements;
- 2) The type of improvements;
- 3) The summary of the plan of the improvement;
- 4) The cost of the improvement;
- 5) That the property has been inspected and verified by the designated municipal official;
- 6) Such additional information as may be required by the Township Board Secretary for the purpose of implementing the provisions hereof.

C. Pursuant to compliance with the procedures specified herein, the City Treasurer shall forward a copy of each exemption request to the Blair County Assessment Office.

D. Upon completion of the business improvement, residential improvement or residential construction, the taxpayer shall provide the City Treasurer and the Blair County Assessment Office with a Certificate of Completion issued by the Uniform Construction Code Inspector, so that the Assessment Office may assess the improvements separately for the purpose of calculating the amount of assessment eligible for tax exemption in accordance with the limits established herein. In the absence of said Certificate, the Blair County Assessment Office may determine the date of completion.

E. The Treasurer of the County shall then obtain from the Blair County Assessment Office the amount of the assessment eligible for exemption and shall notify the taxpayer. The Treasurer of the County is authorized to make refunds, if applicable, only after the Blair County Assessment Office has notified the Treasurer of its separate assessment upon the improvement for which an exemption is requested. Appeals from the reassessment and the amount eligible for the exemption may be taken by the taxpayer as provided by law.

SECTION 5. ELIGIBLE AREAS

A. LERTA. At a joint public hearing held October 25, 2022, a quorum of the Board of Commissioners for the County of Blair, the Council of the City of Altoona and the Board of Directors of the Altoona Area School District determined that the following area qualified and were designated as a deteriorated area under LERTA within their corporate boundaries, and the area is hereby designated as a deteriorated area:

City of Altoona

B. RLERTA. At a joint public hearing held October 25, 2022, a quorum of the Board of Commissioners for the County of Blair, the Council of the City of Altoona and the Board of Directors of the Altoona Area School District that the following area qualified and were designated as a deteriorated area and/or neighborhood under RLERTA within their corporate boundaries, and the area is hereby designated as a deteriorated area:

City of Altoona

SECTION 6. TERMINATION

Unless otherwise repealed or extended by the County, this Ordinance shall terminate ten (10) years after its effective date. Any property tax exemptions granted under the provisions of this Ordinance shall be permitted to continue according to the exemption schedule established pursuant to the provisions hereof, even if this Ordinance expires or is repealed or amended.

SECTION 7. SEVERABILITY

The provisions of this Ordinance are severable and if any of its sections, clauses or sentences shall be held illegal, invalid or unconstitutional, such provisions shall not affect or impair any of the remaining sections, clauses or sentences. It is hereby declared to be the intent of the County that this Ordinance would have been adopted if such illegal, invalid or unconstitutional section, clause or sentence had not been included herein.

SECTION 8. REPEALER

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of the inconsistency.

SECTION 9. CONTINGENCY

Notwithstanding any other provisions for this Ordinance, this Ordinance shall remain in full force and effect conditioned upon City of Altoona and Altoona Area School District; enacting ordinances or resolutions establishing deteriorated areas and providing exemptions. Should they fail to enact or maintain such legislation, this Ordinance shall be considered to be ineffective.

SECTION 10. EFFECTIVE DATE

This Ordinance shall take effect in accordance with the provisions of the law and shall thereafter remain in effect subject to the conditions herein stated, unless repealed, as of January 1, 2023.

ENACATED AND ORDAINED by the County of Blair, Commonwealth of Pennsylvania, at a meeting of the Board of Commissioners held on the 29th day of November 2022.

**BLAIR COUNTY
BOARD OF COMMISSIONERS:**

Bruce R. Erb, Chairman

Laura O. Burke, Vice-Chairman

Attest:

Amy E. Webster, Secretary

Nicole M. Hemminger, Chief Clerk

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Ordinance 2-2022.

Public Works:

Chief Clerk Hemminger requested approval for the submission of 1) a National Pollutant Discharge Elimination System (NPDES) Storm-water Discharges from Small Municipal

Separate Storm Sewer Systems Waiver Application; and 2) a PAG 13 National Pollutant Discharge Elimination Systems (NPDES) General Permit for Storm-water Discharges from Small Municipal Separate Storm Sewer Systems Notice of Intent (NOI) Form to the Commonwealth of Pennsylvania, Department of Environmental Protection (DEP), Bureau of Clean Water.

Discussion followed.

Department of Emergency Services:

- i. Cris Fredrickson requested approval of the FFY 2022 US Department of Homeland Security Emergency Management Performance Grant Agreement (EMPG), by and between the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Emergency Management Agency (PEMA) and the County of Blair, in the total award amount of \$95,977.00, for the term of October 1, 2021 through January 29, 2023, and the performance period of October 1, 2021 through September 30, 2022.

Mrs. Fredrickson stated that the EMPG grant funds will reimburse up to 50% (no more than \$95,977.00) for the wages and benefits of the EMA Director, Operations and Training Coordinator and Administrative Assistant.

Mrs. Fredrickson stated that last year the amount of the grant was \$103,930.00; however, due to not having all three (3) positions filled all year, the county was able to extend the grant period. Not having the Administrative Assistant position filled the full year, in addition to the extension of the prior year's grant period, the county is expecting to receive \$94,159.84.

Discussion followed.

- ii. Cris Fredrickson requested approval of the FFY 2022 US Department of Homeland Security State Homeland Security Grant Program Agreement by and between the Commonwealth of Pennsylvania, acting through the Pennsylvania Emergency Management Agency (PEMA) and the South Central Mountain Regional Counter Terrorism Task Form, in the total award amount of \$454,426.00, for the term period of September 1, 2022 through December 29, 2025, and the performance period of September 1, 2022 through August 31, 2025.

Mrs. Fredrickson stated that awarded funds are intended for the purpose of supporting the identified planning, organization, equipment maintenance, training and exercise needs for acts of terrorism and other catastrophic events.

Discussion followed.

- iii. Requesting approval of an Agreement by and between the County of Blair, Emergency Management Agency (EMA) and the Blair County Planning Commission (BCPC), for Hazard Mitigation Plan Development for 2025, in the amount of \$105,000.00, for the period of August 5, 2022 through August 6, 2025, to be billed as milestones are completed in the development of the plan. Said expenses will be reimbursed through the Hazard Mitigation Plan Grant.

Sherry Socie and Cris Fredrickson asked that the request be moved to a later date to allow time for the Planning Commission's Solicitor to review the agreement.

Court Administration:

- i. Nicole Smith requested approval of a quote received from Thomson Reuters for West ProFlex on WestLaw Edge Platform online access for Judges, Magisterial District Judges, and Law Clerks, at the monthly rate of \$3,422.64, with 5% year-to-year increases, for a period of thirty-six (36) months.

Ms. Smith stated that Thomson Reuters provides the required online access service to the Judges, Magisterial District Justices and Law Clerks. She stated that currently, Thomson Reuters is only offering the following two (2) options for the required service:

- Option 1: West Proflex on WestLaw Edge platform at \$3,422.64/month with 5% year-to-year increases.
- Option 2: WestProflex on WestLaw Precision platform at \$3,638.48/month with 5% year-to-year increases.

Ms. Smith stated that the rate for 2022 was \$3,085.45. She stated that Court Administration did not have this quote when preparing the 2023 budget, therefore approximately \$4,000.00 will need to be found elsewhere within the 2023 budget.

Discussion followed.

- ii. Nicole Smith requested approval to advertise for the Invitation for Bids for the Magisterial District Judges Security Upgrade Project.

Discussion followed.

Resolution 478-2022: Approving authorization to advertise for the Invitation for Bids for the Magisterial District Judges Security Upgrade Project.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 478-2022.

Juvenile Probation:

Molly Wink requested approval of the FY 22/23 Juvenile Court Judges’ Commission (JCJC) Juvenile Probation Grant In-Aid Award, (#G-22-23-7) in the total amount of \$146,839.00, for the period of July 1, 2022 through June 30, 2023.

Ms. Wink stated that the grant is awarded annually and covers for the reimbursement of Juvenile Probation Service salaries for the period 07/01/22 through 06/30/23.

Discussion followed.

Prison:

Nicole Hemminger requested approval of a quote received from Tek84 for an annual service agreement for the Tek84 Intercept Whole Body Scanner, in the total amount of \$8,500.00, for the period of 12/02/2022 to 12/01/2023.

Chief Clerk Hemminger stated that the warranty period of the Tek84 Intercept Whole Body Scanner expires on 12/02/22; therefore, it is necessary to obtain an annual service agreement. The service agreement will cover all repair parts and labor, one (1) preventative maintenance visit, software system review, and one (1) ANSI Regulation required radiation survey. She stated that the expense for this agreement is included in the prisons budget.

Discussion followed.

Social Services:

- i. Theresa Rudy requested approval of two-2 FY 22/23 Referral, Communication and Transfer Agreements and two-2 HIPAA Business Associate Agreements between the County of Blair, Department of Social Services and the agencies listed below for the period of July 1, 2022 through June 30, 2023:

- Alternative Community Resource Programs, Inc. (ACRP)
- LaRocco Counseling, Inc.

Mrs. Rudy stated that the Referral, Communication, and Transfer Agreement(s) plus Business Associate Agreements are with agencies who provide behavioral health treatment programs, including case management, to children, adolescents, and adults. She stated that Solicitor Karn has reviewed the agreements.

Discussion followed.

- ii. Theresa Rudy requested approval of a FY 21/22 Contract Amendment between the County of Blair, and Health, Opportunity, Purpose and Empowerment (HOPE), amending the maximum contract amount from \$50,000.00 to \$65,151.00, based on review of un-audited actual expenditures.

Mrs. Rudy stated that the increase in contract dollars will be used for the HOPE Drop In program. She stated that the Solicitor Karn reviewed the contract amendment.

Discussion followed.

- iii. Jim Hudack requested approval of two-2 Affordable Housing Trust Fund Program Disbursements for the Blair County Sustainable Housing Program as outlined below:

Grant Applicant	Disbursement Amount
Cornerstone Builders & Supplies, Inc.	Up to \$50,000.00 for affordable housing opportunities within Blair County
Jack Levine & Associates LLC, a Werstil Companies Affiliate	Up to \$50,000.00 for affordable housing opportunities within Blair County.

Mr. Hudack stated that the Affordable Housing Trust Fund Advisory Board approved the two (2) grant applications for up to \$50,000.00 to create affordable housing opportunities within Blair County. He stated that the requests fall within the guidelines of the Affordable Housing Trust Fund.

Discussion followed.

- iv. Trina Illig requested approval for the submission of a FY 18 County of Blair (Contract #C000071558) Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:

Blair Township	
Reduce existing activity for Administration from \$16,781.00 to \$6,781.00 for a total decrease of \$10,000.00.	
Increase existing activity for Housing Rehabilitation from \$76,448.00 to \$86,448.00 (including delivery costs) for a total increase of \$10,000.00.	

Discussion followed.

- v. Trina Illig requested approval for the submission of a contract extension request to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED), extending the CARES Act CDBG-CV contract end date from February 2, 2023 to May 31, 2023 (maximum permitted) to provide adequate time to complete existing projects underway.

Mrs. Illig stated that it is anticipated that the CARES Act CDBG-CV funding with the exception of some final expenditures that are being concluded, will be reallocated to the new Family Shelter to cover the overages due to COVID, and to prepare and respond to increased homelessness during the COVID-19 Pandemic.

Discussion followed.

- vi. Trina Illig requested approval for the submission of the following FY 20 and FY 21 Budget Revisions to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED):

FY 2020		
CDBG #C000077647		
Delete Neighborhood Facilities	RAB Tyrone/Snyder Public Library	-\$10,000.00
Increase Housing Rehabilitation	Owner Occupied Tyrone Borough	+\$10,000.00
FY 2021		
CDBG #C000082572		
Reduce Housing Rehabilitation	Owner Occupied Tyrone Borough	-\$26,886.00
Create Clearance & Demolition Activities	Washington Avenue Demolition	+\$26,886.00

Mrs. Illig stated that the Borough of Tyrone authorized the budget revisions during their regular monthly meeting held on 11/14/22. She stated that the county has advertised in the Tyrone Daily Herald, and conducted a public hearing on 11/21/22 at 3 pm to take public comments on the proposed budget revisions.

Discussion followed.

- vii. Theresa Rudy requested approval for submission of the Annual Notification Form for Assisted Outpatient Treatment notifying the Commonwealth of Pennsylvania, Department of Human Services (DHS) that the County of Blair will not provide Assisted Outpatient Treatment (AOT) pursuant to Section 301(c) of the Mental Health Procedures Act (MHPA) for calendar year 2023.

Mrs. Rudy stated that the form is due every year to DHS no later than December 31st.

Discussion followed.

Assessment:

DeAnna Heichel requested approval of an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer, LLC for legal counsel services in assisting with the Blair County 2022 interim appeals and 2023 assessment appeals with respect to value, at the rate of \$165.00 per hour, plus overnight lodging reimbursement when necessary based upon court schedule or to minimize travel time, paid through the Blair County Assessment Office General Fund Budget, effective immediately and terminating on 12/31/2023 or sooner if all court appeals filed in 2022 for the 2023 assessment year have concluded.

Ms. Heichel stated that this is an annual request for legal counsel services to assist with the interim appeals and assessment appeals with respect to value. She stated that Solicitor Karn has reviewed the agreement.

Discussion followed.

Register & Recorder's Office:

- i. Anita Terchanik requested approval of a Safe Deposit Box Lease dated November 30, 2020, between the County of Blair, Blair County Register of Wills and Recorder of Deeds Office, and First National Bank of Pennsylvania, for a Safe Deposit Box Lease, in

the amount of \$35.00 per year, and continuing on an annual basis thereafter until terminated; and authorization for Anita L. Terchanik, Register/Recorder and Lisa L. Logan, First Deputy to execute said lease documents on behalf of the County of Blair.

Mrs. Terchanik stated that the safe deposit box is used as off sight storage for server backup tapes of the Register and Recorders Office daily operations. She stated that Assistant County Solicitor Muriceak has reviewed the agreement.

Discussion followed.

- ii. Anita Terchanik requested approval of a quote received from Doing Better Business (DBB), in the total amount of \$9,995.00 for the purchase of one (1) Ricoh MP 6700 Wide Format System Copier; and a Maintenance Agreement, in the annual amount of \$1,080.00.

Discussion followed.

Resolution 479-2022: Approving a quote received from Doing Better Business (DBB), in the total amount of \$9,995.00 for the purchase of one (1) Ricoh MP 6700 Wide Format System Copier; and a Maintenance Agreement, in the annual amount of \$1,080.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 479-2022.

Human Resources:

- i. Katherine Swigart requested approval of a Side Letter of Agreement between the County of Blair and SEIU Local 668, Highway/Maintenance effective the date of the public meeting between SEIU Local 668, representing union-eligible employees of Highway/Maintenance and County of Blair for one (1) time, not-to-base-wages payments as noted in said agreement.

Discussion followed.

Resolution 480-2022: Approving a Side Letter of Agreement between the County of Blair and SEIU Local 668, Highway/Maintenance effective the date of the public meeting between SEIU Local 668, representing union-eligible employees of Highway/Maintenance and County of Blair for one (1) time, not-to-base-wages payments as noted in said agreement.

Motion by Commissioner Erb, seconded by Commissioner Burke, nay by Commissioner Webster. Motion passed two-to-one to adopt Resolution 480-2022.

- ii. Katherine Swigart requested approval of a Side Letter of Agreement between the County of Blair and SEIU Local 668, PSSU Court Related Professionals, Assistant District Attorney's and Assistant Public Defender's effective the date of the public meeting for one (1) time, not-to-base-wages payments as noted in said agreement.

Discussion followed.

Resolution 481-2022: Approving a Side Letter of Agreement between the County of Blair and SEIU Local 668, PSSU Court Related Professionals, Assistant District Attorney's and Assistant Public Defender's effective the date of the public meeting for one (1) time, not-to-base-wages payments as noted in said agreement.

Motion by Commissioner Erb, seconded by Commissioner Burke, nay by Commissioner Webster. Motion passed two-to-one to adopt Resolution 481-2022.

- iii. Katherine Swigart requested approval of a Side Letter between the County of Blair and United Mine Workers of America (UMWA) Court Related Unit, effective the date of the public meeting for one (1) time, not-to-base-wages payments as noted in said agreement.

Discussion followed.

Resolution 482-2022: Approving a Side Letter between the County of Blair and United Mine Workers of America (UMWA) Court Related Unit, effective the date of the public meeting for one (1) time, not-to-base-wages payments as noted in said agreement.

Motion by Commissioner Erb, seconded by Commissioner Burke, nay by Commissioner Webster. Motion passed two-to-one to adopt Resolution 482-2022.

- iv. Katherine Swigart requested approval of a Side Letter of Agreement between the County of Blair and United Mine Workers of America (UMWA) Residual Unit, effective the date of the public meeting for one (1) time, not-to-base-wages payments as noted in said agreement.

Discussion followed.

Resolution 483-2022: Approving a Side Letter of Agreement between the County of Blair and United Mine Workers of America (UMWA) Residual Unit, effective the date of the public meeting for one (1) time, not-to-base-wages payments as noted in said agreement.

Motion by Commissioner Erb, seconded by Commissioner Burke, nay by Commissioner Webster. Motion passed two-to-one to adopt Resolution 483-2022.

- v. Katherine Swigart requested approval of a Side Letter of Agreement between the County of Blair and United Mine Workers of America (UMWA) Residual Unit, effective the date of the labor contract's ratification on March 3, 2022 for one (1) time, not-to-base-wages payments as noted in said agreement.

Discussion followed.

Resolution 484-2022: Approving a Side Letter of Agreement between the County of Blair and United Mine Workers of America (UMWA) Residual Unit, effective the date of the labor contract's ratification on March 3, 2022 for one (1) time, not-to-base-wages payments as noted in said agreement.

Motion by Commissioner Erb, seconded by Commissioner Burke, nay by Commissioner Webster. Motion passed two-to-one to adopt Resolution 484-2022.

- vi. Katherine Swigart requested approval of a Side Letter of Agreement between the County of Blair and the Pennsylvania Social Services Union, SEIU Local 668, representing union-eligible employees of Children, Youth and Families, effective the date of the public meeting in order to 1) put existing personnel "onto scale" 2) increase starting wage for Caseworker I or Caseworker II to \$17.12/per hr., from existing \$16.06/per hr., and 3) implement recruitment incentives as within said agreement. Recruitment incentives will terminate effective December 31, 2023.

Discussion followed.

Resolution 485-2022: Approving a Side Letter of Agreement between the County of Blair and the Pennsylvania Social Services Union, SEIU Local 668, representing union-eligible employees of Children, Youth and Families, effective the date of the public meeting in order to 1) put existing personnel "onto scale" 2) increase starting wage for Caseworker I or Caseworker II to \$17.12/per hr., from existing \$16.06/per hr., and 3) implement recruitment incentives as within said agreement. Recruitment incentives will terminate effective December 31, 2023.

Motion by Commissioner Burke, seconded by Commissioner Erb and unanimously approved to adopt Resolution 485-2022.

Finance:

Lindsay Dempsie requested approval for the preparation and submission of an application to the US Department of Treasury for the Local Assistance and Tribal Consistency Fund (LATCF), in the total amount of \$100,000.00 for FY 22 and 23.

Ms. Dempsie stated that if awarded the county would receive \$50,000.00 for FY 22 and \$50,000.00 for FY 23.

Discussion followed.

Controller:

Commissioner Erb requested approval of an Amendment to the Agreement dated October 24, 1997, by and between the County of Blair and the Altoona Area School District, for the collection of county real estate taxes, amending the term from January 1, 2023 thru December 31, 2027, and amending the commission rate to \$1.75 per tax bill collected with the county reimbursing the District for printing and postage of annual Final Notice Letters at an amount not to exceed \$1,900.00. All other provisions of said agreement shall remain in force and effect.

Discussion followed.

Tax Claim:

Sue St Martin requested approval to discharge taxes on behalf of the County of Blair on two (2) mobile homes (listed below) in order for permits to be obtained by for the demolition of the two (2) mobile homes. Proof of salvage upon removal and demolition shall be provided to the Tax Claim Bureau by Roland Black:

1. 130 James Rd (Ackerman) balance due of \$700.77
2. 204 Temple Ln (Brumbaugh) balance due of \$517.57

Discussion followed.

Information Technology:

Don Weakland requested approval of seven (7) Purchase Orders under the Master Lease Agreement between the County of Blair and Doing Better Business for the lease of the following copiers/equipment:

DEPARTMENT	EQUIPMENT	60 MONTH LEASE AMOUNT
Prison	Ricoh Greenline MP 6503 B/W MFP Copy, Print, Scan 65 pages per minute, \$0.0049 per excess page, includes 14,000 b/w pages monthly; and	\$155.10
	Ricoh IM C3000 Color MFP Copy, Print, Scan, Fax 30 pages per minute, HP LaserJet Managed E60155dn Printer, \$0.008 per excess b/w page, \$0.048 per excess color page, includes 9,000 b/w pages and 500 color pages monthly.	\$205.00
Veterans' Affairs	Ricoh IM 550F B/W Desktop MFP Copy, Print, Scan, Fax \$0.0085 per excess page, includes 2,500 b/w pages monthly.	\$80.35
Treasurer	Ricoh IM 4000 B/W MFP Copy, Print, Scan, Fax \$0.0049 per excess page, includes 10,000 b/w pages monthly.	\$178.91
CYF	Ricoh IM 7000 B/W MFP Copy, Print, Scan \$0.0045 per excess page, includes 20,000 pages monthly.	\$278.10
Prothonotary	Ricoh IM 6000 B/W MFP Copy, Print, Scan \$0.0049 per excess page, includes 10,000 pages monthly.	\$190.75
APO	Ricoh IM 4000 B/W MFP Copy, Print, Scan, Fax \$0.007 per b/w excess page; and Ricoh IM C2500 Color MFP Copy, Print Scan \$0.065 per color excess page, includes 15,000 b/w pages and 400 color pages monthly.	\$397.37
Assessment	Ricoh IM C4500 Color MFP Copy, Print, Scan Fax \$0.0049 per b/w excess page, \$0.045 per color excess page, includes 5,000 b/w pages and 150 color pages monthly.	\$154.69

Discussion followed.

Resolution 486-2022: Approving seven (7) Purchase Orders under the Master Lease Agreement between the County of Blair and Doing Better Business for the lease of copiers/equipment.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 486-2022.

Park and Recreation Advisory Board:

Melissa Harpster requested approval of a quote received from Jack White Signs, in the total amount of \$1,500.00, for one (1) 4' x 8', alumilite and treated lumber sign for Valley View Park.

Mrs. Harpster stated that Joe Keller solicited seven (7) quotes for a sign for Valley View Park, however, the only quote received was from Jack White Signs, in the total amount of \$1,500.00. She stated that the Park and Recreation Advisory Board approved recommending that the Board of Commissioners accept the quote received from Jack White Signs. Solicitor Karn reviewed the quote.

Discussion followed.

Old Business

Children, Youth and Families:

Nicole Hemminger requested approval of a Consulting Services Addendum to the Child Accounting and Profile System Application Service Provider Agreement, dated as of July 1, 2022, by and between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, for consultant time invoiced at the hourly rates listed below:

Category	Hourly Rate
Research Analyst	\$ 54.50
Junior Programmer	\$ 65.40
Junior Programmer Analyst	\$ 73.00
Programmer Analyst	\$ 76.20
Senior Programmer Analyst	\$ 78.70
Developer	\$ 92.50

Senior Developer	\$111.20
Project Director	\$125.00
A not-to-exceed value of \$20,000.00 for all Consulting Services has been assigned by Client. This value can be adjusted at any time during the term with written confirmation from the Client. Larger projects, Avanco will prepare a separate bid for the specific project under this Addendum.	

Chief Clerk Hemminger stated that Solicitor Karn reviewed the agreement and requested that the board consider approving the agreement.

Resolution 487-2022: Approving a Consulting Services Addendum to the Child Accounting and Profile System Application Service Provider Agreement, dated as of July 1, 2022, by and between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 487-2022.

Sheriff’s Office:

Requesting approval of a quote received from Splish Splash Car Wash for car wash services to the Blair County Sheriff’s Office at the following rates:

Ceramic Wash	\$16.00	Discount of \$5.00	= \$11.00
Platinum + Wash	\$14.00	Discount of \$4.00	= \$10.00
Platinum Wash	\$12.00	Discount of \$3.00	= \$ 9.00
Gold Wash	\$10.00	Discount of \$3.00	= \$ 7.00

No discussion followed. Item held for a future meeting.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk