

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, AUGUST 16, 2022, 10:00 A.M.**

**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#*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **EXECUTIVE SESSION ANNOUNCEMENT**
6. **UPCOMING MEETINGS**

Wednesday, August 17, 2022	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B)
	2:30 p.m.	*Salary Board (Commissioner's Meeting Room)
Thursday, August 18, 2022	8:30 a.m.	*Prison Board (Commissioner's Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioner's Meeting Room)
	10:00 a.m.	*Commissioner's Business Session (Commissioner's Meeting Room)
	1:00 p.m.	*CYF Budget Meeting (Conference Room 2B)
Friday, August 19, 2022		
Monday, August 22, 2022		
Tuesday, August 23, 2022	10:00 a.m.	*Commissioner's Work Session (Commissioner's Meeting Room)

7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **CONSENT AGENDA**

Resolution #291-2022:

- a. Payment of the following two-2 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/16/2022	220816SS	\$17,098.12
08/16/2022	220816WW	\$648,944.56

Which include payment of the following invoice:

- Blair Community Action, in the total amount of \$2,104.36.
- Thomas and Chandra Jandora, in the total amount of \$1,550.00.

- b. Ratification of the following sixteen-16 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/11/2022	220811AP	\$50.00
08/11/2022	220811ML	\$31,998.59
08/02/2022	220802WC	\$6,521.07
08/11/2022	220811HR	\$10,441.71
08/10/2022	220810WW	\$149,844.10
08/09/2022	220809SS	\$64,515.91
08/09/2022	220809CY	\$58,378.74
08/09/2022	220809CO	\$24,807.68
08/09/2022	220809FP	\$258,674.13
08/08/2022	220808FS	\$2,759.63
08/05/2022	220805RF	\$2,908.17
08/02/2022	220802MW	\$1,231.48
08/01/2022	220801FN	\$117,018.49
08/04/2022	220804HR	\$15,378.13
08/01/2022	220801HI	\$548,856.85
08/01/2022	220801FS	\$3,314.42

- c. Ratification of Total Payroll for the Check Dated August 11, 2022, in the total amount of \$817,880.03.

- d. **2022 Budget Transfer:** Charges received from Justifacts for the month of July 2022.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$75.63	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$116.28	01160DM-42000 Judge Milliron/pool
01101GCO-42000 General County Operations	\$485.67	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$112.63	35101-42000 Parks and Recreation
01101GCO-42000 General County Operations	\$337.09	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$105.28	011192-42000 Records Management
01101GCO-42250 General County Operations	\$18.04	01158-42250 District Attorney (finance charges)

- e. **2022 Budget Transfer:** Charges received from Campbell Durrant for the month of July 2022.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080-General County Operation's	\$1,388.00	01209PO-44080-Prison

- f. **2022 Budget Transfer:** Charges for Personal Protective Equipment.

<u>From</u>	<u>\$</u>	<u>To</u>
01101-46040-Commissioner's	\$4,472.98	762011-42030-APO Offender

- g. **Sheriff's Office:** Requesting approval of one-1 Penn State Altoona Student Intern, Bryson Byers, for the period of August 22, 2022 to December 2, 2022. 240 hours/6 credits. Internship is for credit only and at no cost to the county.

- h. **Employment:** Toni K. Walker, FT Probation Officer Aide 1, APO, \$11.58/hr., effective 08/01/22; Teresa L. Maul, FT Processor, Costs and Fines, \$11.58/hr., effective 08/08/22; Jami L. Ray, FT Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 08/08/22; Wendy L. Traxler FT, Administrative Assistant, 911 Center, \$14.04/hr., effective 08/08/22; Troy M. Jarrett, From FT Telecommunicator Trainee, \$13.80/hr., To FT Telecommunicator, 911 Center, \$16.30/hr., effective 08/06/22; Tracy N. Fitzpatrick, From FT Juvenile Probation Officer, JPO, \$20.73/hr., To FT Mental Health Program Specialist I, Social Services, \$20.73/hr., effective 08/15/22; Danielle C. Simmons, From FT Telecommunicator, 911 Center, \$16.90/hr., To PT Telecommunicator, \$16.90/hr., effective 08/20/22; Kaitlin J. Richards, From FT Administrative Support, JPO, \$12.00/hr., To PT Tipstaff, Court Administration, limited to 999 hours per anniversary year, \$12.00/hr., effective 08/22/22, Ray S. Benton, Per Diem, Deputy Coroner, Coroner's Office, \$80.00/per 8-hr. shift, effective 08/01/22; Brittany N. McCracken, FT Law Clerk, Judge Milliron, \$41,609.62/yr., effective 08/15/22; Ricardo Cruz, Jr., Adam Gardner, Stephanie E. Platon, Erika Rivera, and Devin Woods, FT Corrections Officer, Prison, \$20.59/hr., effective 08/22/22; and Bryce Lachini, Per Diem, Fill-In Corrections Officer, Prison, \$15.08/hr., effective 08/22/22.

- i. **Resignations:** DeAnna E. Paul, FT Law Clerk, Judge Doyle, \$41,609.62/yr., effective 08/01/22; MacKenzie R. McElhinny, PT Department Clerk 1, Records Management, \$11.58/hr., effective 08/11/22; Katelyn V. Archer, FT Case Manager, Domestic Relations, \$28,246.40/yr., effective 08/12/22; Taylor R. Bowers, FT Receptionist/Clerk Custody, Custody Office, \$10.50/hr., effective 08/12/22; Kayla E. Kormanik-Lucas, FT Law Clerk, Judge Kagarise, \$42,387.80/yr., effective 08/12/22; Todd W. Keith, FT Telecommunicator, 911 Center, \$13.88/hr., effective 08/05/22; Sarah T. Chuff, Temporary Department Assistant, Finance, \$27.59/hr., effective 08/08/22; Alison I. Dewey, FT Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 08/10/22; Kevin F. Kuhn FT Telecommunicator, 911 Center, \$16.50/hr., effective 08/11/22; Augustus T. Dellinger, Seasonal Public Works, \$10.00/hr., effective 08/12/22; John W. Graessle, PT Tipstaff, Court Administration, \$11.58/hr., effective 08/12/22; and Matthew R. Calhoun, PT Telecommunicator, 911 Center, \$18.38/hr., effective 08/19/22..

10. STAFF REPORTS & SPECIAL BUSINESS

A. **Blair County Bridge No. 8, 21, 28 and 29:**

Requesting approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for the preparation of a Federal Highway Administration Bridge Investment Program Grant Application for replacement or rehabilitation of County Bridge No. 8, 21, 28 and 29, located in Freedom Township, Catherine Township, and Allegheny Township, in the total lump sum and expenses of \$2,730.00.

B. **Blair County Bridge No. 73/Mountain Road:**

- a. Requesting approval of a Change Order received from Quality Bridge & Fab, Inc., in the increased price of \$30,275.00, to add fabricated structural steel for additional repair areas.

- b. Requesting approval of a proposal received from HRV Conformance Verification Associates, Inc. for inspection of the structural steel fabricated by Quality Bridge & Fac, Inc., for Blair County Bridge No. 73, estimated at eighty-80 shop hours for an amount not to exceed \$8,000.00.

C. **Blair County Parking Garage Stair Tower Repairs:**

Requesting approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for additional construction consultation and shop drawing review services for the Blair County Parking Garage Stair Tower Repair Project, in the total estimated cost of \$10,000.00.

D. **Blair County Park & Recreation Advisory Board:**

- a. Requesting approval to advertise for bids for the general and electrical construction of the Valley View Park Amphitheatre Project.
- b. Requesting approval of an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$6,000.00, for the purchase of post sleeves for the Valley View Park Amphitheatre Project.
- c. Requesting approval of draft three-3 of sign designed for Valley View Park and authorization to solicit quotes for a sign.
- d. Requesting approval of the AYSO Fall Field Usage Schedule for the period of August 3, 2022 through October 29, 2022.
- e. Requesting approval for Great Commission School to use the Valley View Park Soccer Fields on September 6, 16, 20 and 29 for games beginning at 3:30 p.m. and 5:00 p.m., pending receipt of all insurance documents. (AYSO has agreed to allow Great Commission School to use the fields on these four-4 days at the specified game times)

E. **Salvation Army:**

Requesting approval for the submission of the FY 2021/2022 State Food Purchase Program Expense and Data Report, to the PA Department of Agriculture on or before September 17, 2022.

F. **Blair Senior Services:**

- a. Requesting approval for the submission of the FY 2021/2022 Medical Assistance Transportation Program (MATP) 4th Quarter Report for the period of April 1, 2022 through June 30, 2022.
- b. Requesting approval of the Medical Assistance Transportation Program (MATP) initial allocation amount for FY 2022/2023 from the Pennsylvania Department of Human Services, in the total amount of \$1,400,262.00.

G. **Coroner's Office:**

Requesting approval of a renewal contract between the County of Blair, on behalf of the Blair County Coroner and Dr. Harry Kamerow, MD, Pathologist to perform autopsies upon availability, in the total amount of \$1,400.00 per case, effective January 1, 2023.

H. **Department of Emergency Services/911 Center:**

- a. Requesting approval of a Master Services Agreement (MSA) by and between the County of Blair, on behalf of the Department of Emergency Services Zito Media Communications LLC, Zito Media Communications II LLC, Zito Media Voice LLC, d/b/a Zito Business, for telecommunication products and services set forth in Technical Service Agreements - TSA 1, TSA-2 and incorporating TSA-3, in the monthly recurring amount of \$818.00, with any renewal of such TSA being deemed covered by the MSA. Agreement shall terminate November 23, 2027.

- b. Requesting approval of a quote received from Zeigler Chevrolet to repair the air conditioning system on the Department of Emergency Service's 2008 Chevy Suburban, in the total amount of \$1,697.96.

I. Juvenile Probation:

- a. Requesting approval of a Juvenile Probation Services Grant Agreement (Contract #4100093164) between the County of Blair, Juvenile Probation Office and the Commonwealth of Pennsylvania, through the Juvenile Court Judges' Commission of the Office of General Counsel, in the grant award amount of \$146,839.00, effective the date of Agreement signing through June 30, 2023.
- b. Requesting approval of the FY 21/22 Financial Statement for funds expended under the Juvenile Probation Services Grant for the budget period of July 1, 2021 through June 30, 2022, in the total expended amount of \$146,839.00.
- c. Requesting approval of the FY 21/22 Equitable Compensation Letter to the Juvenile Court Judges' Commission.

J. Court Administration:

Requesting approval of four-4 quotes received from Contract Hardware & Supply Company, Inc., for parts and installation of solid core doors and relevant hardware for four-4 Magisterial District Judge (MDJ) locations as outlined below:

1. Quote #410765, in the amount of \$1,552.18, MDJ DeAntonio
2. Quote #410764, in the amount of \$2,620.26, MDJ Miller
3. Quote #410761, in the amount of \$1,530.00, MDJ Jones
4. Quote #410789, in the amount of \$2,462.46, MDJ Aigner

K. Social Services:

- a. Requesting approval of an allocation from the Blair County Affordable Housing Trust Fund, in the total amount of \$50,000.00, to continue to fund the Owner Occupied Rehabilitation throughout the county that will be administered through the Community Development Programs.
- b. Requesting approval of a County of Blair Demolition Fund Program Disbursement, in the total amount of \$6,750.00, for the demolition of property within the City of Altoona located at 1616 3rd Street.

L. Tax Claim:

Requesting approval for the submission of two-2 Permit Applications to Allegheny Township for the demolition of two-2 trailers in the county's repository (566 and 570 Gildea Dr., Duncansville, PA) that are in violation of Allegheny Township's Nuisance Code. Said permit cost is \$125.00/each for a total of \$250.00.

M. Children, Youth and Families:

Requesting approval for submission of the proposed FY 2023/2024 Blair County Children, Youth and Families' Needs-Based Plan and Budget Narrative Template.

N. 2021 Audit:

Discussion concerning extension of the audit deadline to 09/15/2022.

11. **OLD BUSINESS**

12. **ADJOURN**