

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, JULY 9, 2019, 10:00 A.M.**

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **PUBLIC COMMENT**
5. **COMMISSIONERS COMMENTS**
6. **ANNOUNCEMENT - REGISTER OF WILLS & RECORDER OF DEEDS:**  
Records Alert
7. **SPECIAL RECOGNITION BY SAFETY COMMITTEE:**  
Betsy Vannest - Thank you for years' of service on Safety Committee and best wishes on upcoming retirement from CYF.

8. **CONSENT AGENDA**

**Resolution 270 – 2019:**

- a. Payment of 5-five Warrant Lists dated July 8, 2019 in the amounts of \$30,210.32 (#190710CO), \$134,403.69 (190709CY), \$267,678.60 (#190709FC), \$42,804.00 (#190709SS), and \$2,324,199.94 (#190709MW) which include payments of the following invoices:  
**2017 Project Fund/Bond/Election Equipment:** Invoice received from American Roofing, Inc. in the total amount of \$108.00; Invoice received from ES&S in the total amount of \$191,032.86.  
**2017 Project Fund/ Bond/Teleosoft:** Invoice received from Teleosoft, Inc in the total amount of \$15,485.00.
- b. Ratification of Total Payroll for the Check Date of July 3, 2019, in the amount of \$786,102.17.
- c. **2019 Budget Transfer:** Charges received from Justifacts, Inc., for the month of June 2019:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$113.25	01160ED-42000 Judge Doyle
01101GCO-42000 General County Operations	\$115.75	01602-42000 EMA
01101GCO-42000 General County Operations	\$64.25	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$115.75	01161DD-42000 MDJ DeAntonio
01101GCO-42000 General County Operations	\$127.75	01161PA-42000 MDJ Aigner
01101GCO-42000 General County Operations	\$115.75	01103CS-42000 Custodial
01101GCO-42000 General County Operations	\$130.75	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$101.25	011191-42000 Records Mgt.
01101GCO-42000 General County Operations	\$101.25	01109-42000 Treasurer

- d. **2019 Budget Transfer:** Charges received from HealthForce 06/13/19:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$450.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$50.00	01109-42000 Treasurer
01101GCO-42000 General County Operations	\$50.00	01160ED-42000 Judge Doyle
01101GCO-42000 General County Operations	\$50.00	01161AB-42000 MDJ Blattenberger
01101GCO-42000 General County Operations	\$50.00	01160WK-42000 Judge Kagaris
01101GCO-42000 General County Operations	\$50.00	01164-42000 Victim Witness
01101GCO-42000 General County Operations	\$50.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$50.00	01602-42000 EMA
01101GCO-42000 General County Operations	\$50.00	01103CS-42000 Custodial
01101GCO-42000 General County Operations	\$300.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$50.00	01151-42000 Sheriff

- e. **Employment:** Correction – Chelsa A. Yingling from FT, Records Archivist, Records Management, \$18,200.00/yr., effective 06/24/19 to PT, Records Archivist, Records Management, \$10.00/hr., effective 06/24/19; Rebecca A. Christ, FT, Community Development Specialist, Social Services, \$35,000.16/yr., effective 07/01/19; Francis M. Rocus, Jr., FT, Truck Driver, Highway, \$34,174.40/yr., effective 07/01/19; Crystal M. Miller, FT, Tipstaff, Judge Sullivan, \$18,200.00/yr., effective 07/08/19; Marc E. Seifert, FT, Case Manager, Domestic Relations, \$23,901.15/yr., effective 07/08/19; Amanda M. Randow, FT, Clerk Typist II/Court Aide, CYF, \$19,500.00/yr., effective 07/08/19; Kelsey L. Bruich, Temporary, Department Assistant, Treasurer's Office, \$10.00/hr., effective 07/08/19; Katelyn M. Hoover, From, FT, Assistant District Attorney, DA's Office, \$35,000.16/yr., To, FT, Assistant District Attorney, Operation Our Town, \$35,000.16/yr., effective 07/01/19; and Cassie J. Waybright, From PT, Telecommunicator Trainee, \$13.21/hr., To PT, Telecommunicator, \$14.32/hr., effective 07/02/19.
- f. **Resignations:** Hunter M. Evans, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 06/18/19; Michael S. Persio, FT, Facilities/Maintenance Coordinator, Public Works, \$36,434.84/hr., effective 07/02/19; Kaitlyn A. Eger, FT, APO Officer, APO, \$12.20/hr., effective 07/05/19; Nicole L. Keller, FT, APO Aide, APO, \$18,200.00/yr., effective 06/26/19; Cory J. Seymour, FT, APO Chief, APO, \$60,502.52/yr., effective 06/28/19; and Kirin M.

McCaulley, FT, CYF Senior Supervisor, CYF, \$47,513.18/yr., effective 07/05/19.

- g. **Terminations:** Ashley M. Marconi, FT, Corrections Officer, Prison, \$19.54/hr., effective 05/20/19.

9. **OLD BUSINESS**

**City of Altoona/Land Bank:**

Discussion concerning approval for authorization to advertise for the adoption of Ordinance 2-2019 for an Intergovernmental Cooperation Agreement and Memorandum of Understanding by and among the Altoona Redevelopment Authority, the County of Blair, the City of Altoona, and the Altoona Area School regarding the designation of authority as Land Bank. (See Exhibit A, Ordinance No. 5726 dated October 10, 2018)

**Resolution – 2019:** A resolution approving the County of Blair FY 2019-2020 Human Services Block Grant Annual Plan.

10. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Blair County Bridge #66/Clover Creek:**

- a. Requesting approval of a proposal received from KTA-Tator, Inc., for certified weld inspection, witnessing of NDT, galvanizing and coating inspection services of the fabrication of Blair County Bridge #66, in an amount not to exceed \$10,866.56, with inspections to take place at Shane Felter Industries, Uniontown, PA.
- b. Requesting approval of a proposal received from HRV to provide Structural Steel Fabrication Inspection and Post Galvanizing Inspection of the new "type to m" Bridge Railing for Blair County Bridge #66, in an amount not to exceed \$3,500.00, with inspections to take place at Quality Bridge and Fabricators, West Middlesex, PA.

B. **Blair County HVAC Improvement and Interior Alterations Project:**

- a. Requesting approval of the following six (6) Change Orders received from Stelco Electric, Inc.
  - CO-1, in the increased amount of \$4,680.18, to relocate conduit and wire for circuits remaining in use that conflict with clock tower opening for HVAC work.
  - CO-2, in the increased amount of \$566.75, to temporarily remove and reconnect conduit and wire work in conflict with the 3<sup>rd</sup> floor toilet scaffold erection.
  - CO-3, in the increase amount of \$1,311.26, for the specification change to Courtroom 2 Track Lighting for side-mounted product in lieu of underside-mounted product.
  - CO-4, in the increased amount of \$2,693.32, to relocate Fire Alarm Conduit and Wire in conflict with new duct penetrations to Courtroom 1 in the 2<sup>nd</sup> floor mechanical mezzanine space.
  - CO-5, in the increased amount of \$5,016.21, to add devices and network drops in the new Chambers per request of owner
  - CO-6, in the increased amount of \$20,895.42, for work associated with the installation of new HVAC and heating elements as part of VRF system deletion.
- b. Requesting approval of Change Order No. CO-2, received from Marc Services, Inc., in the increased amount of \$2,399.31, for labor and materials to complete the HVAC wall opening/cut-outs at the scagliola in 1906 courtroom for the WSHP-5 return.
- c. Requesting approval of Change Order CO-3, received from Albert Michaels Conservation, Inc. contract for Historic Finishes Restoration – Phase 2, to change the substantial completion date of the contract to September 6, 2019.

C. **Blair County Drug and Alcohol:**

Requesting approval of the FY 2019/2020 Agreement between the County of Blair and Blair County Drug and Alcohol Program, Inc., effective July 1, 2019 through June 30, 2020, authorizing the transfer of Drug & Alcohol Funding received by the County of Blair to Blair County Drug and Alcohol Program, Inc.

D. **Blair County Department of Emergency Services:**

Requesting approval of a (renewal) Professional Services Agreement between the County of Blair, on behalf of the Department of Emergency Services and RBA Professional Data Systems, Inc., in an amount not to exceed \$80,580.00, for IT

services performed at the Blair County 911/E Center, for the period of May 1, 2019 through December 31, 2021.

E. **Blair County Farmland Preservation:**

Requesting approval of an Agreement for the Sale and Purchase of an Agricultural Conservation Easement between the Commonwealth of Pennsylvania and the County of Blair Jointly in Perpetuity and Kenneth Wayne and Bonnie L. Burket (Cross Cove Farm, 1373 Cross Cove Road, Roaring Spring, PA, Taylor Township, Blair County), in the amount of \$82,277.44, the Commonwealth shall pay \$62,277.44 and the County of Blair shall pay \$20,000.00.

F. **Blair County Children, Youth and Families:**

Requesting approval of an Engagement Contract between the County of Blair, on behalf of Blair County Children, Youth and Families and Talent Network, Inc., for a 60 to 90 minute speaking engagement by Judi Vitale on Friday, September 27, 2019 at Fort Roberdeau, in the total amount of \$1,000.00. (Cost will be paid 100% by Caseworker Visitation Grant Funds)

G. **Blair County Controller's Office:**

- a. Requesting approval for the submission of a Solutions Purchasing Card Application (P-Card) to First National Bank for the issuance of P-Card's to certain county officials and staff. There is no charge for P-Cards and P-Cards will replace existing county credit cards.
- b. Requesting approval of a County of Blair Purchasing Card Usage Agreement (P-Card) to be signed by certain county officials and staff prior to the issuance of P-Card verifying that the P-Card user understands the guidelines of the P-Card Program and that he/she agrees to comply with those guidelines.

H. **Blair County Domestic Relations:**

Requesting approval to close the Domestic Relations Municipal Checking Account (#245-5) with Citizens Bank, which has a balance of \$423.79, and to transfer the remaining funds to the active Blair County IV-D account with First National Bank.

I. **Court Administration:**

Requesting approval of a proposal received from Doing Better Business for the purchase of one (1) Ricoh IM 350F B/W Desktop MFP printer, copier, fax machine, 37 pages per minute, one (1) 550 sheet paper tray, and one (1) 100 sheet by-pass tray for Judge Bernard's Chambers, in the purchase price of \$1,237.00; and a copy page agreement, 3,000 pages includes, \$0.009 per excess page, in the monthly amount of \$33.00.

J. **Workers Compensation:**

Requesting approval of a Compromise and Release Agreement between the County of Blair and Sharon Oakman (former Valley View Home workers' compensation claimant), in the amount of \$60,000.00, releasing the County of Blair from any future indemnity claims.

K. **Blair County Prison:**

Requesting approval of a Non Disclosure Agreement between the County of Blair and Pennsylvania Networks Inc. to provide a proposal for professional services for fiber optic cabling at the Blair County Prison.

L. **Blair County District Attorney:**

- a. Requesting approval of a Memorandum of Understanding between the County of Blair and Logan Township to swear in Logan Township Police Officers to be County Detectives at no cost to the County for Blair County Drug Task Force.
- b. Requesting approval of a Memorandum of Understanding between the County of Blair and City of Altoona to swear in City of Altoona Police Officers to be County Detectives at no cost to the County for Blair County Drug Task Force.

**WORK SESSION: TUESDAY, JULY 9, 2019, 10:00 A.M.:**

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

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

Members Absent: Commissioner Beam

Others Present: Kerrie Baughman, Betsy VanNest, and Erin Franks (CYF), Sarah Chuff and Jenn Sleppy (Finance), Nicole Hemminger (Commissioners Office), Kay Stephens (Altoona Mirror), A. C. Stickel (Controller), Rocky Greenland (Public Works), Janice Meadows (Court Administration), Rich Huether (Conservation District), Matt Pacifico (City of Altoona), Carole Folcarelli (First National Bank), Jim Eckard (Prison), Mark Taylor (911/E), Marshall Keely (WJAC), Mary Ann Bennis (Register and Recorder), Judy Rosser (Blair Drug and Alcohol), Don Weakland (IT) and Kermit Alwine (Sheriff).

**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.

**PUBLIC COMMENT:**

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

**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioners comments.

Commissioner Tomassetti – None

Commissioner Erb announced that the Career Link has relocated into the Altoona Public Library.

**ANNOUNCEMENT - REGISTER OF WILLS & RECORDER OF DEEDS:**

Mary Ann Bennis announced that the public now has the ability to sign up for a free service through the County website to alert Blair County property owners if documents have been recorded under the resident’s name. This will help prevent fraudulent recordings and other actions that would prevent a clear title.

**SPECIAL RECOGNITION BY SAFETY COMMITTEE:**

Helen Schmitt recognized Betsy Vannest from Children Youth and Families. County Administrator Schmitt extended the County and the Safety Committee’s appreciation for Betsy’s years of service on Safety Committee and best wishes on her upcoming retirement.

**CONSENT AGENDA:**

**Resolution 270 – 2019:**

- a. Payment of 5-five Warrant Lists dated July 8, 2019 in the amounts of \$30,210.32 (#190710CO), \$134,403.69 (190709CY), \$267,678.60 (#190709FC), \$42,804.00 (#190709SS), and \$2,324,199.94 (#190709MW) which include payments of the following invoices:
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- f. **Resignations:** Hunter M. Evans, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 06/18/19; Michael S. Persio, FT, Facilities/Maintenance Coordinator, Public Works, \$36,434.84/hr., effective 07/02/19; Kaitlyn A. Eger, FT, APO Officer, APO, \$12.20/hr., effective 07/05/19; Nicole L. Keller, FT, APO Aide, APO, \$18,200.00/yr., effective 06/26/19; Cory J. Seymour, FT, APO Chief, APO, \$60,502.52/yr., effective 06/28/19; and Kirin M. McCaulley, FT, CYF Senior Supervisor, CYF, \$47,513.18/yr., effective 07/05/19.
- g. **Terminations:** Ashley M. Marconi, FT, Corrections Officer, Prison, \$19.54/hr., effective 05/20/19.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 270-2019.

**OLD BUSINESS:**

**City of Altoona/Land Bank:**

Mayor Matt Pacifico presented discussion concerning the Intergovernmental Cooperation Agreement and Memorandum of Understanding by and among the Altoona Redevelopment Authority, the County of Blair, the City of Altoona, and the Altoona Area School regarding the designation of authority as Land Bank. (See Exhibit A, Ordinance No. 5726 dated October 10, 2018)

Mayor Pacifico stated that The Altoona Redevelopment Authority, Altoona Area School District and the City of Altoona have voted to adopt the Memorandum of Understanding with the County. He also stated that the only remaining item is the adoption of the ordinance approving the Intergovernmental Cooperation Agreement. Mayor Pacifico stated that the city will cover the advertising cost of the ordinance.

Discussion followed.

**Resolution 271-2019:** A resolution approving authorization to advertise for the adoption of Ordinance 2-2019 for an Intergovernmental Cooperation Agreement and Memorandum of Understanding by and among the Altoona Redevelopment Authority, the County of Blair, the City of Altoona, and the Altoona Area School regarding the designation of authority as Land Bank (See Exhibit A, Ordinance No. 5726 dated October 10, 2018).

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 271-2019.

**Resolution 272– 2019:** A resolution approving the County of Blair FY 2019-2020 Human Services Block Grant Annual Plan.

Discussion followed.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 272-2019.

**STAFF REPORTS & SPECIAL BUSINESS:**

**Blair County Bridge #66/Clover Creek:**

Rocky Greenland requested approval of a proposal received from KTA-Tator, Inc., for certified weld inspection, witnessing of NDT, galvanizing and coating inspection services of the fabrication of Blair County Bridge #66, in an amount not to exceed \$10,866.56, with inspections to take place at Shane Felter Industries, Uniontown, PA.

Rocky Greenland requested approval of a proposal received from HRV to provide Structural Steel Fabrication Inspection and Post Galvanizing Inspection of the new "type to m" Bridge Railing for Blair County Bridge #66, in an amount not to exceed \$3,500.00, with inspections to take place at Quality Bridge and Fabricators, West Middlesex, PA.

Mr. Greenland stated that both independent inspections are necessary under the PennDOT Bridge repair requirements and costs associated with these contracts will be paid from the Marcellus Shale, Act 13, Legacy Funds.

Discussion followed.

**Resolution 273-2019:** A Resolution approving proposals from KTA-Tator and HRV for inspection services.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 273-2019.

**Blair County HVAC Improvement and Interior Alterations Project:**

- a) Rocky Greenland requested approval of the following six (6) Change Orders received from Stelco Electric, Inc.
- CO-1, in the increased amount of \$4,680.18, to relocate conduit and wire for circuits remaining in use that conflict with clock tower opening for HVAC work.
  - CO-2, in the increased amount of \$566.75, to temporarily remove and reconnect conduit and wire work in conflict with the 3<sup>rd</sup> floor toilet scaffold erection.
  - CO-3, in the increase amount of \$1,311.26, for the specification change to Courtroom 2 Track Lighting for side-mounted product in lieu of underside-mounted product.
  - CO-4, in the increased amount of \$2,693.32, to relocate Fire Alarm Conduit and Wire in conflict with new duct penetrations to Courtroom 1 in the 2<sup>nd</sup> floor mechanical mezzanine space.
  - CO-5, in the increased amount of \$5,016.21, to add devises and network drops in the new Chambers per request of owner
  - CO-6, in the increased amount of \$20,895.42, for work associated with the installation of new HVAC and heating elements as part of VRF system deletion.

Mr. Greenland stated that the change orders above were necessary and that he was satisfied with all the changes.

Discussion followed.

**Resolution 274-2019:** A resolution approving six (6) Change Orders received from Stelco Electric, Inc., for the HVAC Improvement and Interior Alterations Project.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 274-2019.

- b) Rocky Greenland requested approval of Change Order No. CO-2, received from Marc Services, Inc., in the increased amount of \$2,399.31, for labor and materials to complete the HVAC wall opening/cut-outs at the scagliola in 1906 courtroom for the WSHP-5 return.

Mr. Greenland stated that the change order for Marc Services was necessary as the original design for the wall openings assumed the wall was hollow. It was later discovered that the wall was a solid brick wall and the original design would need to change to accommodate the wall unit specified for the area.

Discussion followed.

**Resolution 275-2019:** Change Order No. CO-MSI2, received from Marc Services, Inc., in the increased amount of \$2,399.31, for labor and materials to complete the HVAC wall opening/cut-outs at the scagliola for the WSHP-5 return, associated with the HVAC Improvement and Interior Alterations Project.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 275-2019.

- c) Rocky Greenland requested approval of Change Order CO-3, received from Albert Michaels Conservation, Inc. contract for Historic Finishes Restoration – Phase 2, to extend the substantial completion date of the contract to September 6, 2019.

Mr. Greenland stated that the original contract completion date was for the end of April, 2019.

Discussion followed.

**Resolution 276-2019:** A resolution approving Change Order No. CO-3, received from Albert Michaels Conservation, Inc. for the Historic Finishes Restoration – Phase 2 contract, to change the Substantial Completion date of the contract to September 6, 2019 at no cost to the County.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 276-2019.

**Blair County Drug and Alcohol:**

Judy Rosser requested approval of the FY 2019/2020 Agreement between the County of Blair and Blair County Drug and Alcohol Program, Inc., effective July 1, 2019 through June 30, 2020, authorizing the transfer of Drug & Alcohol Funding received by the County of Blair to Blair County Drug and Alcohol Program, Inc.

Ms. Rosser stated that Blair Drug and Alcohol has been the single county authority for Blair County for 10 years. The partnership has allowed the program to grow from 12 staff members to 45 and from \$1 million to \$4.5 Million in program funds.

The agreement has been reviewed by Solicitor Karn.

Discussion followed.

**Resolution 277-2019:** A resolution approving the FY 2019/2020 Agreement between the County of Blair and Blair County Drug and Alcohol Program, Inc., effective July 1, 2019 through June 30, 2020, authorizing the transfer of Drug & Alcohol Funding received by the County of Blair to Blair County Drug and Alcohol Program, Inc.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 277-2019.

**Blair County Department of Emergency Services:**

Mark Taylor requested approval of a (renewal) Professional Services Agreement between the County of Blair, on behalf of the Department of Emergency Services, and RBA Professional Data Systems, Inc., in an amount not to exceed \$80,580.00, for IT services performed at the Blair County 911/E Center, for the period of May 1, 2019 through December 31, 2021.

Mr. Taylor stated that the contract is an eligible expense that is reimbursable through Pennsylvania Emergency Management Agency (PEMA) funding. County Administrator Schmitt clarified that the maximum contract amount of \$80,580.00 is an annual (12 month) amount.

The agreement has been reviewed by Solicitor Karn.

Discussion followed.

**Resolution 278-2019:** A resolution approving the renewal Professional Services Agreement between the County of Blair, on behalf of the Department of Emergency Services and RBA Professional Data Systems, Inc., for IT services performed at the Blair County 911/E Center.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 278-2019.

**Blair County Farmland Preservation:**

Rick Huether requested approval of an Agreement for the Sale and Purchase of an Agricultural Conservation Easement between the Commonwealth of Pennsylvania and the County of Blair Jointly in Perpetuity and Kenneth Wayne and Bonnie L. Burket (Cross Cove Farm, 1373 Cross Cove Road, Roaring Spring, PA, Taylor Township, Blair County), in the amount of \$82,277.44, the Commonwealth shall pay \$62,277.44 and the County of Blair shall pay \$20,000.00.

Mr. Huether stated that the 51 acre farm, which is located in Taylor Township and within 1 mile of 7 other easements, is the 53<sup>rd</sup> farm to enter the Farmland Preservation program, and that two additional farms are expected to be purchased in 2019.

County Administrator Schmitt stated that this is an eligible expense from the Greenways portion of the Marcellus Shale Funds.

Discussion followed.

**Resolution 279-2019:** A resolution approving the Agreement of Sale of the Agricultural Conservation Easement between The Commonwealth of Pennsylvania and The County of Blair, jointly in Perpetuity and Kenneth Wayne and Bonnie L. Burket.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 279-2019.

**Blair County Children, Youth and Families:**

Kerrie Baughman requested approval of an Engagement Contract between the County of Blair, on behalf of Blair County Children, Youth and Families and Talent Network, Inc., for a 60 to 90 minute speaking engagement by Judi Vitale on Friday, September 27, 2019 at Fort Roberdeau, in the total amount of \$1,000.00. (Cost will be paid 100% by Caseworker Visitation Grant Funds)

Mrs. Baughman stated that the Caseworker Visitation Grant is an automatic grant from the state in the amount of \$3,000. The grant is for the self-care of Caseworkers and Children and Youth staff through teambuilding and staff development to improve retention.

Discussion followed.

**Resolution 280-2019:** A resolution approving the Engagement Contract between the County of Blair, on behalf of Blair County Children, Youth and Families and Talent Network, Inc.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 280-2019.

**Blair County Controller's Office:**

Controller A.C. Stickel requested approval for the submission of a Solutions Purchasing Card Application (P-Card) to First National Bank for the issuance of P-Card's to certain county officials and staff. There is no charge for P-Cards and P-Cards will replace existing county credit cards.

Controller A.C. Stickel requested approval of a County of Blair Purchasing Card Usage Agreement (P-Card) to be signed by certain county officials and staff prior to the issuance of P-Card verifying that the P-Card user understands the guidelines of the P-Card Program and that he/she agrees to comply with those guidelines.



Controller Stickel stated that select Department Heads and Elected Officials have credit cards through a local bank which do not offer any rewards and are not compatible with the MUNIS software system. P-cards will offer many benefits such as – logo on the front of the card for identification purposes, cash back rewards, fully compatible with the MUNIS system, no late fees, and an automatic monthly draft of payment. The P-cards will also offer the usual fraud protection and credit limits of traditional credit cards.

Discussion followed.

**Resolution 281-2019:** A resolution approving the submission of a Solutions Purchasing Card Application (P-Card) to First National Bank for the issuance of P-Card's to certain county officials and staff.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 281-2019.

**Blair County Domestic Relations:**

Janice Meadows requested approval to close the Domestic Relations Municipal Checking Account (#245-5) with Citizens Bank, which has a balance of \$423.79, and to transfer the remaining funds to the active Blair County IV-D account with First National Bank.

Mrs. Meadows explained that the account has been dormant for some time and is no longer necessary for daily operations.

Discussion followed.

**Resolution 282-2019:** A resolution approving the authorization to close the Domestic Relations Municipal Checking Account #245-5 with Citizens Bank, in the amount of \$423.79, and to transfer the amount of \$423.79 to the active Blair County IV-D account with First National Bank.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 282-2019.

**Court Administration:**

Janice Meadows requested approval of a proposal received from Doing Better Business for the purchase of one (1) Ricoh IM 350F B/W Desktop MFP printer, copier, fax machine, 37 pages per minute, one (1) 550 sheet paper tray, and one (1) 100 sheet by-pass tray for Judge Bernard's Chambers, in the purchase price of \$1,237.00; and a copy page agreement, 3,000 pages includes, \$0.009 per excess page, in the monthly amount of \$33.00.

Mrs. Meadows stated that County IT staff are unable to fix the current printer in Judge Bernard's Chambers and it will need to be replaced.

Discussion followed.

**Resolution 283-2019:** A resolution approving the proposal received from Doing Better Business for the purchase of one (1) Ricoh IM 350F B/W Desktop MFP printer, copier, fax machine, 37 pages per minute, one (1) 550 sheet paper tray, and one (1) 100 sheet by-pass tray for Judge Bernard's Chambers, in the purchase price of \$1,237.00.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 283-2019.

**Workers Compensation:**

County Administrator Schmitt requested approval of a Compromise and Release Agreement between the County of Blair and Sharon Oakman (former Valley View Home workers' compensation claimant), in the amount of \$60,000.00, releasing the County of Blair from any future indemnity claims.

Discussion followed.

**Resolution 284-2019:** A resolution approving the Compromise and Release Agreement between the County of Blair and Sharon Oakman, in the amount of \$60,000.00, releasing the County of Blair from any future indemnity claims.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 284-2019.

**Blair County Prison:**

James Eckard requested approval of a Non Disclosure Agreement between the County of Blair and Pennsylvania Networks Inc. to provide a proposal for professional services for fiber optic cabling at the Blair County Prison.

Discussion followed.

**Resolution 285-2019:** A resolution approving the agreement between the County of Blair, Blair County Prison and Pennsylvania Networks Inc. for a confidentiality/non-disclosure agreement.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 285-2019.

**Blair County District Attorney:**

First Assistant District Attorney Peter Weeks requested approval of a Memorandum of Understanding between the County of Blair, Blair County District Attorney and Logan Township to swear in Logan Township Police Officers as County Detectives for Blair County Drug Task Force related activities. Attorney Weeks also stated that there is no cost to the County.

First Assistant District Attorney Peter Weeks requested approval of a Memorandum of Understanding between the County of Blair, Blair County District Attorney and City of Altoona to swear in City of Altoona Police Officers as County Detectives for Blair County Drug Task Force related activities. Attorney Weeks also stated that there is no cost to the County.

Attorney Weeks stated that there are approximately 5 police officers on the City of Altoona or Logan Townships' police force who the District Attorney has identified as potential county-wide detectives. These officers, once sworn in, will have no jurisdictional boundaries within Blair County to investigate drug related crimes. The officers will be at no cost or obligation to the County.

Discussion followed.

**Resolution 286 A -2019:** A resolution approving the Memorandum of Understanding between the County of Blair, Blair County District Attorney and Logan Township Police Department.

**Resolution 286 B -2019:** A resolution approving the Memorandum of Understanding between the County of Blair, Blair County District Attorney and Altoona Police Department.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 286 A and B -2019.

**ADJOURN:**

Meeting Adjourned,

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Helen P. Schmitt, County Administrator