

**AGENDA**  
**WORK SESSION**  
**BLAIR COUNTY BOARD OF COMMISSIONERS**  
**PARTICIPATION BY TELEPHONE CONFERENCE ONLY**  
**TUESDAY, JANUARY 5, 2021, 10:00 A.M.**

*\*Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. 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. **UPCOMING MEETINGS**

Wednesday, January 6, 2021	9:00 a.m.	*Retirement Board
	10:30 a.m.	*Salary Board
Thursday, January 7, 2021	8:30 a.m.	*Park and Recreation Adv. Bd. Mtg.
	10:00 a.m.	*Commissioners Business Session
Friday, January 8, 2021		
Monday, January 11, 2021		
Tuesday, January 12, 2021	10:00 a.m.	*Commissioners Work Session

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

**Resolution #001-2021:**

- a. Payment of the following Warrant Lists listed below:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/05/2021	210105WW	\$205,014.21
01/05/2021	210105CY	\$ 1,869.53
01/05/2021	210105CO	\$ 7,656.12

- b. Ratification of the following Warrant Lists listed below:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/28/2020	201228HR	\$5,780.58

- c. Ratification of Total Payroll for the Check Dated 12/31/2020, in the total amount of \$776,219.39.
- d. **2020 Budget Transfer:** requesting approval of a transfer FROM: 01103HW – 46030 – Highway, TO: 36101-46030 Capital Reserve for \$17,203.48 to transfer funds reserved for the construction of the highway carpenter's shop; FROM: 01103BM – 46030 – Building Maintenance, TO: 36101 – 46030 – Capital Reserve for \$35,068.67 for various projects budgeted and started in 2020 and not completed due to supply issues at year end.
- e. **Blair County Bridge #10/Friesville:** Requesting approval for payment of the following two-2 ECMS Invoices received from Keller Engineers, Inc.: **Invoice 6, Part 3, for Construction Services**, in the total amount of \$2,101.44; and **Invoice #3, Part 4, for Construction Inspection**, in the total amount of \$15,118.70; and payment of **ECMS submission, Estimate #6**, received from WenBrooke Construction, in the total amount of \$100,195.10. All expenses are 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- f. **Bridge #67/West Loop Road Bridge:** Requesting approval for payment of **ECMS, Invoice #17, Part 1, Preliminary Engineering Services**, received from Keller Engineers, Inc., in the total amount of \$7,221.29. Expenses are 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- g. **Bridge #82/Monastery Road:** Requesting approval for payment of **ECMS, Invoice #13, Part 1, Preliminary Design Services**, received from Keller Engineers, in the total amount of \$9,326.73. Expenses are 100% reimbursable through the Road Map.
- h. **Employment:** David G Carey, FT, Caseworker I, Children, Youth and Families, \$15.58/hr., effective 1/4/2021; Dorothy A Compton, FT, Sentencing Guidelines Coordinator, District Attorney, \$12.81/hr., effective 1/4/2021.
- i. **Resignations:** Bradley L Benton, FT, Sheriff Deputy, Sheriff, \$15.06/hr., effective 12/28/2020; Rebecca C Lidgett, FT, Victim Witness Advocate, Victim Witness, \$11.49/hr., effective 12/30/2020; Amanda K Mills, FT, District Court Administrative Staff Miller, Magisterial District Justices, \$10.38/hr., effective 12/31/2020; Jeremy T Nelson, FT, Assessor II, Assessment, \$12.61/hr., effective 01/01/2021

9. **STAFF REPORTS & SPECIAL BUSINESS**

**A. Emergency Management:**

Weekly COVID-19 Update

**B. Assessment:**

Requesting approval of an Agreement between the Count of Blair and Spring Hill Laser Service's Group, for multi-bill insertion of 61,000 estimated bills for the fixed fee amount of \$11,196.97, and:

Optional Print/Insert/Mail Services not included in the total consideration, as follows: Additional print and insertion items (quantity 50,000):

- i. 8.5" x 11" 24# white printed 1/0 – black ink tri-folded - \$1,729.00
- ii. 8.5" x 11" 24# white printed 1/0 –color ink tri-folded - \$1,783.60
- iii. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - \$2,003.95
- iv. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - \$2,058.55
- v. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – black ink - \$692.25
- vi. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – color ink - \$746.85
- vii. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – black ink - \$798.20
- viii. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 –color ink - \$852.80
- ix. Postage costs will be borne by the County of Blair for the mailing.

**C. Court Administration:**

Requesting approval of acceptance of the Modification of the Coronavirus Emergency Supplemental Relief Grant (#33335) between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$40,859 to be used to procure an Audio and Video Specialist for the 2021 year.

**D. Children, Youth and Families:**

Requesting approval of a Service Agreement and Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Bethanna Inc., for 2021 to provide for placement of a child safely in a home. Cost will vary depending on the number of days needed for a placement; provider rate of \$56.29 per day is the cost for Level II Foster Care (which is reimbursable by the state at 60%).

**E. Park and Recreation Advisory Board:**

Requesting approval of a Department of Conservation and Natural Resources (DCNR) Community Conservation Partnerships Program grant award, in the amount of \$227,500.00, for the Valley View Park Development Project.

10. **OLD BUSINESS**
11. **ADJOURN**

**WORK SESSION: TUESDAY, JANUARY 5, 2021, 10:00 A.M.:**

Location: Participation in meeting is by telephone conference only.

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**Call to Order:**

Commissioner Erb called the meeting to order.

**Moment of Silent Reflection:**

Commissioner Erb called for a moment of silent reflection.

**Pledge of Allegiance to the Flag:**

Commissioner Erb requested those participating in the meeting 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:**

Scott Simmons and Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), Mark Taylor (911/E), Janice Meadows (Court Administration), Kerrie Baughman and Melissa Stump (CYF), DeAnna Heichel (Assessment Office), Rocky Greenland (Public Works), AC Stickel (Controller), Colleen Knudsen (WTAJ-TV 10), and Helen Schmitt (Public).

**Upcoming Meetings:**

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	10:30 A.M.	*Salary Board
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**Public Comment:**

Commissioner Erb called for public comment.

Colleen Knudsen stated the TV station has received numerous calls from residents of Tyrone Borough stating they received two-2 tax notices in their names addressed to the correct address and one incorrectly addressed to Birmingham, PA. Ms. Knudsen asked for an estimated dollar amount this error incurred for county residents.

Commissioner Erb stated that although public comment was not a question and answer period, he would however, address Ms. Knudsen's question. He stated that the error that occurred was not made by the county for real estate tax, but rather made by the agency who prepares and collects the local wage taxes for Tyrone Borough.

**Commissioners Comments:**

Commissioner Erb called for commissioner comments.

Commissioner Webster stated that she is looking forward to working together moving forward into 2021.

Commissioner Burke echoed Commissioner Webster's comments.

Commissioner Erb extended best wishes to Representatives Jim Gregory and Lou Schmitt as they embark on their 2<sup>nd</sup> two-year term as State Representatives serving Blair County.

**Consent Agenda:**

**Resolution #001-2021:**

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Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #001-2021.

**Staff Reports & Special Business:**

**Emergency Management:**

Mark Taylor provided the following weekly COVID-19 Update:

Mr. Taylor stated that he was pleased to report that the county has seen a continued decrease in the number of COVID-19 positive cases over the past three-3 weeks. He stated that since his report last Tuesday, the county had 370 cases less in a one week period, a drop in the positivity rate to 11.2%, four-4 deaths, no current outbreaks in area nursing homes; and a lower number of hospitalizations due to the virus.

Mr. Taylor stated that although the numbers of cases are decreasing, residents should not let their guard down and should continue to remain cautious. He stated that as of January 4, 2021 1,355 people received vaccinations with vaccine administration to hospital staff near completion.

Mr. Taylor stated that vaccine administration continues in area nursing homes and to local emergency service personnel. He stated that hospitals are to reserve 10% of their vaccine for administration to non-hospital affiliated personnel (i.e., dialysis, prison, schools, etc.).

Mr. Taylor stated that the next phase will include administration of the vaccine to those over the age of 75 and teachers, grocery store workers, etc. He does not anticipate the vaccine being available to those not included in the Federal phased rollout wishing to receive the vaccine until late spring or early summer 2021.

**Assessment:**

DeAnna Heichel requested approval of an Agreement between the Count of Blair and Spring Hill Laser Service’s Group, for multi-bill insertion of 61,000 estimated bills for the fixed fee amount of \$11,196.97, and:

**Optional Print/Insert/Mail Services** not included in the total consideration, as follows: Additional print and insertion items (quantity 50,000):

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- ix. Postage costs will be borne by the County of Blair for the mailing.

DeAnna Heichel stated that this is an annual request. She stated that Solicitor Karn has reviewed the agreement.

Commissioner Erb asked Ms. Heichel for a date in which the board needed to have a decision to her pertaining to the mailing insert. Ms. Heichel responded to Commissioner Erb stating January 22, 2021.

Discussion followed.

**Court Administration:**

Janice Meadows requested approval for acceptance of the Modification of the Coronavirus Emergency Supplemental Relief Grant (#33335) between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$40,859 to be used to procure an Audio and Video Specialist for the 2021 year.

Discussion followed.

**Children, Youth and Families:**

Kerrie Baughman requested approval of a Service Agreement and Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Bethanna Inc., for 2021 to provide for placement of a child safely in a home. Cost will vary depending on the number of days needed for a placement; provider rate of \$56.29 per day is the cost for Level II Foster Care (which is reimbursable by the state at 60%).

Ms. Baughman stated that the request is for an agreement with a new vendor. She stated that there is a special need to expedite agreement in order to provide child placement services for one-1 child as soon as possible.

Ms. Baughman stated that the cost would vary depending upon the number of days the child would be in placement. She stated that the current provider rate is \$56.29 per day for Level II Foster Care services; however, if the child were Title IVE eligible, there would be 60% reimbursement from the state.

Ms. Baughman stated that Solicitor Karn has reviewed the agreements and insurance documents; however, there are revisions needed to the insurance documents. She stated that she forwarded the solicitor's requested revisions on to the provider, and that prior to today's meeting she received a revised document back in which she forwarded to Solicitor Karn for further review.

Solicitor Karn stated that in looking quickly at the document(s) received this morning, he does not feel that everything he requested has been addressed.

Ms. Baughman and Melissa Stump stated that they would continue to work with Bethanna with hopes in having the requested revisions to the insurance documents prior to the Business Session on Thursday, January 7, 2021.

Discussion followed.

**Park and Recreation Advisory Board:**

Melissa Harpster requested approval of a Department of Conservation and Natural Resources (DCNR) Community Conservation Partnerships Program grant award, in the amount of \$227,500.00, for the Valley View Park Development Project.

Mrs. Harpster stated that the awarded grant funds would be used for the amphitheater replacement and road resurfacing projects at Valley View Park. She stated in late summer 2020, the Advisory Board received approval from the Board of Commissioners to allocate \$50,000.00 per year of the Park and Recreation Reserve Account Fund over the next three-3 years (2021, 2022 and 2023) to be used as part of the 50% required match. She stated that the remaining balance of approximately \$75,000.00 in matching funds would be secured by in kind services, monetary donations and solicitation of funds to area businesses.

Chief Clerk Hemminger and Mrs. Harpster extended a thank you to Joe Keller of Keller Engineers, Inc., and President of the Park and Recreation Advisory Board and his staff at Keller Engineers (Teddie Kreitz) for their hard work in applying and securing the grant on behalf of the county.

Discussion followed.

**Old Business:**

None

**Adjourn:**

Meeting Adjourned,