

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
PARTICIPATION BY TELEPHONE CONFERENCE ONLY  
TUESDAY, FEBRUARY 2, 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, February 3, 2021	9:00 a.m.	*Retirement Board
	10:30 a.m.	*Salary Board
Thursday, February 4, 2021	8:30 a.m.	*Park & Recreation Advisory Bd.
	10:00 a.m.	*Commissioners Business Session
Friday, February 5, 2021		
Monday, February 8, 2021		
Tuesday, February 9, 2021	10:00 a.m.	*Commissioners Work Session
	6:00 p.m.	Blair County Airport Authority (Contact airport for mtg. info.)

6. **APPROVAL OF MINUTES** – January 19, and 21, 2021
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **CONSENT AGENDA**

**Resolution #025-2021:**

- a. Payment of the four (4) Warrant Lists listed below:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
02/02/21	210202WW	\$559,102.73
02/02/21	210202SS	\$444,739.82
02/02/21	210202CY	\$ 44,818.22
02/02/21	210202CO	\$ 12,060.25

- b. **Ratification of the five (5) Warrant Lists listed below:**

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
02/01/2021	210201HI	\$556,182.86
01/29/2021	210129MW	\$106,554.18
01/28/2021	210128LP	\$ 28,426.79
01/29/2021	210129HR	\$ 35,184.57
01/26/2021	210126FS	\$ 1,195.20

- c. Ratification of Total Payroll for the Check Dated 01/28/2021, in the total amount of \$768,246.93.
- d. **2020 Budget Transfer:** Move money under the Elections Security Grant from 2020 to 2021 due to delay in installing a gate at the highway building.  

<b>FROM</b>	<b>\$</b>	<b>TO</b>
01106605-46030-Elections	\$18,200.00	36101-46030-Capital Reserve

**2021 Budget Transfer:**  

<b>FROM:</b>	<b>\$</b>	<b>TO</b>
36101-46030-Capital Reserve	\$18,200.00	01106605-46030-Elections
- e. **NBIS Bridge Inspection and Inventory:** Requesting approval for payment of Invoice #42 received from Stiffler McGraw, in the total amount of \$4,692.19 as follows: Bridge #43, 12<sup>th</sup> Street over Bald Eagle Creek, \$1,913.91; Bridge #67, West Loop Road over Old Town Run, \$2,412.95; Bridge #64, Cedar Point Bridge over Clover Creek, \$627.40; and mileage, \$7.93. Expenses will be paid out of the Act 44 Reserve Account (No. 059) and are 80% reimbursable.
- f. **Bridge #10/Friesville:** Requesting approval for payment of **ECMS submission, Estimate #008,** received from Wenbrooke Construction, in the total amount of \$19,114.55. All expenses are 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- g. **Employment:** Kathleen A. Grove, PT, Temporary Department Assistant, HR, \$12.00/hr., effective 02/01/2021; and Rebecca Lidgett, FT, Victim/Witness Advocate, Victim/Witness, \$21,428.25/yr., effective 02/01/2021.
- h. **Resignations:** Katelyn E. Taylor, Deputy Coroner, Coroner's Office, \$80.00/shift/per diem, effective 01/14/2021; and Stacy J. Donaldson, FT, Probation Officer Aide I, APO, \$10.51/hr., effective 01/27/2021.
- i. **Furlough:** Kathy M. Bleicher, returning from furlough, PT, Tipstaff, Court Administration, \$10.51/hr., effective 02/01/2021.

10. **STAFF REPORTS & SPECIAL BUSINESS**  
**Weekly COVID-19 Update:** Mark Taylor

**Blair County Community Development Block Grant Program:** Trina Illig  
Public Notice regarding changes to the CDBG-CV and the FY 2020 contracts.

**A. Department of Social Services:**

Requesting approval of the FY 2020 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Grant Agreement between the County of Blair and the Pennsylvania Housing Finance Agency (PHFA) for the County of Blair, acting as the Grantee, to undertake the following activities as part of the Housing Assistance Program:

- \$50,000.00 Blair County Housing Assistance Program
- \$75,000.00 Blair County Water and Sewer Program
- \$25,000.00 Tartaglio Diversionary Housing Panel

**B. Finance:**

Requesting approval for authorization to participate in the Costar's contract for the purchase of between 180 and 420 tons of sodium chloride (road salt) at a price to be determined by the bidding process for the participation period of August 2021 through July 2022, and authorization for the Blair County Procurement Specialist to submit the request on behalf of the County of Blair.

**C. Blair County Victim/Witness Office:**

- a. Requesting approval of a renewal Maintenance and Service Agreement between the County of Blair and the PA District Attorney's Institute for the PA SAVIN Program within the Victim/Witness Office, in the amount of zero dollars, for the period of January 1, 2021 through December 31, 2021.
- b. Requesting approval for the submission of a Rights and Services Act (RSA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency, in the total amount of \$200,896.00, for the period of January 1, 2021 through December 31, 2022, for the reimbursement of employees' salaries, training and supplies.
- c. Requesting approval for the submission of a Victims of Crime Act (VOCA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$316,398.00 for the period of October 1, 2020 through September 30, 2023, for reimbursement of employee salaries and benefits.

**D. Court Administration:**

- a. Requesting approval of a proposal received from McCartney's for the purchase and installation of acrylic screens to protect against transmission of the COVID-19 Virus at District Court 24-3-04 (MDJ Blattenberger), in the total amount of \$1,146.00, to be paid with Pennsylvania Commission on Crime, and Delinquency (PCCD) Grant #33335 Funds.
- b. Requesting approval of a proposal received from Empire for the purchase and installation of two (2) TOA speakers near the front of Courtroom 6 to improve audio in the front of the courtroom, in the total amount of \$1,087.00, to be paid with Pennsylvania Commission on Crime and Delinquency (PCCD) Grant #33335 Funds.
- c. Requesting approval of a quote received from Johnson Controls Fire Protection LP for parts and labor to install and program an Addressable Fire Alarm Relay on the 2<sup>nd</sup> Floor Judges' Hallway Door, in the total amount of \$1,761.33, reimbursable through the Administrative Office of Pennsylvania Courts (AOPC).
- d. Requesting approval of a proposal received from Empire for parts and labor to install access control on two (2) doors controlling access to the 2<sup>nd</sup> Floor Judges' Hallway, in the total amount of \$6,156.00, reimbursable through the Administrative Office of Pennsylvania Courts (AOPC).
- e. Requesting approval of a quote received from Contract Hardware and Supply Inc. for a Courthouse Pivot Door Applied Stop for the swinging door on the 2<sup>nd</sup> Floor Judges' Hallway, in the total amount of \$1,089.91, reimbursable through the Administrative Office of Pennsylvania Courts (AOPC).

**E. Blair County Bridge #67/T-378 West Loop Road:**

Requesting approval for Notice to Proceed for Part 2, Final Design, for the Bridge Replacement Project, twelve (12) month duration, with anticipated Let Date of October 7, 2021.

11. **OLD BUSINESS**  
None

12. **ADJOURN**

**WORK SESSION: TUESDAY, FEBRUARY 2, 2021, 10:00 A.M.:**

Location: Participation 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 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:**

Scott Simmons and Melissa Harpster (Commissioners Office), Jenn Sleppy and Sarah Chuff (Finance), Rebecca Robinson (Purchasing), Mark Taylor (911E), Trina Illig (Social Services), Atle Walters (Victim/Witness), Janice Meadows (Court Administration), Brian Wiser (Keller Engineers), Rocky Greenland and Paul Shaffer (Public Works), Kay Stephens (Altoona Mirror), Helen Schmitt (Public) and AC Stickel (Controller).

**UPCOMING MEETINGS:**

Wednesday, February 3, 2021	9:00 a.m.	*Retirement Board
	10:30 a.m.	*Salary Board
Thursday, February 4, 2021	8:30 a.m.	*Park & Recreation Advisory Bd.
	10:00 a.m.	*Commissioners Business Session
Friday, February 5, 2021		
Monday, February 8, 2021		
Tuesday, February 9, 2021	10:00 a.m.	*Commissioners Work Session
	6:00 p.m.	Blair County Airport Authority (Contact airport for mtg. info.)

**APPROVAL OF MINUTES January 19 and 21, 2021:**

Commissioner Erb called for corrections or changes to the minutes of January 19 and 21, 2021. **There were no corrections or changes noted.**

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

**PUBLIC COMMENT:**

Commissioner Erb called for public comment.

Kay Stephens stated that according to the public notice advertised the Blair County Airport Authority meeting is scheduled to be held on Tuesday, February 9, 2021 beginning at 7:00 p.m. not 6:00 p.m. as listed above under Upcoming Meetings.

**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioners comments.

Commissioner Webster stated that she is very troubled with the State Department of Health regarding the availability and distribution of vaccine. She stated that the county has received so many promises from the state, but very little vaccine has made its way to Blair County. The state has fallen short on promises made with very few answers provided to us.

Commissioner Webster encourages everyone to continue to watch the county's websites for important updates and to continue contacting their primary care physicians and pharmacies for vaccine availability. Once the county does receive a sufficient quantity there are plans set to conduct a mass vaccine distribution site at the Blair County Convention Center.

Commissioner Burke – no comments noted.

Commissioner Erb stated that CareerLink has set up a temporary office at the downtown Altoona Transportation Center while the Altoona Library is still under construction from recent water damage.

**CONSENT AGENDA:**

**Resolution #025-2021:**

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- h. **Resignations:** Katelyn E. Taylor, Deputy Coroner, Coroner’s Office, \$80.00/shift/per diem, effective 01/14/2021; and Stacy J. Donaldson, FT, Probation Officer Aide I, APO, \$10.51/hr., effective 01/27/2021.
- i. **Furlough:** Kathy M. Bleicher, returning from furlough, PT, Tipstaff, Court Administration, \$10.51/hr., effective 02/01/2021.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #025-2021.

**STAFF REPORTS & SPECIAL BUSINESS**

**Weekly COVID-19 Update:**

Mark Taylor stated since his last update on January 26 there has been less than one-hundred (100) new coronavirus cases. He stated that the county’s positivity rate is currently 8.8%, with hospitalizations under fifty (50) however, there have been nineteen (19) deaths raising the total death count to two-hundred-sixty-six (266).

Mr. Taylor stated that the state as well as the county are keeping a close eye on the new strain of the virus, which is beginning to creep up in some areas. He stated that continued testing is very important.

Mr. Taylor stated that to date 4,528 individuals have received the vaccine, CVS Pharmacy will soon be wrapping up administering vaccinations to long-term care facilities, and most hospitals are finishing up with vaccinating hospital staff. He stated that once these vaccinations are completed it should free up vaccine for others.

Mr. Taylor stated that local pharmacies have begun administering vaccines and areas hospitals will soon be opening vaccine sites as well.

Discussion followed.

**Blair County Community Development Block Grant Program:**

Public Notice regarding changes to the CDBG-CV and the FY 2020 contracts.

Mrs. Illig stated that the county is required to disclose publicly the reallocation of project funding due to the administrative review of the county’s CBDG-CV application prior to receipt of a contract from DCED.

Mrs. Illig stated that after review of the county’s CBDG-CV application by the Pennsylvania Department of Community & Economic Development (DCED) the Department has advised that with the increased need of subsistence payments from households currently affected by the Coronavirus, all allocations previously made to allocate funding to Housing Rehabilitation will be reallocated to subsistence payments. One additional change reallocating CDBG-CV Hollidaysburg Borough funding from the Bel Air sidewalk improvement project to subsistence payments and FY 2020 Hollidaysburg Borough funding from Bel Air sidewalk improvement project to Housing Rehabilitation.

Mrs. Illig stated that the County of Blair on behalf of the Non-Entitlements and the Entitlement Municipalities of Antis Township, Blair Township, Frankstown Township, Greenfield Township, Hollidaysburg Borough and Tyrone Borough report to the public the following program allocations for the CDBG-CV funding allocation of \$556,738.00:

	Award	Admin	Project Funds	03F. Park, Recreation	05Q. Subsistence Payments	05W, Food Banks	05Z, Other Public Services
<b>Non-Entitlements</b>	\$166,152.00	\$29,907.00	\$136,245.00		\$136,245.00		
<b>Antis Township</b>	\$67,410.00	\$12,133.00	\$55,277.00	\$16,583.00	\$38,694.00		
<b>Blair Township</b>	\$62,039.00	\$11,167.00	\$50,872.00		\$50,872.00		
<b>Frankstown Township</b>	\$69,773.00	\$12,559.00	\$57,214.00		\$57,214.00		
<b>Greenfield Township</b>	\$61,179.00	\$11,012.00	\$50,167.00		\$40,117.00	\$5,000.00	\$5,050.00
<b>Hollidaysburg Borough</b>	\$65,513.00	\$11,792.00	\$53,721.00		\$53,721.00		
<b>Tyrone Borough</b>	\$64,672.00	\$11,640.00	\$53,032.00		\$51,532.00	\$1,500.00	
	<b>\$556,738.00</b>	<b>\$100,210.00</b>	<b>\$456,528.00</b>	<b>\$16,583.00</b>	<b>\$428,395.00</b>	<b>\$6,500.00</b>	<b>\$5,050.00</b>

Mrs. Illig stated that the county is required to disclose publicly the reallocation of project funding prior to receipt of a contract from DCED for FY 2020. The county was notified of an increase of funding under its FY 2020 funding allocation from \$905,802.00 to \$905,960.00 resulting in an increase in funding of \$158.00.

Mrs. Illig stated that the County of Blair on behalf of the Non-Entitlements and the Entitlement Municipalities of Antis Township, Blair Township, Frankstown Township, Greenfield Township, Hollidaysburg Borough and Tyrone Borough report to the public the following program allocations for the additional FY 2020 funding allocation of \$158.00:

	2020-Original Allocation	2020-Revised Allocation 12/15/20	Additional Funds	Activity Description	Original Allocation	Revised Allocation
Blair County	\$249,508	\$249,544	\$36.00	03C. Homeless Facilities	\$204,597.00	\$204,633.00
Antis Township	\$118,477	\$118,501	\$24.00	03K. Street & Drainage Improvements	\$68,007.00	\$68,031.00
Blair Township	\$97,351	\$97,368	\$17.00	14A. Housing Rehabilitation	\$79,828.00	\$79,845.00
Frankstown Township	\$127,771	\$127,797	\$26.00	03J. Water/Sewer Improvements	\$104,773.00	\$104,799.00
Greenfield Township	\$93,969	\$93,984	\$15.00	14A. Housing Rehabilitation	\$77,055.00	\$77,070.00
Hollidaysburg Borough	\$111,017	\$111,038	\$21.00	14A. Housing Rehabilitation	\$63,724.00	\$63,745.00
Tyrone Borough	\$107,709	\$107,728	\$19.00	14A. Housing Rehabilitation	\$78,322.00	\$78,341.00
<b>Total</b>	<b>\$905,802</b>	<b>\$905,960</b>	<b>\$158.00</b>		<b>\$676,306.00</b>	<b>\$676,464.00</b>

**Department of Social Services:**

Trina Illig requested approval of the FY 2020 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Grant Agreement between the County of Blair and the Pennsylvania Housing Finance Agency (PHFA) for the County of Blair, acting as the Grantee, to undertake the following activities as part of the Housing Assistance Program:

- \$50,000.00 Blair County Housing Assistance Program
- \$75,000.00 Blair County Water and Sewer Program
- \$25,000.00 Tartaglio Diversionary Housing Panel

Discussion followed.

**Finance:**

Rebecca Robinson requested approval for authorization to participate in the Costar's contract for the purchase of between 180 and 420 tons of sodium chloride (road salt) at a price to be determined by the bidding process for the participation period of August 2021 through July 2022, and authorization for the Blair County Procurement Specialist to submit the request on behalf of the County of Blair.

Ms. Robinson stated that this is a yearly request and without being part of the Costar's salt contract the county would have to bid out on their own or purchase from whatever company could provide us with salt at any given time. She stated that the tonnage price would be determined once the state has the total quantity they will be bidding for. Last year's rate was \$75.45/ton.

Ms. Robinson stated that approximately \$12,000.00 has been budgeted in 2021 for road salt.

**Blair County Victim/Witness Office:**

- a. Atle Walters requested approval of a renewal Maintenance and Service Agreement between the County of Blair and the PA District Attorney's Institute for the PA SAVIN Program within the Victim/Witness Office, in the amount of zero dollars, for the period of January 1, 2021 through December 31, 2021.

Ms. Walters stated that the PA SAVIN Program has been used within the Victim/Witness Office for at least the past ten (10) years. She stated that there is no cost to the county associated with this renewal agreement.

Discussion followed.

- b. Atle Walters requested approval for the submission of a Rights and Services Act (RASA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency, in the total amount of \$200,896.00, for the period of January 1, 2021 through December 31, 2022, for the reimbursement of employees' salaries, training and supplies.

Discussion followed.

- c. Atle Walters requested approval for the submission of a Victims of Crime Act (VOCA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$316,398.00 for the period of October 1, 2020 through September 30, 2023, for reimbursement of employee salaries and benefits.

Discussion followed.

**Court Administration:**

- a. Janice Meadows requested approval of a proposal received from McCartney's for the purchase and installation of acrylic screens to protect against transmission of the COVID-19 Virus at District Court 24-3-04 (MDJ Blattenberger), in the total amount of \$1,146.00, to be paid with Pennsylvania Commission on Crime, and Delinquency (PCCD) Grant #33335 Funds.

Mrs. Meadows stated that the installation of screens around Magisterial District Judge Blattenberger's bench will aide in social distancing during court proceedings. She stated that amount would be paid with PCCD Grant Funds.

- b. Janice Meadows requested approval of a proposal received from Empire for the purchase and installation of two (2) TOA speakers near the front of Courtroom 6 to improve audio in the front of the courtroom, in the total amount of \$1,087.00, to be paid with Pennsylvania Commission on Crime and Delinquency (PCCD) Grant #33335 Funds.

Mrs. Meadows stated that there is a need for the installation of two (2) speakers at the front of the Courtroom 6 so that the Judge and participants can hear behind the bench screens during remote proceedings. She stated that the speakers are located in the back of the courtroom, and while the computer interface box installed in the courtroom was helpful to recordings and amplification during remote proceedings it impacted the sound system at the front of the courtroom.

Mrs. Meadows stated that without speakers in the front of the courtroom, the sound is turned up so loud that it affects the areas in the back of the courtroom; including that of Judge Bernard's chambers and hallway. She stated that the associated cost would be paid with PCCD Grant Funds.

- c. Janice Meadows requested approval of a quote received from Johnson Controls Fire Protection LP for parts and labor to install and program an Addressable Fire Alarm Relay on the 2<sup>nd</sup> Floor Judges' Hallway Door, in the total amount of \$1,761.33, reimbursable through the Administrative Office of Pennsylvania Courts (AOPC).
- d. Janice Meadows requested approval of a proposal received from Empire for parts and labor to install access control on two (2) doors controlling access to the 2<sup>nd</sup> Floor Judges' Hallway, in the total amount of \$6,156.00, reimbursable through the Administrative Office of Pennsylvania Courts (AOPC).
- e. Janice Meadows requested approval of a quote received from Contract Hardware and Supply Inc. for a Courthouse Pivot Door Applied Stop for the swinging door on the 2<sup>nd</sup> Floor Judges' Hallway, in the total amount of \$1,089.91, reimbursable through the Administrative Office of Pennsylvania Courts (AOPC).

Mrs. Meadows stated that items c, d, and e tie in together for one project. She stated that the door on the second floor of the new section of the courthouse is a swinging door with no access controls. She stated that the door leads to Judge Bernard's chambers and back the hallway to the inmate elevator and on to President Judge Doyle's chambers.

Mrs. Meadows stated that Sheriff Ott is very concerned about the access to the hallway by anyone in the courthouse. She stated that the goal is to convert the swinging door with a solid door to a secure door with swipe card access and a swipe key to Judge Bernard's chambers.

Mrs. Meadows stated that the installation would tie into the courthouse fire alarm system and the door would release in the event of an emergency. She stated that the cost of the project would be reimbursed through the Administrative Office of Pennsylvania Courts (AOPC).

Discussion followed.

**Blair County Bridge #67/T-378 West Loop Road:**

Brian Wisner requested approval for Notice to Proceed for Part 2, Final Design, for the Bridge Replacement Project, twelve (12) month duration, with anticipated Let Date of October 7, 2021.

Discussion followed.

**OLD BUSINESS:**

None

**ADJOURN:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk