

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, JULY 19, 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. **UPCOMING MEETINGS**

Wednesday, July 20, 2022	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B, 2 nd Floor)
	10:00 a.m.	SAP&DC Board Meeting (Commission's Office)
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, July 21, 2022	8:30 a.m.	*Prison Board (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, July 22, 2022		
Monday, July 25, 2022		
Tuesday, July 26, 2022	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)
6. **APPROVAL OF MEETING MINUTES** – 06/28/22, 06/30/22, 07/05/22, 07/07/22 and 07/12/22
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **CONSENT AGENDA**

Resolution #255-2022:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
07/19/22	220719cy	\$51,185.90
07/19/22	220719ss	\$138,049.03
07/19/22	220719ww	\$251,296.06

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$625.30.
- UPMC Altoona, in the total amount of \$4,084.41.

- b. Ratification of the following seven-7 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
07/13/2022	220713CY	\$44.00
07/14/2022	220714HR	\$23,845.38
07/11/2022	220711ML	\$31,882.03
07/06/2022	220706RF	\$1,098.68
07/11/2022	220711FS	\$3,469.58
07/06/2022	220706FN	\$7,975.08
07/07/2022	220707HR	\$12,944.84

- c. Ratification of Total Payroll for the Check Dated 07/14/22, in the total amount of \$814,547.22.

d. **2022 Budget Transfer:** Charges received from Justifacts for June 2022.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$80.25	012012-42000 Adult Parole and Probation
01101GCO-42000 General County Operations	\$120.28	762011-42000 Adult Parole and Probation
01101GCO-42000 General County Operations	\$212.53	012011-42000 Adult Parole and Probation
01101GCO-42000 General County Operations	\$98.28	01107-42000 Assessment
01101GCO-42000 General County Operations	\$228.56	013201-42000 CYF
01101GCO-42000 General County Operations	\$188.53	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$112.28	01160185-42000 Court Administration
01101GCO-42000 General County Operations	\$105.28	01160CO-42000 Custody
01101GCO-42000 General County Operations	\$112.28	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$105.28	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$58.25	01150-42000 Register and Recorder
01101GCO-42000 General County Operations	\$116.28	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$75.25	75504-42000 Social Services

e. **Sheriff's Office:** Requesting approval of one-1 Penn State Altoona student intern, Christopher Piner, for the period of 08/22/22 through 12/11/22, (400 hours) for credit only and at no cost to the county.

f. **Employment:** Makayla L. Grum and Clara M. Rininger, FT, Department Clerk I, Domestic Relations, \$11.03/hr., effective 07/18/22; Lawrence A. Hagg, FT, Seasonal, Public Works/Highway, Groundskeeper, \$13.40/hr., effective 07/22/22, and Julie L. Dively, From FT, Tipstaff, Judge Bernard, \$11.58/hr., To, FT, Judicial Secretary, Judge Milliron/pool, \$12.16/hr., effective 07/18./22.

g. **Resignations:** Roderick Taylor, FT, Corrections Officer, Prison, \$16.87/hr., effective 06/21/22; Cecelia M. St. Clair, FT, Fiscal Operations Officer I, Social Services, \$50,549.72/yr., effective 07/08/22; Shar A. Burdick, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 07/12/22; Justin D. Shickman, FT, Assistant DA, DA's Office, \$50,278.02/yr., effective 07/15/22; Brenda M. Hoover, FT, Caseworker I, CYF, \$32,560.06/yr., effective 07/22/22; and Zachary S. Rumberger, FT, Parole & Probation Officer, APO, \$31,785.00/yr., effective 07/22/22.

10. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Blair County Bridge 70 (Over South Poplar Run/Greenfield Township):**

Requesting approval for the submission of a Joint Application for Pennsylvania Chapter 105 Water Obstruction and Encroachment Permit and U.S. Army Corps of Engineers Section 404 Permit to the Commonwealth of PA Department of Environmental Protection and Department of Army Corps of Engineers for the Blair County Bridge 70 (Over South Poplar Run/Greenfield Township) Rehabilitation Project.

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

i. Requesting approval for the submission of the Civil Rights Compliance Licensing Renewal Questionnaire to the Commonwealth of Pennsylvania, Department of Human Services by the County of Blair, Department of Children, Youth and Families (CYF).

ii. Requesting approval for the submission of the Blair County Children, Youth and Families FY 20-21 ACT 148 4th Quarter Expenditure Report Certification Statement to the Commonwealth of Pennsylvania for the period of April 1, 2021 through June 30, 2021 and the FY 20-21 Fiscal Summary for the period of July 1, 2020 through June 30, 2021.

iii. Requesting approval of a Lease Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Family Services Incorporated for leased space at 1701 6th Ave, Rear Apt #1, Altoona PA 16602, in the monthly amount of \$829.00, with the rental amount for partial months prorated based upon the daily rental amount of \$26.75, for the period of July 15, 2022 through August 15, 2022. Said lease will be on a month to month basis and will automatically renew unless either party gives notice to terminate as outlined in said lease agreement.

C. **Department of Emergency Services:**

Requesting approval of a two-2 Facility Event Agreements between the County of Blair, on behalf of the Department of Emergency Services and the Blair County Convention Center for the county-wide Airport Tabletop Exercise and the TRANSCAR Exercise as follows:

County-wide Airport Tabletop 08/03/22 Move In 3 pm/Move out 10 pm	Ballrooms 1 & 2 and meal	Not to exceed \$3,664.00 (\$2,931.20 reimbursed 80% from the HMEP Grant. \$732.80 to be paid from the LEPC Hazardous Materials Fund).
TRANSCAR Exercise 08/18/22 Move In 3 pm/Move out 10 pm	Ballrooms 1 & 2 and meal	Not to exceed \$3,700.00 (\$2,960.00 reimbursed 80% from the HMEP Grant, and the hazardous protection program paying the additional 20%).

D. **Social Services:**

- i. Requesting approval of the FY 22/23 County of Blair Human Services Block Grant Annual Plan.
- ii. Requesting approval of a quote received from Pannier Graphics for the purchase of an interactive sign, post and frame, in the total amount of \$1,146.00, to be placed at the existing pavilion located at the Fort Roberdeau Historic Site as part of the FY 2017 CDBG demolition of the Sinking Valley Grange Hall #484 project’s mitigation agreement between the County of Blair and the Pennsylvania State Historic Preservation Office.
- iii. Requesting approval for the submission of a FY 2020 Community Development Block Grant Budget Revision to the Commonwealth of PA, Department of Community and Economic Development (DCED) as follows:

Contract #C000077647

Frankstown Township

1. Reduce existing activity for Housing Rehabilitation from \$39,799.00 to \$38,098.30 (including delivery costs) for a total deduction of \$1,700.70.
 2. Increase existing activity for Old Frankstown Road Sewer Line Extension from \$75,000.00 to \$76,700.70 (including delivery costs) for a total increase of \$1,700.70.
- iv. Requesting approval for the submission of a FY 2018 Community Development Block Grant Budget Revision to the Commonwealth of PA, Department of Community and Economic Development (DCED) as follows:

Contract C000071558

Non-Entitlements

1. Reduce existing activity for Woodbury Township – Piney Creek/Ridge Road Water Lateral Installations from \$11,533.58 to \$11,133.58 (including delivery costs) for a total deduction of \$400.00.
2. Increase existing activity for Housing Rehabilitation (Non-Entitlements) from \$104,119.85 to \$104,519.85 (including delivery costs) for a total increase of \$400.00.

E. **Blair County Court Administration:**

Requesting approval for the submission of a FY 2022 Pennsylvania Commission on Crime and Delinquency (PCCD) County Reentry Strategic Planning Grant Application, in the total amount of \$14,960.00, to assist the county’s Reentry Coalition to develop a Reentry Strategic Plan in accordance to PCCD guidelines.

F. **Prothonotary:**

Requesting approval of a Contract for Services between the County of Blair, on behalf of the Blair County Prothonotary Office and Gila LLC d/b/a Municipal Services Bureau (MSB) for online payment acceptance, including credit/debit and E-check payments as outlined in Exhibits A & B to said contract at no cost to the county.

G. Human Resources:

Requesting approval of a host Worksite Agreement between the County of Blair and Goodwill of the Southern Alleghenies, Inc. for the Adult, Transition to Work Experience (TWE) and Youth, Paid Work Experience (PWE) Programs.

H. Commissioner's Office:

Requesting approval to Rescind Resolution 53-2016 and to Amend Resolution 355-2015 to include the following updates to the Right to Know Law Fee Schedule effective immediately as outlined below:

<u>RECORD TYPE/DELIVERY METHOD</u>	<u>FEE</u>
8.5" x 11" or 8.5" x 14" black and white (single- or double-sided) FIRST 1,000	\$0.25 per copy
8.5" x 11" or 8.5" x 14" black and white (single- or double-sided) ABOVE 1,000	\$0.20 per copy
8.5" x 11" or 8.5" x 14" color (single-sided or one side of double-sided)	\$0.50 per copy
Specialized Documents (i.e., non-standard size referenced above)	Actual cost
CD/DVD	Actual cost not to exceed \$1.00 per disc
Flash Drive	Actual Cost
Facsimile	Up to actual cost taking into account whether it is necessary to print pages in order to fax them
Other Media	Actual cost
Postage	Actual cost of USPS first-class postage
Certification	\$5.00 per record

I. Park and Recreation Advisory Board:

- i. Requesting approval for the acceptance of bids received for the removal of identified hazardous trees and stumps at Valley View Park with the award of bid to Henry Enterprises, Inc. (d/b/a Yingling's Tree Service), the lowest responsible bidder meeting specifications, in the total amount of \$14,430.00.
- ii. Requesting approval for an allocation of an amount not to exceed \$2,000.00 of Park and Recreation Reserve Account Funds #035 for the purchase of supplies to install forty-six (46) trail signs at Valley View Park.

11. **OLD BUSINESS**

12. **ADJOURN**