

**WORK SESSION: TUESDAY, DECEMBER 5, 2023, 10:00 A.M.**

Location: Commissioners Meeting Room, Basement.

*\*Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial-1-301-715-8592 or-1-646-876-9923, enter meeting number 966 3545 3323, and enter the meeting passcode 423423.*

**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 Assistant Solicitor Jeff Muriceak.

**Members Absent:**

Solicitor Karn

**Others Present:**

A.C. Stickel (Controller), Melena Koegler (Human Resources), Cris Frederickson (911/EMA), Paul Shaffer (Public Works), Courtney Sable (Records Management), Joseph Zolna, David Reese, and Charlotte Eichelberger, (Central PA Human Society), Jillian Haggerty (WTAJ), Kay Stephens (Altoona Mirror), Brandon Meck and Lindsay Dempsey (Finance), Mindy Hostler (CYF), David Kessling (Public), Tricia Johnson (Social Services), Sheriff James Ott (Sheriff’s Office), Allison Senkevich (Commissioners Office).

**Upcoming Meetings:**

Wednesday, December 6, 2023	9:00 a.m.	*Retirement Board (Commissioners Meeting Room)
	10:30 a.m.	*Salary Board (Commissioners Meeting Room)
	3:00 p.m.	Blair HealthChoices Meeting (At Blair HealthChoices)
Thursday, December 7, 2023	8:30 a.m.	*Park and Recreation Advisory Bd. (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall at the Fort)
Friday, December 8, 2023	1:00 p.m.	Blair County Airport Authority (At the Blair County Airport)
Monday, December 11, 2023		
Tuesday, December 12, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

**Executive Session Announcement:**

Chief Clerk Hemminger announced two-2 Executive Sessions. The first session was held on Thursday, November 30, 2023 at 10:15am with the 3 Commissioners, Chief Clerk Nicole Hemminger to discuss one employee discipline matter. The second session was held on Monday, December 4, 2023 at 10:00am with the 3 Commissioners, Chief Clerk Nicole Hemminger, Human Resources Director Katherine Swigart, Human Resources Manager Melena Koegler, and Assistant County Administrator Allison Senkevich to interview one candidate for an open position.

**Public Comment:**

Commissioner Erb called for public comment.

Joseph Zolna, President of the Central Pennsylvania Humane Society, expressed his appreciation for the Commissioner’s support of his submitting a grant application for Local Share Account funds.

**Commissioner Comments:**

Commissioner Erb called for commissioner comments. **There were no comments noted.**

**Consent Agenda:**

**Resolution 560-2023:**

a. Payment of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/05/2023	231205CO	\$22,758.88
12/05/2023	231205CY	\$77,923.17
12/05/2023	231205PP	\$1,560.00
12/05/2023	231205SS	\$312,876.74
12/05/2023	231205WW	\$445,999.92

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/01/2023	231201HI	\$501,761.05

12/01/2023	231201RA	\$219,202.33
12/01/2023	231201FN	\$117,016.69
11/30/2023	231130HR	\$12,122.30
11/28/2023	231128WT	\$1,560.00
11/24/2023	231124HR	\$5,098.73
11/27/2023	231127FS	\$859.25

- c. Ratification of Total Payroll for the Check Dated December 1, 2023, in the total amount of \$909,107.01
- d. **2023 Budget Transfers:** 2022 Airport Allocation.

From	\$	To
011101GCO-45500 General County Operations	\$22,500.00	36101-45500 Capital Reserve
- e. **2023 Budget Transfers:** Insurance Deductible fees from PCoRP.

From	\$	To
011101GCO-44960 General County Operations	\$10,000.00	012011-44960 APO
- f. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:** Requesting approval of ECMS submission, Estimate 009, in the total amount of \$199,015.52, received from Francis J. Palo, Inc. Expenses are partially reimbursable through the Road Map Fund.
- g. **Employment:** Turnbaugh, Douglas, FT, Custodian, Public-Works Facilities, \$16.22/hr., effective 12/4/23.
- h. **Resignations:** Hench, Taylor, FT, Corrections Officer, Prison, \$21.05/hr., effective 11/25/23; Smith, Stacey A., FT, Department Clerk I, \$11.03/hr., effective 11/26/23; Tremmel, Toni C., Accounts Payable Coordinator, Controller, \$14.78/hr., effective 11/26/23; Emigh, Patti J., FT, Temporary Department Assistant, CYF, \$11.68/hr., effective 11/27/23; Sheesley, Jacquelyn M., FT, Caseworker I, CYF, \$17.29/hr., effective 12/3/23.
- i. **Employment Status Change:** Singer, Horizan, from FT Telecommunicator Trainee, \$13.88/hr., to FT Telecommunicator, \$16.30/hr., effective 11/11/23.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Consent Agenda Resolution 560-2023.

**Staff Reports & Special Business:**

**Department of Emergency Services:**

Cris Frederickson requested approval of a FFY 2023/2025 Hazardous Materials Emergency Preparedness (HMEP) Grant Agreement (C950003917) Amendment, to include Year 2 (2024) approved projects, in the total award amount of \$12,760.00, for the performance period of 10/01/23 through 09/30/24.

Ms. Frederickson clarified this is for year two of a three year grant for the hazardous materials exercise and software for planning and response to hazard incidents.

Discussion followed.

**Children, Youth and Families:**

- i. Mindy Hostler requested approval of a FY 23/24 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Children, Youth and Families and Blair Family Solutions.

Discussion followed.

- ii. Mindy Hostler requested approval of a FY 23/24 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Children, Youth and Families and Community Specialists Corporation, d/b/a The Academy.

Discussion followed.

- iii. Mindy Hostler requested approval of a FY 23/24 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Children, Youth and Families and Summit School, Inc., d/b/a Summit Academy.

Discussion followed.

**Prison:**

Requesting approval of a Guardian RFID System Agreement Renewal by and between the County of Blair, on behalf of the Blair County Prison and Codex Corporation d/b/a Guardian RFID for continued use of the Guardian RFID System by licensing the software, purchasing the hardware and support services, and obtaining rights to use the web-based software as a service platform pursuant to said Agreement, in the amount(s) outlined in the Addendum B Fee Payment Schedule as listed below:

**ADDENDUM B  
FEE PAYMENT SCHEDULE**

Invoices will be sent from GUARDIAN RFID to the Customer based on the occurrence of certain events, as follows:

Fee Type*	Event Occurrence	Amount
<b>Extended Term One Renewal Fee** Date (04/02/2023)</b>	Annual SRF (Current Invoice 8806)	<b>\$3,500.00</b>
<b>Extended Term Two Renewal Fee** Date (04/02/2024)</b>	Annual SRF (Unless Agreement is terminated prior to renewal pursuant to Section 15)	<b>\$3,500.00</b>
<b>Extended Term Three Renewal Fee** Date (04/02/2025)</b>	Extended Term Three Renewal Fee** (Unless Agreement is terminated prior to renewal pursuant to Section 15)	<b>\$3,500.00</b>
<b>Modification Fee</b>	<i>[No such modifications contemplated as of the Effective Date.]</i>	<b>[N/A]</b>

These amounts do not include any taxes.

\*\* Renewal Fees represent the costs for renewing licenses to use the GUARDIAN RFID System for any Extended Terms and will be increased if the Customer chooses to make additional purchases from GUARDIAN RFID of additional Hardware or licenses for GUARDIAN RFID Software, access and use of the GUARDIAN RFID OnDemand platform, or Third-Party Software. In such case, GUARDIAN RFID will provide the Customer with an updated Addendum B at the time of such additional purchases, which will automatically amend and replace this Addendum B. In addition

Item removed from agenda, without discussion.

**Public Works/Highway:**

Paul Shaffer requested approval of a Permanent Easement by and between the County of Blair, and FirstEnergy for which electric service has been requested from Pennsylvania Electric Company (Penelec) for the Blair Senior Services Maintenance Facility, located at 271-281 Loop Road, Hollidaysburg, PA 16648, Tax Parcel Number 11.03-05..-004.00-000, Deed Book 1219, Page 340, containing 3.26 acres.

Commissioner Webster requested a clearer image of the property that will be part of this easement from KCI Engineers to have a better idea of where the right of way will be.

Discussion followed.

**Treasurer:**

Commissioner Bruce Erb, on behalf of the Treasurer's office, requested approval to establish a new interest-bearing account at First National Bank for PCHIPC Reserve funds.

Commissioner Erb explained that the County has taken the opportunity to take back a portion of our reserve funds, and due to the type of funds, the County needs to establish an interest-bearing account to be able to receive the funds.

Discussion followed.

**Park and Recreation Advisory Board:**

Chief Clerk Nicole Hemminger requested approval of an allocation of Park and Recreation Reserve Account Funds #035, in the total amount of \$1,236.00, for the purchase of four-4 Impact Baby Changing Tables for the restrooms at Valley View Park.

Chief Clerk Hemminger discussed that the Park and Rec Board is addressing the need for changing tables by putting two in the men's restrooms and two in the women's restrooms at Valley View Park. She also clarified this will be paid from the Park and Recreation Advisory Board fund.

Discussion followed.

**Social Services:**

Tricia Johnson requested approval to submit a preliminary request for additional CHIPP funding in the 24/25 fiscal year from the Office of Mental Health and Substance Abuse Services (OMHSAS) for expansion of services in Blair County.

Mrs. Johnson discussed the request for additional CHIPP funding was due to an increase for long-term residential availability in the County for those individuals who need more assistance than traditional residential housing.

Chief Clerk Hemminger reminded Mrs. Johnson and the board that this is an extremely competitive funding source and if the proposed use of funds doesn't fit the scope of State requirements, then funding may not be available.

Discussion followed.

**Old Business:**

None

**Adjourn:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk