

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, MARCH 19, 2024, 1:00PM.**

**Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial-1-309-205-3325 or-1-646-876-9923, enter meeting number 975 2311 2159, and enter the meeting passcode 339014.*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **EXECUTIVE SESSION ANNOUNCEMENT**
6. **APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES – 2/20 AND 2/22; 3/12 AND 3/14**
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **CONSENT AGENDA**

Resolution 143 – 2024:

- a. Payment of the following 4-Four Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/19/2024	240319CY	757,116.21
03/19/2024	240319SS	300,251.69
03/19/2024	240319WW	380,383.92
03/12/2024	240312CY	44,751.63

- b. Ratification of the following 10-Ten Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/14/2024	240314EH	19,599.60
03/14/2024	240314RA	300.00
03/13/2024	240313TC	494.00
03/12/2024	240312PC	21,649.54
03/12/2024	240317WC	3,400.00
03/11/2024	240311RF	660.01
03/11/2024	240311FS	750.37
03/08/2024	240229HR	6,886.36
03/08/2024	240215HR	9,556.97
03/08/2024	240208HR	11,271.07

- c. **2024 Budget Transfer:** To cover legal fees from Campbell Durrant from February 2024:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$4057.14	01209PO-44080 Prison

- d. **2024 Budget Transfer:** To cover fees from annual audit expenses:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44020 General County Operations	\$2,500.00	08607-44020 Fort Roberdeau

- e. **2024 Budget Transfer:** To cover maintenance on county vehicles:

<u>From</u>	<u>\$</u>	<u>To</u>
01103HW-44730 Highway	\$1,000.00	113201-44730 CYF

- f. **2024 Budget Transfer:** To cover January legal fees from Fanelli Willett:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$402.50	01101-44080 Commissioners

- g. **Resignations:** McCulley, Brian E., FT, Deputy, Controller, \$52,571.48 yearly figure, effective 3/15/24. Orona, Terri L., PT, Telecommunicator, Public Safety-911, \$18.78/hr., 19 hr. work week, effective 3/18/24. Lightner, Kurt W., PT, Corrections Officer (fill in), Prison, \$15.08/hr., 29 hr. work week, effective 3/21/24. Mosel-Miller, Tracy A., PT, Temporary Department Assistant, Controller, \$14.74/hr., 19 hr. work week, effective 3/22/2024.

- h. **Employments:** Conner, Debra J., Temporary, Temporary Department Assistant, Elections, \$11.00/hr., effective 3/18/2024. Eller, Courtney A., FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 3/18/2024. McNeal, Tynasia M. FT, Custody Processor, Custody, \$11.58/hr., effective 3/18/2024. Miller, Autumn L., FT, Gun Permit Clerk, Sheriff, \$12.16/hr., effective 3/18/2024. Miller, Megan L., FT, Correctional Case Manager, Prison, \$11.58/hr., effective 3/18/2024. Nebel, Michelle L., PT, Temporary, Temporary Caseworker II (Part Time) CYF, \$20.50/hr., Avg.19 hr. work week, effective 3/18/2024. Robison, Morgan L., FT, Administrative Support, District Attorney, \$11.58, effective 3/18/2024.

- i. **Status Changes:** Rocus, Tracey A., FT, Deputy Director, Domestic Relations, \$49,577.58 annually to \$49,577.58 plus \$92.29 per pay for out-of-class wages until the earlier of the pay period after M. Seifert returns from LOA (or max of 13 pay periods from effective day), effective 2/10/2024. Jendrezjewski, Z. Paul, Deputy, Sheriff, FT, \$16.65/hr., to Sergeant, Sheriff, FT, \$18.88/hr., effective 3/2/2024. Bickford, Megan K., Seasonal FT, Vector Control Specialist, Public Safety, \$18.73/hr., to \$19.52/hr., effective 3/18/2024 (returns for 2024 season).

10. **STAFF REPORTS & SPECIAL BUSINESS**

- a. **Prison:**
Requesting approval of change order #1 received from Montgomery Technology Systems LLC for the replacement of the slide gate and adjacent fencing at the Prison in the total amount of \$32,650.00.
- b. **Register of Wills/Recorder of Deeds:**
Requesting approval of the quote received from Optical Storage Solutions Inc. for professional services to migrate LANDEX images and data from existing servers to a new server configuration in the total amount of \$2,500.00 to be paid from the Recorder’s Record Improvement Fund.
- c. **Social Services:**
 - i. Requesting approval of the County of Blair Affordable Housing Trust Fund Program ` Disbursement to TEAM Effort for low to moderate income family home renovations in the total amount of \$20,000.00.
 - ii. Requesting approval to submit the 2023 Blair County MH/ID/EI Employees Compensation plan.
- d. **Public Safety:**
Requesting approval of the electronic submission of the FY 2024 EMPG (Emergency Management Performance Grant) Application for the performance period of October 1, 2023 to September 30, 2024.
- e. **Public Works - Highway:**
Requesting approval of a contract agreement between the County of Blair and Blair Auto & Power Equipment to sharpen two blades for the County Highway wood chipper, in the total amount of \$30.00.
- f. **Children, Youth, and Families:**
 - i. Requesting approval of the FY 22-23 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Lifespan Family Services. The cost will vary depending on the number of children in care, the number of days of care, and level of care required.
 - ii. Requesting approval of the FY 23-24 Renewal of Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and The Bair Foundation. The cost will vary depending on the number of children in care, the number of days of care, and the level of care required.
- g. **Human Resources:**
Requesting approval of the PComp 2023 Audited Payroll Reporting Form for the Pennsylvania Counties Worker’s Compensation Trust to certify the County’s 2023 payroll figures.
- h. **Victim/Witness:**
Requesting approval of the VOCA grant application for the period of 10/1/2024 through 9/30/2025 in the total amount of \$100,193.00.
- i. **Commissioners:**
 - i. Requesting approval of a Cancellation Request from Auto-Owners Insurance for the builder’s risk insurance for the Valley View Park Amphitheater Project, effective 8/21/2023.
 - ii. Requesting approval for acceptance of bids received for the 2024 Billboard lease for review, rejection, or award according to county code.

Bidder	Bid amount
Lamar Advertising of Penn LLC	\$4,260.00/annual

11. **OLD BUSINESS**

- i. Requesting approval of the Memorandum of Understanding between the County of Blair, on behalf of the Blair County Prison, and the Borough of Hollidaysburg to grant access to the jail management system.
- ii. Requesting approval for the rejection of the bid received for two-2 milk products for the Blair County Prison, requesting the approval of bid specifications for milk products and requesting re-advertisement.

12. **ADJOURN**

The next Board of Commissioners' Meeting will be held on Thursday, March 21 at 1:00 p.m. in the Commissioners' Public Meeting Room