

WORK SESSION: TUESDAY, JULY 11, 2023, 10:00 A.M.

Location: Commissioners Meeting Room, Basement.

**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#*

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:

Derek Flaig (Blair Senior Services), Jay Whitesel (Prison), David Kessling (Public), AC Stickel (Controller), Kay Stephens (Altoona Mirror), Lindsay Dempsie (Finance), Rebecca Robinson (Purchasing), Katherine Swigart and Melena Koegler (HR), Nicole Smith (Court Administration), Mindy Hostler (CYF), and Allison Senkevich and Melissa Harpster (Commissioners Office).

UPCOMING MEETINGS:

Wednesday, July 12, 2023

Thursday, July 13, 2023 10:00 a.m. *Commissioners Business Session
(Commissioners Meeting Room)

Friday, July 14, 2023 1:00 p.m. Airport Authority Meeting
(Blair County Airport)

Monday, July 17, 2023 7:30 p.m. Conservation District Board Mtg.
(Conservation District Office)

Tuesday, July 18, 2023 10:00 a.m. *Commissioners Work Session
(Commissioners Meeting Room)

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Hemminger announced that the three-3 Commissioners, the Assistant County Administrator, and she met at 10 am on Monday, July 10, 2023 to discuss one-1 open position.

APPROVAL OF MEETING MINUTES 06/27/23:

Commissioner Erb called for corrections or changes to the meeting minutes of June 27, 2023. **There were no corrections or changes noted.**

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

PUBLIC COMMENT:

Commissioner Erb called for public comment. **There were no comments noted.**

COMMISSIONER COMMENTS:

Commissioner Erb called for commissioner comments.

Commissioner Webster provided a “welcome to summer” and encouraged everyone to visit the many attractions that Blair County has to offer.

Commissioner Burke had no comments for today.

Commissioner Erb stated that he was happy to announce that the county would be receiving a record amount in Marcellus Shale funding. He stated that the county is to receive \$173,229.00, which is significantly higher than prior years.

CONSENT AGENDA:

Resolution 316-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
07/11/23	230711CY	\$395,959.63
07/11/23	230711SS	\$474,042.04
07/11/23	230711WW	\$872,443.11

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$297,778.00.

b. Ratification of the following fifteen-15 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
06/29/23	230629HR	\$30,898.40
07/01/23	230701FN	\$117,016.69
07/03/23	230703HI	\$518,921.52
07/03/23	230703WC	\$3,500.00
07/06/23	230705CO	\$20,184.13
07/05/23	230705WC	\$7,536.18
07/06/23	230705WW	\$33,571.44
07/06/23	230706HR	\$17,323.89
07/06/23	230706ML	\$29,683.83
07/10/23	230710FC	\$246,627.00
07/10/23	230710FS	\$3,175.00
07/06/23	230706RF	\$809.61
06/30/23	230630ET	\$1,872.09
06/29/23	230629RF	\$2,838.53
07/03/23	230703FS	\$2,739.60

c. Ratification of Total Payroll for the Check Dated June 30, 2023, in the total amount of \$832,984.13.

d. **2023 Budget Transfer:** Charges received from Nygren Training Solutions for June 8, 2023.

From	\$	To
01105-42070 Human Resources	\$156.27	012012-42070 APO Satellite
01105-42070 Human Resources	\$156.27	01107-42070 Assessment
01105-42070 Human Resources	\$156.27	01101-42070 Commissioners
01105-42070 Human Resources	\$156.27	01101623-42070 Conservation District
01105-42070 Human Resources	\$156.27	01152-42070 Coroner
01105-42070 Human Resources	\$156.27	01155-42070 Costs and Fines
01105-42070 Human Resources	\$156.27	013201-42070 CYF
01105-42070 Human Resources	\$156.27	34156-42070 Domestic Relations
01105-42070 Human Resources	\$156.27	011062-42070 Elections
01105-42070 Human Resources	\$156.27	01113-42070 GIS
01105-42070 Human Resources	\$312.54	01202-42070 JPO
01105-42070 Human Resources	\$468.81	01209PO-42070 Prison
01105-42070 Human Resources	\$156.27	01153-42070 Prothonotary
01105-42070 Human Resources	\$156.27	011192-42070 Records Management
01105-42070 Human Resources	\$156.27	01150-42070 Register and Recorder
01105-42070 Human Resources	\$156.27	01151-42070 Sheriff
01105-42070 Human Resources	\$312.54	75504-42070 Social Services
01105-42070 Human Resources	\$156.26	01111-42070 Tax Claim
01105-42070 Human Resources	\$156.26	01109-42070 Treasurer
01105-42070 Human Resources	\$156.26	01603-42070 Veteran Affairs

e. **2023 Budget Transfer:** Charges received from Justifacts for June 2023.

From	\$	To
01101GCO-42000 General County Operations	\$125.10	012012-42000 APO Satellite
01101GCO-42000 General County Operations	\$576.55	013201-42000 CYF
01101GCO-42000 General County Operations	\$238.20	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$73.10	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$98.75	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$308.50	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$117.75	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$159.10	75504-42000 Social Services
01101GCO-42250 General County Operations	\$27.07	08607-42250 Fort Roberdeau

f. **2023 Budget Transfer:** Charges received for a February worker's compensation claim received from MedExpress.

From	\$	To
01101GCO-42000 General County Operations	\$90.00	762012-42000 Adult Parole and Probation

g. **2023 Budget Transfer:** Arbitration fees for a labor matter.

From	\$	To
01101GCO-44080 General County Operations	\$4,150.83	44122-44080 Public Safety-911

h. **2023 Budget Transfer:** Legal fees received from Campbell Durrant for the month of May 2023.

From	\$	To
01101GCO-44080 General County Operations	\$4,031.36	01209PO-44080 Prison

i. **2023 Budget Transfer:** Legal fees received from McNees Wallace for the period ending May 31, 2023.

From	\$	To
01101GCO-44080 General County Operations	\$510.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1050.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$240.00	34156-44080 Domestic Relations
01101GCO-44080 General County Operations	\$240.00	01105-44080 Human Resources
01101GCO-44080 General County Operations	\$360.00	01160ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$510.00	01160WK-44080 Judge Kagarise
01101GCO-44080 General County Operations	\$810.00	01103BM-44080 Building Maintenance
01101GCO-44080 General County Operations	\$540.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$210.00	44122-44080 Public Safety - 911
01101GCO-44080 General County Operations	\$2790.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$2370.00	01101-44080 Commissioners

j. **2023 Budget Transfer:** By-enrollee charges for Decoplan grant-writing training that occurred during the month of April 2023.

From	\$	To
01105-42070 Human Resources	\$31.25	01151-42070 Sheriff
01105-42070 Human Resources	\$31.25	762012-42070 APO Satellite
01105-42070 Human Resources	\$31.25	01152-42070 Coroner
01105-42070 Human Resources	\$62.50	013201-42070 CYF
01105-42070 Human Resources	\$31.25	013202-42070 CYF Annex
01105-42070 Human Resources	\$31.25	08607-42070 Fort Roberdeau
01105-42070 Human Resources	\$62.50	75504-42070 Social Services
01105-42070 Human Resources	\$31.25	01603-42070 Veteran Affairs
01105-42070 Human Resources	\$31.25	012011-42070 APO
01105-42070 Human Resources	\$62.50	01202-42070 JPO
01105-42070 Human Resources	\$31.25	01164711-42070 Victim Witness
01105-42070 Human Resources	\$31.25	01101-42070 Commissioners
01105-42070 Human Resources	\$31.25	01112-42070 Controller

- k. **Blair County Bridges 87, 88, 89, & 92/County Road 101 Project:** Requesting approval for payment of Contractor's Application for Payment #6 and #7 received from Francis J. Palo, Inc., in the amounts of \$133,366.60 and \$76,716.60, respectively.
- l. **Valley View Park Amphitheater Project:** Requesting approval for payment of the following two-2 Contractor's Application for Payment #1 received from John Claar Excavating, Inc., in the amount of \$101,339.59, and Stelco, Inc., in the amount of \$27,238.17, respectively.
- m. **Judge Bernard's Chambers:** Requesting approval of one-1 Penn State Altoona student intern, Jazzmine McCauley for the period of August 21, 2023 through December 1, 2023 (200 hours). Internship is for credit only and at no cost to the county.
- n. **Blair HealthChoices:** Requesting approval for the reappointment of Bruce R. Erb and Paul Querry to the Blair HealthChoices Board of Directors for the period of July 1, 2023 through July 1, 2026.
- o. **Resignations:** Ricard Cruz Jr., FT, Corrections Officer, Prison, \$21.05/hr., effective 06/02/23; Christopher A. Charles, Corrections Officer, Prison, \$22.16/hr., FT, effective 07/12/23; Shelby N. Gearhart, FT, Deputy, Sheriff, \$15.52/hr., effective 07/12/23; Megan J. Nixon, FT, Administrative Support, District Attorney, \$11.72/hr., effective 07/13/23; Autumn C. Emswiler, PT, Caseworker II, Children, Youth, and Family, \$17.29/hr., effective 07/13/23; Evan L. Cottle, FT, Advocate, Victim Witness, \$13.40/hr., effective 07/14/23.
- p. **Employment Status Change:** Terri L. Orona, FT, Telecommunicator, Public Safety-911, 35.0 hours per week, \$18.78/hr., To, PT, Telecommunicator, 19.0 hours per week; Sharon L. Henry, FT, Case Manager, Domestic Relations, 35.0 hours per week, \$15.52/hr., To, Department Clerk I, \$11.20 per hour; Catherine A. Livingston, FT, Clerk Typist I – Receptionist, CYF, 37.5 hours per week, \$10.49/hr., To Clerk Typist II – Court Aide, \$11.13/hr.; and Ethan W. Carn, FT, Telecommunicator, Public Safety-911, 40 hours per week, \$16.30/hr., To, FT, Deputy, Sheriff, \$15.52/hr.

Commissioner Burke noted her abstention on the payment of invoices to Blair Senior Services.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 316-2023 with the abstention as noted.

STAFF REPORTS & SPECIAL BUSINESS:

Blair Senior Services:

- i. Derek Flaig requested approval of a Contract for the Medical Assistance Transportation Program (MATP) for Federal Fiscal Year 2023/2024 between the County of Blair and Blair Senior Services, for the period of July 1, 2023 through June 30, 2024.

Mr. Flaig stated this is an annual request.

Discussion followed.

Commissioner Burke noted her abstention on voting due to a conflict of interest.

Resolution 317-2023: Approving a Contract for the Medical Assistance Transportation Program (MATP) for Federal Fiscal Year 2023/2024 between the County of Blair and Blair Senior Services, for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 317-2023, with abstention as noted.

- ii. Derek Flaig requested approval of a Grant Agreement & Assurance of Compliance for Medical Assistance Transportation Program (MATP) Participation between the County of Blair and Blair Senior Services for the period of July 1, 2023 through June 30, 2024.

Mr. Flaig stated that this also an annual request.

Solicitor Karn stated that the request is actually for a Grant Agreement & Assurance of Compliance for Medical Assistance Transportation Program (MATP) Participation between the County of Blair and the Commonwealth of Pennsylvania, Department of Human Services, not the County of Blair and Blair Senior Services.

Discussion followed.

Resolution 318-2023: Approving a Grant Agreement & Assurance of Compliance for Medical Assistance Transportation Program (MATP) Participation between the County of Blair and the Commonwealth of Pennsylvania, Department of Human Services for the period of July 1, 2023 through June 30, 2024.

Commissioner Burke noted her abstention on voting, due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 318-2023, with the abstention as noted.

Ballpark Improvement Fund:

Requesting approval of the Assignment of Ballpark Improvement Fund Agreement between the Altoona Blair County Development Corporation, County of Blair, Lozinak Professional Baseball, LLC, The Lakemont Partnership, The Blair County Convention and Sports Facility Authority, and DBH Altoona.

Chief Clerk Hemminger asked that this item be moved to the Business Session Agenda of July 13, 2023.

Department of Emergency Services:

Mark Taylor requested approval of a quote received from Compliance Associates, Inc., d/b/a CAI Inc., for the design, programming and facilitation of one-1 County of Blair Functional Tabletop Exercise in 2023 regarding the transportation of hazardous materials, in the total amount of \$7,200.00. (HMEP \$5,760.00 and LEPC \$1,440.00)

Mr. Taylor stated the tabletop exercise is an annual event conducted pertaining to the transportation of hazardous materials. He stated that the 80% of the amount of the exercise will be paid with HMEP funds and the remaining 20% will be reimbursed by the LEPC.

Discussion followed.

Prison:

Jay Whitesel requested approval of a Memorandum of Understanding (MOU) between the Cambria County Prison and the County of Blair for temporary housing of juvenile male inmates that are criminally charged and legally detained by Blair County at the rate of \$150.00/day per juvenile and \$37.83/hour per officer (two officers per transport) for any transportation.

Chief Clerk Hemminger stated Solicitor Karn did have opportunity to review the MOU.

Discussion followed.

Children, Youth and Families:

- i. Mindy Hostler requested approval of a Purchase of Service Agreement between the County of Blair on behalf of Blair County Children, Youth and Families and Evey Black Attorneys LLC for legal representation, both consultative and court appearances at the rate of \$120.00 per hour for the period of July 1, 2023 through June 30, 2024.

Ms. Hostler stated that this is an annual renewal agreement and that the rate remains the same as the prior year.

- ii. Mindy Hostler requesting approval of 2-two Agreements for Payment of Legal Services between the County of Blair on behalf of Blair County Children, Youth and Families and Brian Grabill, Esq. and Ashley Passarello, Esq. for legal services for the/all child (ren) to which the Attorney is assigned pursuant to the aforementioned Court Order at the rate of \$85.00/per hour for the period of July 1, 2023 through June 30, 2024.

Ms. Hostler stated that this is an annual renewal agreement and that the rate remains the same as the prior year.

- iii. Mindy Hostler requested approval of a FY 2023/2024 Agreement for Payment of Legal Services between the County of Blair, Blair County Children, Youth, and Families and Forr, Stokan, Huff, Karmanski, and Naugle.

Chief Clerk Hemminger stated that the agreement is for guardian ad litem services.

Discussion followed.

- iv. Mindy Hostler requested approval of a FY 2023/2024 Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth, and Families and Dr. Terry O'Hara, PH.D.

Ms. Hostler stated that the agreements are annual renewal agreements.

- v. Mindy Hostler requested approval of a FY 2022/2023 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Bethanna, Inc.

Ms. Hostler stated that the agreements are annual renewal agreements.

- vi. Mindy Hostler requested approval of a FY 2022/2023 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and City Missions Living Stones, Inc.

Ms. Hostler stated that the agreements are annual renewal agreements.

- vii. Mindy Hostler requested approval to ratify the enrollment into an annual contract between the County of Blair, Blair County Children, Youth, and Families and Survey Monkey.

Discussion followed.

Court Administration:

- i. Nicole Smith requested approval of a quote received from GovConnection, Inc., for six-6 polycoms for Magisterial District Judge Offices, in the total amount of \$13,829.46. The Administrative Office of Pennsylvania Courts (AOPC) will reimburse the project in the total amount of \$13,093.46.

Ms. Smith stated that she received an email confirming that AOPC will reimburse the project in the amount of \$13,093.46. The grant from AOPC will be presented at a future meeting.

Discussion followed.

- ii. Nicole Smith requested approval of a service agreement with Spanish-speaking interpreter, Maribal Pintado Espiet, for Spanish speaking litigants per the fee schedule below:

Interpretation Time	\$70.00/hour (two hour minimum)
Travel Time	\$35.00/hour (billable on roundtrip over two hours)
Mileage Reimbursement	\$0.65/mile

Commissioner Erb asked Ms. Smith if she could estimate how many times per year, interpreter services are used. Ms. Smith stated that should could provide the board with an exact number since she logs when services are used, but as a rough estimate for today, she would say at least once per month.

Commissioner Erb asked Ms. Smith to provide the board with an exact number prior to Thursday's meeting.

Discussion followed.

Human Resources:

Katherine Swigart requested approval of the Ratified Collective Bargaining Agreement between the County of Blair and SEIU Local 668 (Custodial/Highway/Maintenance Unit) effective January 1, 2023 through and including December 31, 2025.

Miss Swigart stated that prior to today's meeting she provided the Board with a copy of the significant changes to the Collective Bargaining Agreement for their review. She provided a verbal summary of the significant changes to those in attendance at the meeting.

Discussion followed.

Resolution 319-2023: Approving the Ratified Collective Bargaining Agreement between the County of Blair and SEIU Local 668 (Custodial/Highway/Maintenance Unit) effective January 1, 2023 through and including December 31, 2025.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 319-2023.

Social Services:

Trina Illig requested approval to amend Resolution# 433-2022 approving the Submission of FY2022 CDBG Application to the Commonwealth of PA, Department of Community & Economic Development (DCED) to add language regarding repayment of the proportion deemed ineligible from non-federal resources.

Mrs. Illig stated that additional language is required to previously adopted Resolution #433-2022. She stated that if CDBG funds are determined by DCED to be expended on ineligible program costs or if they do meet a national objective, the county agrees to repay the proportion deemed ineligible from non-federal resources.

Discussion followed.

2022 Annual Audit:

Lindsay Dempsie requested approval of a request received from Zelenkofske Axelrod LLC to extend the completion date of the county's 2022 Annual Audit from June 30, 2023 to July 31, 2023.

Discussion followed.

Resolution 320-2023: Approving a request received from Zelenkofske Axelrod LLC to extend the completion date of the county's 2022 Annual Audit from June 30, 2023 to July 31, 2023.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 320-2023.

Blair County Bridge #70 Rehabilitation Project:

Nicole Hemminger requested approval of a six-6 month time extension for Parts 7 and 8 extending the contract expiration date from October 27, 2023 to April 27, 2024 to coincide with the construction schedule.

Discussion followed.

Commissioners Office:

- i. Allison Senkevich requested approval of a Letter of Support for the submission of an application for funding under the Federal Fiscal Year 2023/2024 Community Traffic Safety Project Agreement by the Cambria Allegheny Regional Highway Safety Network.

Mrs. Senkevich stated that this is an annual request and there is no cost to the county.

Discussion followed.

- ii. Allison Senkevich requested approval to submit an advertisement for the 2023 Sale of County-Owned Assets in the Altoona Mirror.

Mrs. Senkevich stated that in order to submit the advertisement to the Altoona Mirror to run on Friday, she would ask that the board consider approval action today.

Discussion followed.

Resolution 321-2023: Approving to submit an advertisement for the 2023 Sale of County-Owned Assets in the Altoona Mirror.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 321-2023.

Public Works – Highway:

Requesting approval of an Easement Agreement between the County of Blair and the Altoona Water Authority for a newly constructed water line between Jackson Avenue and George Avenue in the City of Altoona.

Chief Clerk Hemminger stated that this item is not quite ready to move forward and asked that the item be moved to the Business Session Agenda of July 13, 2023.

OLD BUSINESS:

None

ADJOURN:

Meeting Adjourned,