

**BUSINESS SESSION: THURSDAY, DECEMBER 21, 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 Webster, Commissioner Burke and Chief Clerk Hemminger.

**Members Absent:**

Solicitor Karn, and Assistant Solicitor Muriceak.

**Others Present:**

Leslie Miller (Public), Rachel Foor (Altoona Mirror), Senator Judy Ward and Amanda Walker (Senator Ward's office), Brian Walters (Human Resources), Rebecca Robinson (Purchasing), A.C. Stickel IV (Controller), Carol Dannenberg (Hollidaysburg Watchdog), Melissa Harpster and Allison Senkevich (Commissioners Office) and Nate Taylor (Public Access Channel).

**Public Comment:**

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

**Special Presentations:**

Commissioner Bruce Erb presented Melissa Harpster with a Recognition Letter in honor of her retirement after 10 years of service to the County.

Senator Judy Ward presented Commissioner Bruce Erb with a citation from the Pennsylvania State Senate in honor of his retirement and for his service to the County.

**Unfinished Business:**

**Adoption of Resolutions:**

**Resolution 584-2023:** Approving a Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency (PEMA), 9-1-1 Statewide Interconnectivity Funding Grant Agreement, in the total award amount of \$598,688.70, for the projects listed below:

- \$ 97,776.08 for the SAC CHE Maintenance Project
- \$ 83,113.62 for the SAC Regional CAD Maintenance Project
- \$ 89,403.00 for the SCM ESINet Maintenance Project
- \$ 25,000.00 for Blair NG911 GIS Post Migration
- \$ 300,988.50 for Blair Microwave Hardware Refresh
- \$ 2,407.50 for Blair ILEC Post Migration Legacy

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 584-2023.

**Resolution 585-2023:** Approving a Professional Services Contract between the County of Blair, and Mission Critical Partners, LLC for professional consulting services for Next Generation 911 for the Southern Alleghenies 911 Cooperative (SAC) and the County of Blair as defined in Exhibit A to said contract, in the total fixed fee sum (including expenses) of \$29,820.00 to be invoiced quarterly for services rendered.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 585-2023.

**Resolution 586-2023:** Approving a Service Agreement between the County of Blair, Blair County 911 Center and Ravine Industries, for embroidered logo uniform shirts, in an amount not to exceed \$2,800.00 for the period of one-1 year.

Commissioner Burke commented that she preferred that all departments seek quotes even when services are below the purchasing threshold in order to get best pricing.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 586-2023.

**Resolution 587-2023:** Approving a Master Services Agreement between the County of Blair and Enformion for Enformion Products and location services and purposes as set forth in Exhibit A of said

agreement, for the County of Blair Domestic Relations Section and the County of Blair Tax Claim Bureau, effective the date of agreement signing for a period of five-5 years, in the total annual amount of \$3,319.00. (\$1,000.00 Tax Claim and \$2,219.00 Domestic Relations to be paid by the state).

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 587-2023.

**Resolution 588-2023:** Approving a Professional Services Agreement by and between the County of Blair, on behalf of the Board of Elections and NPC, Inc., for professional services related to managing data, printing, mailing and/or other related digital solutions and services for the 2024 Presidential Primary and Election as listed below:

Mail-In/Absentee Ballot Package with Windowed Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet)	\$1.55/mail package
Annual Mail-In Ballot Application Mailing	\$0.22/mail package
Flat Program Management & Set-up Fee per Election	\$7,500.00

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 588-2023.

**Resolution 589-2023:** Approving an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer, LLC for legal counsel services in assisting with the Blair County 2023 interim appeals and 2024 assessment appeals with respect to value, at the rate of \$165.00 per hour, plus overnight lodging reimbursement when necessary based upon court schedule or to minimize travel time, paid through the Blair County Assessment Office General Fund Budget, effective immediately and terminating on December 31, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 589-2023.

**Resolution 590-2023:** Approving a Blair County Assessment Office Printing and Mailing Services Agreement by and between the County of Blair and Spring Hill Laser Service's Group, for providing professional services for the processing, printing and mailing of the 2024 County and Municipal Tax Bills for a fixed rate of \$13,783.00 for multi-bill insertions for 61,100 estimated bills; and Optional Print/Insert/Mail Services not included in the total consideration as listed below:

**Additional print and insertion items (quantity 50,000):**

- a. 8.5" x 11" 24# white printed 1/0 – black ink tri-folded - \$2,038.14
- b. 8.5" x 11" 24# white printed 1/0 –color ink tri-folded - \$2,103.04
- c. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - \$2,400.48
- d. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - \$2,464.70
- e. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – black ink - \$960.00
- f. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – color ink - \$1,048.00
- g. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – black ink - \$1,071.00
- h. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 –color ink - \$1,132.00
- i. 8.5" x 11" 24# white printed 1/0 – black ink tri-folded – duplex - \$2,250.69
- j. 8.5" x 11" 24# white printed 1/0 –color ink tri-folded - duplex - \$2,315.59
- k. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - duplex - \$2,622.13
- l. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - duplex - \$2,686.35
- m. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – black ink - duplex - \$1,385.00
- n. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – color ink - duplex - \$1,555.00
- o. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – black ink – duplex - \$1,496.00
- p. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 –color ink – duplex - \$1,642.00

Postage costs will be borne by the County of Blair for the mailing.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 590-2023.

**Resolution 591-2023:** Approving the payment of an invoice dated December 7, 2023 for catering services rendered to the Social Services Advisory Board by David Binus Catering, in the total amount of \$240.00.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 591-2023.

**Resolution 592-2023:** Approving an amendment to the services agreement between the County of Blair and PMA Management Corp. for administration of run-off workers' compensation claims for the period of January 1, 2024 through December 31, 2024.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 592-2023 with changes as noted.

**Resolution 593-2023:** Approving a one-1 year renewal Administrative Services Agreement with Luminare Health (f/k/a Trustmark) for benefits/claims administration effective January 1, 2024, in the total amount of \$249,855.83. Said cost reflects a 0.53% increase from 2023 solely due to a non-negotiable increase in the Cigna Network Access Fee. All other costs remain the same as 2023 rates.

Brian Walters provided additional explanation of changes made to the agreement, which included charges for activation of an electronic database between Luminare and People One Health. The total amount increased to \$251,331.03 and the percentage increased to 1.12% or \$2,474.00 annual increase.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 593-2023, as amended.

**Resolution 594-2023:** Approving two-2 quotes received from ESRI for GIS software maintenance, in the total amount of \$1,668.39 (911E, \$144.66 and Courthouse, \$1,523.72) for the period of December 31, 2023 through January 31, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 594-2023.

**Resolution 595-2023:** Approving a contract renewal between the County of Blair and Permittium LLC, for the purpose of online License to Carry (LTC) application process and payment for Blair County residents, for the period of May 1, 2022 through April 30, 2023 at no cost to the county.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 595-2023.

**Resolution 596-2023:** Approving a contract renewal between the County of Blair and Permittium LLC, for the purpose of online License to Carry (LTC) application process and payment for Blair County residents, for the period of May 1, 2023 through April 30, 2024 at no cost to the county.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 596-2023.

**Resolution 597-2023:** Approving Construction Drawings for submission to Hollidaysburg Borough prepared by Keller Engineers for a new Rain Garden for the County of Blair located near the entrance of the employee-parking garage on Mulberry Street located within the Borough of Hollidaysburg.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 597-2023.

**Resolution 598-2023:** Approving an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$500.00, for the purchase of motion activated flood lighting.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 598-2023.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**Adjourn:**

Meeting Adjourned,

---

Nicole M. Hemminger, Chief Clerk