

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, AUGUST 13, 2019, 10:00 A.M.**

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENT REFLECTION**
- 3. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 4. APPROVAL OF MINUTES – TUESDAY, AUGUST 6, 2019**
- 5. PUBLIC COMMENT**
- 6. UPCOMING MEETINGS:**

Wednesday, August 14, 2019

Thursday, August 15, 2019	8:30 a.m.	Prison Board (Conference Room 2B, 2nd Floor)
	10:00 a.m.	Records Improvement Committee (Conference Room 2B, 2 nd Floor)

Friday, August 16, 2019

Monday, August 19, 2019

Tuesday, August 20, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Floor) CDBG Project Selection
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Wednesday, August 21, 2019	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Floor)
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Thursday, August 22, 2019	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Floor)
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Friday, August 23, 2019

Monday, August 26, 2019

Tuesday, August 27, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 nd Floor)
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Assessment Appeal Hearings will be held from 9:00 a.m. to 4:00 p.m., August 20, 21, 22, 27, 28, September 4, 5, 10, 11, 17, 18, 19, 25, 26, October 1, 2, 8, and 9, 2019 at the Blair County Assessment Office, 423 Allegheny St, Suite 041, Hollidaysburg, PA 16648.

- 7. COMMISSIONERS COMMENTS:**

- 8. CONSENT AGENDA:**

Resolution 325-2019:

- a. Payment of three (3) Warrant Lists dated August 12, 2019, in the amounts of \$341,036.23 #190813TL; \$50,050.04 #190813SS; and \$157,949.42 #190813CY, which include payment of the following invoices:
 - UPMC Altoona, in the total amount of \$35,596.50; and \$3,707.30.
- b. Ratification of three (3) Warrant Lists dated August 7, 2019, in the amounts of \$2,152.39 #190603FS; \$2,733.26 #190806FS; \$3,455.07 #190715FS; and one (1) Warrant List dated August 8, 2019, in the amount of \$279,496.92 #190806FC.
- c. **Blair County Bridge #67/West Loop Road:** Requesting approval of ECMS submission for payment of Invoice #3, Part 1, Preliminary Engineering, received from Keller Engineers, Inc., in the amount of \$6,832.98. Expense is 95% reimbursable and will be paid from Marcellus Shale Legacy funds.
- d. **Blair County Industrial Development Authority/Blair County General Authority:** Requesting approval for the resignation of Stephen A. Foremen from the Authorities, effective August 9, 2019. (Unexpired terms to July 24, 2022)
- e. **Blair County Industrial Development Authority/Blair County General Authority:** Requesting approval for the appointment of Ronald J. McConnell to the Authorities, filling the unexpired term of Stephen A. Foremen. Terms to expire July 24, 2022.
- f. **Employment:** Christopher M. Ellmann, PT Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 08/12/19; Autumn D. Hetrick, FT, Administrative Assistant, EMA, \$20,020.00/yr., effective 08/12/19; Bernice D. Cates, FT, Caseworker II, CYF, \$32,116.50/yr., effective 08/12/19; Lenaray R. Emeigh, Colin C. Schultz, Shain M. Fagan and Sharon L. Sudasna, FT, Caseworker I, CYF, \$30,381.00/yr., effective 08/12/19.

- 9. UNFINISHED BUSINESS:**

Adoption of Resolutions:

Resolution 306-2019: A resolution approving a FY 18/19 Purchase of Service Agreement (renewal) between the County of Blair, Blair County Children, Youth and Families and Family Services, Inc., at the rate of \$120.00 per day per child for the services provided below:

Free Shelter Services for males & females ages 12-17 for up to 21 days.
Drop-in nonresidential services
Daily group counseling 6-7 p.m. topics include: Healthy relationships, drug & alcohol issues, communicating with parents, Anger management and individual counseling.
Individual counseling
Family counseling
Life skills training
Recreational Activities: Arts & crafts, videos, board games, computer, video games.
Service learning project
Community referrals working closely with domestic abuse program and crime victims' services.
After care planning ongoing counseling available through family services counseling program.
After care home visits
Runaway prevention counseling

Resolution 326–2019: A resolution approving submission of the Blair County Children, Youth and Families' Narrative Signature Page for the proposed FY 19/20 Implementation Plan and the FY 20/21 Needs Based Plan and Budget.

10. OLD BUSINESS:

None

11. NEW BUSINESS:

Natural Gas Supplier:

Discussion concerning Customer Supply Agreement Proposals received from Snyder Brothers, Inc., and PESCO Energy for natural gas.

Valley View Park (AYSO) Soccer Fields:

Requesting approval per terms of the Valley View Soccer Fields Lease Agreement between the County of Blair and AYSO dated July 3, 2013, for the Altoona Area Junior High School (AAJHS) to rent from AYSO their soccer equipment stored at the soccer fields in the amount of \$350.00; and permission for use of the soccer fields by the AAJHS for soccer practices beginning the date of the Board of Commissioner's approval through October 21, 2019.

Blair County Sheriff/Altoona Police Department:

Requesting approval of a Memorandum of Understanding between the County of Blair and the City of Altoona, acknowledging and supporting the submission of a 2019 Justice Assistance Grant (JAG) Application by the City of Altoona and the Blair County Sheriff Department in the amount of \$13,297.00. The Allocation of the JAG Funds shall be allocated as follows: City of Altoona \$9,700.00 and the County of Blair \$3,597.00.

Blair County Conservation District:

- a. Requesting approval of a Municipal Separate Storm Sewer System (MS-4) Pollution Reduction Plan Projects Agreement by, between and among the Intergovernmental Storm-Water Committee (ISC), the County of Blair, the Lakemont Partnership, Lozinak Professional Baseball LLC and DRL Rink Associates LLC commencing on September 1, 2019 and continuing for a term of fifteen (15) years for projects identified by the ISC to be completed at the Lakemont Park Property premises.
- b. Requesting approval of a Landowner Grantee Agreement between the County of Blair (Landowner) and the Blair County Conservation District (Grantee) outlining the provisions for the right to enter upon premises located at Peoples Natural Gas (PNG) Field, 1000 Park Avenue, Altoona, PA and Lakemont Park 700 Park Avenue, Altoona, PA for the installation of green infrastructure practices within the PNG Field Parking Lot and Lakemont Park to improve storm-water drainage, groundwater recharge, and to reduce sediment discharging to Brush Run.

Blair County Children, Youth and Families:

Requesting approval for the submission of the Blair County Children, Youth and Families 4th Quarter Expenditure Report-Certification Statement to the Commonwealth of Pennsylvania, Department of Human Services for the period of April 1, 2019 through June 30, 2019.

Blair County Records Management:

Requesting approval to post for bids the sale of one (1) Lektriever 100 Model 9628-18.

Blair County Courthouse House HVAC Improvement & Interior Alterations

Project:

Requesting approval of Change Order #CO-KBI10, received from Kretina Builders, Inc., in the total increased amount of \$19,386.35, for labor and material to revise framing of the 3rd floor Toilet Rooms for access panels, HP-8 access platform, and add framing and finish in Judge 2 office to conceal condensate drain.

ADJOURN:

BUSINESS SESSION: Tuesday, August 13, 2019, 10:00 A.M.:

Location: Conference Room 2B, 2nd Floor, New Addition.

Members Present: Commissioner Erb, Commissioner Tomassetti, Commissioner Beam, County Administrator Schmitt and Solicitor Karn.

Others Present: Sarah DelBaggio and three (3) children (AYSO Soccer Representative), Mike Polosky (Efficient Energy Solutions), Janice Freehling (Altoona Police Department), Nicole Hemminger and Melissa Harpster (Commissioners Office), Laura Burke and Gretta Burke (Public), Kay Stephens (Altoona Mirror), Heather Rininger (Records Management), Sarah Chuff (Finance), James Ott (Sheriff's Office), Chelsey Ergler (Conservation District), Ashley Gehrdes and Amy Wertz (CYF), and David Albright (Architect).

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 present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – TUESDAY, AUGUST 6, 2019:

Commissioner Erb called for changes or corrections to the minutes of Tuesday, August 6, 2019. **There were no changes or corrections noted.**

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENT:

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

UPCOMING MEETINGS:

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COMMISSIONER COMMENTS:

Commissioner Erb called for commissioner comments:

Commissioner Erb – none.

Commissioner Beam – none.

Commissioner Tomassetti announced that the video on the history of the Blair County Courthouse will be airing on the CCAP PCN/TV series, "Pennsylvania Historic Courthouses" at 7 pm on August 15, 2019 and again at 2 pm on August 17, 2019.

CONSENT AGENDA:

Resolution 325-2019:

- a. Payment of three (3) Warrant Lists dated August 12, 2019, in the amounts of \$341,036.23 #190813TL; \$50,050.04 #190813SS; and \$157,949.42 #190813CY, which include payment of the following invoices:
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Commissioner Tomassetti noted his abstention on the payment of an invoice received from Keller Engineers, Inc., due to a conflict of interest.

Commissioner Erb noted his abstention on the payment of invoices to UPMC Altoona due to a conflict of interest.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 325-2019 with abstentions as noted.

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 306-2019: A resolution approving a FY 18/19 Purchase of Service Agreement (renewal) between the County of Blair, Blair County Children, Youth and Families and Family Services, Inc., at the rate of \$120.00 per day per child for the services provided below:

Free Shelter Services for males & females ages 12-17 for up to 21 days.
Drop-in nonresidential services
Daily group counseling 6-7 p.m. topics include: Healthy relationships, drug & alcohol issues, communicating with parents, Anger management and individual counseling.
Individual counseling
Family counseling
Life skills training
Recreational Activities: Arts & crafts, videos, board games, computer, video games.
Service learning project
Community referrals working closely with domestic abuse program and crime victims' services. After care planning ongoing counseling available through family services counseling program.
After care home visits
Runaway prevention counseling

Commissioner Erb stated that the updated certificates of insurance have not yet been received from Family Services, Inc., therefore this agenda item will remain as unfinished business.

Resolution 326-2019: A resolution approving the submission of the Blair County Children, Youth and Families' Narrative Signature Page for the proposed FY 19/20 Implementation Plan and the FY 20/21 Needs Based Plan and Budget.

Ms. Gehrdes provided a brief recap of the information she presented at the August 6, 2019 Commissioner's Meeting on the successes and challenges of Children Youth Family and Juvenile Probation Offices and how the Needs-Based Plan and Budget for FY 20/21 will support their continued efforts.

Ms. Gehrdes stated that the narrative portion of the Needs-Based Plan and Budget is due electronically to the state by August 15th. The financial portion of the budget will be finalized and presented to the board later in August. She stated that the final submission deadline to the state is September 1st.

Discussion followed.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 326-2019.

OLD BUSINESS:

None

NEW BUSINESS:

Blair County Courthouse House HVAC Improvement & Interior Alterations Project:

Dave Albright requested approval of Change Order #CO-KBI10, received from Kretina Builders, Inc., in the total increased amount of \$19,386.35, for labor and material to revise framing of the 3rd floor Toilet Rooms for access panels, HP-8 access platform, and add framing and finish in 1875 courtroom office staff area to conceal condensate drain.

Mr. Albright also provided a summary of the projected timeline for project completion stating that there may be a need for several additional change order requests. One of the change order proposals to come could include an extension of time as the project nears the end of the 380 day substantial completion date in late August.

Discussion followed.

Resolution 327-2019: A resolution approving Change Order #CO-KBI10, received from Kretina Builders, Inc., in the total increased amount of \$19,386.35, for labor and material to revise framing of the 3rd floor Toilet Rooms for access panels, HP-8 access platform, and add framing and finish in in 1875 courtroom office staff area to conceal condensate drain.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 327-2019.

Valley View Park (AYSO) Soccer Fields:

Sarah DelBaggio requested approval, per terms of the Valley View Soccer Fields Lease Agreement between the County of Blair and AYSO dated July 3, 2013, for the Altoona Area Junior High School (AAJHS) to rent from AYSO their soccer equipment stored at the soccer fields in the amount of \$350.00; and permission for use of the soccer fields by the AAJHS for soccer practices beginning the date of the Board of Commissioner's approval through October 21, 2019.

Commissioner Beam stated that this is a yearly request and that the written request for equipment and field use, the school district's practice schedule and the appropriate certificates of liability insurance have all been received and reviewed by Solicitor Karn.

Discussion followed.

Resolution 328-2019: A resolution approving per terms of the Valley View Soccer Fields Lease Agreement between the County of Blair and AYSO dated July 3, 2013, for the Altoona Area Junior High School (AAJHS) to rent from AYSO their soccer equipment stored at the soccer fields in the amount of \$350.00; and permission for use of the soccer fields by the AAJHS for soccer practices beginning the date of the Board of Commissioner's approval through October 21, 2019.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 328-2019.

Natural Gas Supplier:

Mike Polosky presented discussion concerning Customer Supply Agreement Proposals received from Snyder Brothers, Inc., and PESCO Energy for natural gas.

Mr. Polosky stated that the current agreement for natural gas pricing is due to expire at the end of October 2019. The County recently authorized Mr. Polosky to solicit proposals for a natural gas supplier. He stated that a total of six (6) suppliers provided proposals. He narrowed down the list to the two (2) lowest proposals with Snyder Brothers having the lowest and best pricing.

Mr. Polosky stated the county has the following three (3) contract options to select from:

1. Variable price
2. Fixed price for the term of the contract; and
3. A hybrid of a Variable/Fixed price

Mr. Polosky stated that he would recommend that the county select option 3. He stated that this option initially begins as a variable price contract and then upon execution he would recommend converting 50% of the gas volume at term at a fixed price.

Mr. Polosky provided the following Variable Fixed and Fixed Pricing amounts received:

VARIABLE FIXED PRICING

1 Years =	NYMEX plus .01 cents
2 Years =	NYMEX minus 6.2 cents
3 Years =	NYMEX minus 9.6 cents

FIXED PRICING

1 Years =	\$2.44
2 Years =	\$2.43
3 Years =	\$2.45

(Plus 12 cents Dth included or \$1,450.00 per year to Efficient Energy Solutions)

Discussion followed

Resolution 329-2019: A resolution approving a three (3) year Variable Price Contract to Snyder Brothers at NYMEX minus 9.6 cents and immediately upon execution of the contract, convert 50% of the Natural Gas consumption to a fixed price not to exceed \$2.55.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 329-2019.

Blair County Sheriff/Altoona Police Department:

Janice Freehling requested approval of a Memorandum of Understanding between the County of Blair and the City of Altoona, acknowledging and supporting the submission of a 2019 Justice Assistance Grant (JAG) Application by the City of Altoona and the Blair County Sheriff Department in the amount of \$13,297.00. The Allocation of the JAG Funds shall be allocated as follows: City of Altoona \$9,700.00 and the County of Blair \$3,597.00.

Chief Freehling stated that this is a yearly request and that awarded funds will be used for police and sheriff equipment such as Mobile Data Terminals with printers, training, equipment and supplies. The grant requires 3% of funds to be used for National Incident-Based Reporting System (NIBRS) training. She stated that NIBRS training is implemented to improve the overall quality of crime data collected by law enforcement.

Sheriff Ott was asked to provide the Commissioners with the names of the individuals in his office who will be attending.

Discussion followed.

Resolution 330-2019: A resolution approving a Memorandum of Understanding between the County of Blair and the City of Altoona, acknowledging and supporting the submission of a 2019 Justice Assistance Grant (JAG) Application by the City of Altoona and the Blair County Sheriff Department in the amount of \$13,297.00. The Allocation of the JAG Funds shall be allocated as follows: City of Altoona \$9,700.00 and the County of Blair \$3,597.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 330-2019.

Blair County Conservation District:

- a. Chelsea Ergler requested approval of a Municipal Separate Storm Sewer System (MS-4) Pollution Reduction Plan Projects Agreement by, between and among the Intergovernmental Storm-Water Committee (ISC), the County of Blair, the Lakemont Partnership, Lozinak Professional Baseball LLC and DRL Rink Associates LLC commencing on September 1, 2019 and continuing for a term of fifteen (15) years for projects identified by the ISC to be completed at the Lakemont Park Property premises.

Ms. Ergler stated that the Blair County Intergovernmental Storm-Water Committee (ISC) is currently implementing projects to comply with the Chesapeake Bay Pollution Reduction Plan mandated by the Department of Environmental Protection (DEP)

Ms. Ergler stated that earlier in 2019 the Blair County Conservation District was awarded, on behalf of the ISC, a Growing Greener Grant in the amount of \$334,900.00 and National Fish and Wildlife Foundation Grant in the amount of \$195,000.00 to implement a series of green infrastructure practices within the Altoona Curve's Peoples Natural Gas Field and Lakemont Park Property to improve storm-water drainage, groundwater discharge, and reduce sediment discharging to Brush Run, a tributary to the Beaverdam Branch of the Juniata River.

Ms. Ergler stated that the property owned by the County of Blair consists of commercial leased properties. In order to allow the ISC proper access to the property to implement the proposed practices, and for all parties involved to set forth their respective responsibilities and obligations, the Municipal Separate Storm Sewer System Pollution Reduction Plan Projects Agreement was drafted. She stated that the drafted agreement was reviewed and accepted by all involved parties and their legal representatives. She is now requesting board approval for execution of the final agreement.

Discussion followed.

Resolution 331-2019: A resolution approving a by, between and among the Intergovernmental Storm-Water Committee (ISC), the County of Blair, the Lakemont Partnership, Lozinak Professional Baseball LLC and DRL Rink Associates LLC commencing on September 1, 2019 and continuing for a term of fifteen (15) years for projects identified by the ISC to be completed at the Lakemont Park Property premises.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 331-2019.

- b. Chelsea Ergler requested approval of a Landowner Grantee Agreement between the County of Blair (Landowner) and the Blair County Conservation District (Grantee) outlining the provisions for the right to enter upon premises located at Peoples Natural Gas (PNG) Field, 1000 Park Avenue, Altoona, PA and Lakemont Park 700 Park Avenue, Altoona, PA for the installation of green infrastructure practices within the PNG Field Parking Lot and Lakemont Park to improve storm-water drainage, groundwater recharge, and to reduce sediment discharging to Brush Run.

Mr. Ergler stated that in order for the Conservation District and involved parties to enter on to the county owned premises so that the installation of the green infrastructure practices outlined in the Municipal Separate Storm Sewer System (MS-4) Pollution Reduction Plan Projects Agreement a Landowner Grantee Agreement needs to be executed. She stated that the drafted agreement was reviewed and approved by all involved parties and their legal representatives. She is now requesting board approval for execution of the final agreement.

Discussion followed.

Resolution 332-2019: A resolution approving a Landowner Grantee Agreement between the County of Blair (Landowner) and the Blair County Conservation District (Grantee) outlining the provisions for the right to enter upon premises located at Peoples Natural Gas (PNG) Field, 1000 Park Avenue, Altoona, PA and Lakemont Park 700 Park Avenue, Altoona, PA for the installation of green infrastructure practices within the PNG Field Parking Lot and Lakemont Park to improve storm-water drainage, groundwater recharge, and to reduce sediment discharging to Brush Run.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 332-2019.

Blair County Children, Youth and Families:

Amy Wertz requested approval for the submission of the Blair County Children, Youth and Families 4th Quarter Expenditure Report-Certification Statement to the Commonwealth of Pennsylvania, Department of Human Services for the period of April 1, 2019 through June 30, 2019.

Ms. Wertz stated that the 4th Quarter Expenditure Report and Certification Statement is due to the state on August 15th. She stated that this report shows the actual expenditures and revenue for the 4th Quarter FY 18/19, per the report, the county is entitled reimbursement for expenses in the amount of \$1,084,235.00. Due to a 2nd Quarter adjustment of \$174,946.00, the total payout for the 4th quarter will be \$909,289.00.

Discussion followed.

Resolution 333-2019: A resolution approving the submission of the Blair County Children, Youth and Families 4th Quarter Expenditure Report-Certification Statement to the Commonwealth of Pennsylvania, Department of Human Services for the period of April 1, 2019 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 333-2019.

Blair County Records Management:

Heather Rininger requested approval to post for bids the sale of one (1) Lektriever 100 Model 9628-18.

Mrs. Rininger stated that the Lektriever is configured for letter or legal sized paper records and is in fair condition; however it is not known if all of the features of the Lektriever function. She stated that the county no longer has use for it. She is requesting authorization to post for bids for the sale of the Lektriever.

Discussion followed.

Resolution 334-2019: A resolution approving authorization to post for bids the sale of one (1) Lektriever 100 Model 9628-18.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 334-2019.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt, County Administrator