

**WORK SESSION: TUESDAY, DECEMBER 12 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 Solicitor Karn.

**MEMBERS ABSENT:**

Assistant Solicitor Jeff Muriceak.

**OTHERS PRESENT:**

A.C. Stickel (Controller), Melena Koegler, Sandy Holencik, and Brian Walters (Human Resources), Paul Shaffer (Public Works), Kay Stephens (Altoona Mirror), Brandon Meck and Lindsay Dempsie (Finance), Rebecca Robinson (Purchasing), Ray Benton (Coroner), James Carothers (Treasurer), Joe Cox (JPO), Allison Seidel (Victim Witness), Judy Rosser (Blair Drug and Alcohol), Sherry Socie (Blair Planning), David Kessling (Public), Helen Schmitt (Public), Allison Senkevich (Commissioners Office).

**UPCOMING MEETINGS:**

Wednesday, December 13, 2023	8:15 a.m.	Affordable Housing Trust Fund Conference Room 4B, 4 <sup>th</sup> Floor
Thursday, December 14, 2023	4:30 p.m.	Blair County Planning Commission (Altoona Water Authority)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, December 15, 2023		
Monday, December 18, 2023		
Tuesday, December 19, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

**APPROVAL OF MEETING MINUTES 11/28/23, 11/30/23, 12/05/23, AND 12/07/23:**

Commissioner Erb called for corrections or changes to the meeting minutes of 11/28/23, 11/30/23, 12/05/23, and 12/07/23. **There were no corrections or changes noted.**

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

**APPROVAL OF PUBLIC BUDGET MEETINGS 10/27/23, 11/03/23, 11/14/23, 11/16/23 AND 11/17/23:**

Commissioner Erb called for corrections of changes to the public budget meeting minutes of 10/27/23, 11/03/23, 11/14/23, 11/16/23 and 11/17/23. **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.

Sherry Socie from Blair Planning clarified the meeting time for the Planning Commission is 4:30 p.m. instead of 8:30 a.m. on Thursday, December 14 at Fort Roberdeau.

Commissioner Erb also noted that the Blair HealthChoices meeting was moved to from Wednesday, December 6 to Wednesday, December 13.

**COMMISSIONER COMMENTS:**

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

**CONSENT AGENDA:**

**Resolution 569-2023:**

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/12/2023	231212CY	\$123,698.00
12/12/2023	231212SS	\$222,049.20
12/12/2023	231212TC	\$160,467.91
12/12/2023	231212WW	\$742,237.95

Which include payment of the following invoices:

- Blair County Community Action Agency, in the total amount of \$19,825.64.
- Thomas and Chandra Jandora, in the total amount of \$1,500.00.

b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/04/2023	231204WC	\$8,097.66
12/04/2023	231204FS	\$1,041.67
12/07/2023	231207ML	\$29,220.30
12/07/2023	231207HR	\$13,408.78
12/10/2023	231210FP	\$248,316.75

c. **2023 Budget Transfers:** To cover charges to Community Res & Resident R & B.

From	\$	To
01202203-42040 Juvenile Detention	\$337.50	01202206-44230 Juvenile Probation
01202203-44000 Juvenile Detention	\$1,395.00	01202206-44230 Juvenile Probation
01202203-44240 Juvenile Detention	\$733.00	01202206-44230 Juvenile Probation
01202203-44270 Juvenile Detention	\$5,003.00	01202206-44230 Juvenile Probation
01202203-44290 Juvenile Detention	\$5,000.00	01202206-44230 Juvenile Probation
01202203-44310 Juvenile Detention	\$500.00	01202206-44230 Juvenile Probation
01202203-45040 Juvenile Detention	\$500.00	01202206-44230 Juvenile Probation
01202-42010 JPO	\$50.00	01202206-44230 Juvenile Probation
01202-42030 JPO	\$5,900.00	01202206-44230 Juvenile Probation
01202-42060 JPO	\$1,500.00	01202206-44230 Juvenile Probation
01202-42120 JPO	\$150.00	01202206-44230 Juvenile Probation
01202-42130 JPO	\$21.92	01202206-44230 Juvenile Probation
01202-42150 JPO	\$550.00	01202206-44230 Juvenile Probation
01202-42200 JPO	\$1,250.00	01202206-44230 Juvenile Probation
01202-42270 JPO	\$250.00	01202206-44230 Juvenile Probation
01202-43040 JPO	\$129.26	01202206-44230 Juvenile Probation
01202-44850 JPO	\$2,750.00	01202206-44230 Juvenile Probation
01202-44930 JPO	\$80.00	01202206-44230 Juvenile Probation
01202-46060 JPO	\$800.00	01202206-44230 Juvenile Probation

d. **2023 Budget Transfers:** Fees received from Justifacts, Inc., for November 2023.

From	\$	To
01101GCO-42000 General County Operations	\$150.25	762012-42000 APO
01101GCO-42000 General County Operations	\$150.25	012012-42000 APO Satellite
01101GCO-42000 General County Operations	\$374.63	013201-42000 CYF
01101GCO-42000 General County Operations	\$150.50	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$279.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$158.19	011192-42000 Records Management

e. **2023 Budget Transfers:** Charges received from Doing Better Business.

From	\$	To
01160-44030 Court Administration	\$77.00	01160JB-44700 Judge Bernard

f. **2023 Budget Transfers:** Charges received from Conemaugh Nason Occupational Health for Nov. 2023.

From	\$	To
01101GCO-42000 General County Operations	\$68.00	01151-42000 Sheriff

g. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:**

Requesting approval of ECMS Submission, Estimate 010, in the total amount of \$172,707.65, received from Francis J. Palo, Inc. Expenses are partially reimbursable through the Road Map Fund.

h. **Juvenile Probation:** Requesting approval of one-1 St. Francis University Intern, Drew Wallech, for the period of January 16, 2024 through May 1, 2024, approximately 105 hours. Internship is for credit only and at no cost to the county.

i. **Convention and Sports Facilities Authority:** Requesting approval of the reappointment of Ron Beatty to the Authority for the period of December 13, 2023 through November 12, 2028; and for the appointment of Ted Beam to the Authority, filling the expired term of Pat Miles, for the period of December 13, 2023 through November 12, 2028.

j. **Blair County Hospital Authority:** Requesting approval for the appointment of Thomas Seasoltz to the Authority, filling the expired term of Charles Yingling, for the period of December 13, 2023 through December 31, 2026.

k. **Employment:** Lisa M. Galioto, FT, Juvenile Clerk of Courts, Prothonotary, \$12.16/hr., effective 12/11/23; Danielle A. Brown, Per Diem, Deputy Coroner, Coroner's Office, \$80.00 per 8 hour shift, effective 12/11/23; and Timothy S. Eney, FT, Caseworker I, CYF, \$33,715.50/yr., effective 12/11/23.

l. **Employment Status Change:** Nicolas H. Selden, From, FT, Telecommunicator Trainee, 35 hrs. Per week, \$13.88/hr., To, FT, Telecommunicator, 40 hrs. Per week, \$16.30/hr., effective 11/25/23.

m. **Terminations:** Sean A. Johnson, FT, Corrections Officer, Prison, \$21.05/hr., effective 12/07/23.

n. **Resignations:** Harlee D. Walters, FT, Telecommunicator Trainee, Public Safety-911, \$13.88/hr., effective 12/07/23; Brandon Alcantar-Fukagawa, FT, Corrections Officer, Prison, \$21.05/hr., effective 12/10/23.

o. **Retirements:** Gary R. Dunkel, FT, Corrections Officer, Prison, \$22.21/hr., effective 12/08/23.

Commissioner Burke noted her abstention due to a conflict of interest on the payment of an invoice to Thomas and Chandra Jandora.

Commissioner Erb noted his abstention due to a conflict of interest on the payment of invoices to Blair County Community Action.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Consent Agenda Resolution 569-2023 with abstentions as noted.

**STAFF REPORTS & SPECIAL BUSINESS:**

**Blair County Drug & Alcohol:**

Judy Rosser requested approval of a County of Blair Agreement for Purchases under Bidding Threshold between the County of Blair and Blair County Drug and Alcohol Program, Inc., for Opioid Settlement Funding, in an amount not to exceed \$10,715.00 as set forth in Exhibit A of said agreement, to support the purchase of prevention/intervention curriculum to support youth in the Blair County school districts. Curriculum will be utilized to support youth identified with trauma and/or youth with caregivers that have a substance use disorder.

Ms. Rosser discussed this agreement is a product of her initial request in August which sought approval for the purchase of a curriculum to be used in schools for training support staff and caregivers as well as at-risk students.

Discussion followed.

**Coroner's Office:**

Ray Benton requested approval of a Laboratory Services Agreement by and between the County of Blair, on behalf of the Blair County Coroner, and SteelFusion Clinical Toxicology Laboratory, LLC for conducting oral swab

toxicology testing, at the rate(s) listed in Exhibit A of said agreement, for the period of December 14, 2023 through November 16, 2024.

Mr. Benton explained that the Coroner's office is currently using needle and blood samples. The services provided by SteelFusion would reduce the turnaround time for results from 6 weeks to 48-hours as well as the method of procuring the toxicology sample by using oral swabs.

He also discussed the swab method would prevent his employees from having to touch blood samples, thereby, making it safer. This new method would also reduce the cost of the testing by half of what they currently cost.

Discussion followed.

**Adult Parole and Probation:**

Nicole Hemminger, on behalf of the Adult Parole Office, requested approval of a FY 23/24 Continuing County Adult Probation and Parole Grant Agreement (formerly referred to as Grant-in-Aid) (2023-GA-ST-41201) between the County of Blair and the Pennsylvania Commission on Crime and Delinquency (PCCD), in the total award amount of \$70,288.00, to assist in covering salaries within the Adult Parole and Probation Office that would otherwise be covered by the General Fund.

Chief Clerk Hemminger also noted that this grant would cover the salaries of two officers in the Adult Parole office.

Discussion followed.

**Juvenile Probation:**

Joe Cox requested approval of the Pennsylvania Juvenile Court Judge's Commission (JCJC) Juvenile Probation Services Grant Award, in the total amount of \$146,839.00, for the period of July 1, 2023 through June 30, 2024.

Discussion followed.

**Victim Witness:**

Allison Seidel requested approval of the Pennsylvania Commission on Crime and Delinquency (PCCD) VOCA Subgrant Award (2021, VF-05-40461), in the total amount of \$105,466.00, for the period of October 1, 2023 through September 30, 2024.

Discussion followed.

**District Attorney's Office:**

Nichole Smith requested approval of an agreement between the County of Blair, District Attorney's Office and Principle Diversified Business Group, Inc., for court reporting services, in the following amounts:

- Appearance Fee \$ 50.00
- Original \$ 3.25/per page
- Copy \$ 2.75/per page

Rates good for one-1 year with no automatic renewals.

Ms. Smith mentioned this service allows the District Attorney's office to pay for transcripts that are produced from pretrial motion litigation.

Discussion followed.

**Human Resources:**

Brian Walters requested approval of Memorandum of Understanding (MOU) between the County of Blair and Pennsylvania Counties Health Insurance Cooperative (PCHIPC) to set aside \$558,885.00 of our current reserve for the purpose of funding 90% of our maximum premium rate for participation in the PCHIPC funding model for costs of our self-insured medical plan.

Commissioner Erb confirmed this is an annual request to maintain our PCHIPC membership.

Discussion followed.

Sandy Holencik requested approval for the submission of a 2023 PComp Safety Improvement Program Grant Application to the County Commissioners Association of Pennsylvania (CCAP), in the total grant amount of \$34,968.26 as outlined below:

- Purchase of eleven (11) ballistic vests for our Juvenile Probation Officers in the amount of \$9,944.00;
- Purchase of three (3) flammables safety cabinets for proper storage of flammable items in our maintenance department in the amount of \$4804.62;
- Purchase of six (6) faucet-mounted eye wash stations totaling \$570.00;
- Purchase of twenty-nine (29) toilet-mounting brackets for all Courthouse restrooms in the amount of \$15,223.04;
- Purchase of thirty (30) pairs of Vortex gloves for Public Works/Highway employees in the amount of \$1,170.00;
- Purchase of one thousand (1000) retractable ID badge reels to replace lanyards in the amount of \$537.60;
- Purchase of two industrial vacuum cleaners and one wet/dry shop vac in the amount of \$2,320.00; and
- Purchase of twenty (20) rolls of Gaffer tape to secure cables on floors in the amount of \$399.00.

Discussion followed.

**Treasurer's Office:**

Jim Carothers requested approval for the payment of an annual invoice received from ePaymentNow.com for the printing and mailing of 2024 Dog License Renewal Notices, in the total amount of \$4,485.80.

Mr. Carothers confirmed once we submit proof of payment, we will be 100% reimbursed for this invoice from the State in early 2024. He also discussed that the notices also serve as the application for the dog owner.

Discussion followed.

**Public Works/Highway:**

Paul Shaffer requested approval of the 2023 Annual Lakemont Dam Inspection Report performed by Gwin Dobson & Foreman Engineers, Inc.

Mr. Shaffer confirmed this is an annual request and the engineer, Gwin Dobson & Foreman, provides recommendations once the report is complete.

Discussion followed.

**Old Business:**

None

**Adjourn:**

Meeting Adjourned,

---

Nicole M. Hemminger, Chief Clerk