

**WORK SESSION: TUESDAY, JANUARY 9, 2024, 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 Kessling called the meeting to order.

**MOMENT OF SILENT REFLECTION:**

Commissioner Kessling called for a moment of silent reflection.

**LEDGE OF ALLEGIANCE TO THE FLAG:**

Commissioner Kessling requested that those participating in the meeting please stand and recite the Pledge of Allegiance to the Flag.

**ROLL CALL:**

**MEMBERS PRESENT:**

Commissioner Kessling, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Nathan Karn.

**OTHERS PRESENT:**

Kay Stephens (Altoona Mirror), Jay Whitesel and Cory Yedlosky (Prison), James Ott (Sheriff), Don Weakland (IT), Sandy Holencik (Human Resources), Angela Wagner and A.C. Stokel IV (Controller), Allison Senkevich (Commissioners Office), Trina Illig (Social Services), Sarah Seymour (Elections), Sue Ammerman (EMA/911), Nate Taylor (Public Access Channel).

**APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES – 12/19/23, 12/21/23, 12/26/23, and 12/28/23:**

Commissioner Kessling called for corrections or changes to the meeting minutes of 12/19/23, 12/21/23, 12/26/23, and 12/28/23. **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 ORGANIZATIONAL MEETING MINUTES – 1/2/24:**

Commissioner Kessling called for corrections or changes to the organizational meeting minutes of 01/02/24. **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 Kessling called for public comment. **There were no comments.**

**COMMISSIONER COMMENTS:**

Commissioner Kessling called for commissioner comments.

Commissioner Burke recognized and thanked Deputy Controller, Angela Wagner, for her service at the County. She also reminded the public of the deadline to apply for the Homestead/Farmstead tax exclusion by March 1<sup>st</sup>, 2024.

Commissioner Webster recognized Law Enforcement Appreciation Day and thanked all of the law enforcement officers for their service to the citizens of Blair County.

**CONSENT AGENDA:**

**Resolution 17 – 2024:**

a. Payment of the following 6-six Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/09/2024	240109CO	\$25,936.01
01/09/2024	240109SS	\$20,442.52
01/09/2024	240109WW	\$67,080.83
01/05/2024	240104RA	\$58.75
01/10/2024	240110FP	\$254,859.20
01/10/2024	240110TX	\$155,840.68

b. Ratification of the following 8-eight Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/04/2024	240104SS	\$883.42
01/04/2024	240104WW	\$710,262.79
01/03/2024	230103SS	\$32,072.00
01/02/2024	240102FN	\$117,016.69
01/03/2024	240103FS	\$1,237.15
01/04/2024	240104HR	\$19,709.55
12/28/2023	231228HR	\$13,862.49
12/27/2023	231227FS	\$2,561.55

c. Ratification of Total Payroll for the Check Dated 12/29/23 in the total amount of \$866,941.46.

d. **Budget Transfer:** To cover maintenance on county vehicles:

From	\$	To
01103HW-44730 Highway	\$500.00	01103BM-44730 Building Maintenance
01103HW-44730 Highway	\$300.00	01107-44730 Assessment
01103HW-44730 Highway	\$1000.00	01151-44730 Sheriff

01103HW-44730 Highway \$300.00 01202-44730 JPO  
01103HW-44730 Highway \$500.00 01602-44730 Emergency Management  
01103HW-44730 Highway \$200.00 08607-44730 Fort Roberdeau  
01103HW-44730 Highway \$1,130.00 113201-44730 CYF  
01103HW-44730 Highway \$500.00 762011-44730 APO

- e. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:** Requesting approval of ECMS submission, Estimate 011, in the total amount of \$34,406.53, and Estimate 012, in the total amount of \$31,029.49, received from Francis J. Palo, Inc. Expenses are partially reimbursable through the Road Map Fund.
- f. **Human Resources:** Requesting approval of one-1 St. Francis University Student Intern, Jadie Litzinger for the period of January 23, 2024 through April 30, 2024 (140 hours). Internship is for credit only and at no cost to the county.
- g. **Agricultural Land Preservation Board:** Requesting approval for the appointment of Samuel Todd Lewis IV for the period of 01/01/24 through 01/01/26, filling the expired term of Palmer Brown; the reappointment of John Black as Chairman for the period of 01/01/24 through 12/31/24; and Amy E. Webster as the Commissioner Representative to the Board for period of 01/01/24 through 12/31/24.
- h. **Blair County Airport Authority:** Requesting approval for the appointment of Adam Conrad for the period of 01/01/24 through 12/31/28, filling the expired term of Benjamin Staplefeld, Jr.
- i. **Blair County Children, Youth & Families Advisory Board:** Requesting the reappointment of Stephanie Wolfe from 01/01/24 through 12/31/26 and the appointment of Kathie Beatty, Jeff Colbert, Valerie Reynolds, Ashley Gay Vocco, Kyle Siskron-Leonard from 01/01/24 through 12/31/26.
- j. **Blair County Conservation District Board:** Requesting approval for the reappointment of Gary Long and James Biddle for the period of 01/01/24 through 12/31/27 and the appointment of Amy E. Webster as Commissioner Representative to the Board for the period of 01/01/24 through 12/31/24.
- k. **Blair County Hospital Authority:** Requesting approval for the appointment of Ron Beatty for the period of 01/01/24 through 12/31/27, filling the expired term of Justin Mandel.
- l. **Blair County Library Systems Board:** Requesting approval for the appointment of Jackie Rhule for the period of 01/01/24 through 12/31/26, filling the expired term of Nina Ormsby and Eileen Conlon for the period of 01/01/24 through 12/31/26, filling the expired term of Tobias Nagle.
- m. **Blair County Social Services Advisory Board:** Requesting approval for the reappointment of Donna Gority, Matt Dumm, and Michael J. Stubler for the period of 01/01/24 through 12/31/26 and requesting approval for the appointment of Kyle Siskron-Leonard for the period of 01/01/24 through 12/31/26, filling the expired term of Robert Smith, and requesting approval for the appointment of Laura Burke as Commissioner Representative to the Board (Per Act 66).
- n. **Blair HealthChoices Board:** Requesting approval of the resignation of Bruce R. Erb effective 01/09/24 and requesting the appointment of Laura Burke filling the unexpired term of Bruce R. Erb through 06/30/26.
- o. **Fort Roberdeau Association:** Requesting approval for the reappointment of Donna T. Kling, John Bollinger, Mike Kessler, Peter J. Folen, and Tyler A. Rowles for the period of 01/01/24 through 12/31/26 and requesting approval of the resignation of Michael Kasun effective 1/09/23, and requesting approval of the appointment of Helen Jean Sinal to fill the unexpired term of Michael Kasun effective 01/09/24 through 12/31/25.
- p. **Employment:** Fleek, Jeffrey, FT, Tipstaff, Judge Milliron, \$11.58/hr., effective 1/2/24; Kantoski, Megan FT, Administrative Support, Public Defender, \$12.16/hr., effective 1/2/24; Kessler, David, FT, Commissioner, \$78,754.78 annual, effective 1/2/24; Lyczkowski, Joseph, FT, Parole and Probation Officer, APO, \$16.30/hr., effective 1/2/24; Getsy, Madison, FT, Judicial Secretary, Dave Consiglio, \$12.16/hr., effective 1/2/24, Johnson, Karin, FT, Accounts Payable Coordinator, Controller, \$14.78/hr., effective 1/2/24, Kuhn, James, PT, Tipstaff, Court Administration, \$11.58/hr., effective 1/8/24, and Schroeder, Brittany, FT, Caseworker I, CYF, effective \$20.00/hr., effective 1/8/24.
- q. **Resignations:** Piner, Christopher, PT, Sheriff's Deputy, Sheriff's Office, \$15.52/hr., effective 01/05/24; Wagner, Angela, FT, Deputy, Controller, \$54,877.42 annual, effective 1/10/24; Himes, Megan, FT, Parole and Probation Officer, APO, \$16.90/hr., effective 1/12/24 and Smith, Janet, FT, Gun Permit Clerk, Sheriff, \$14.13/hr., effective 1/12/24.
- r. **Retirements:** Harpster, Melissa, FT, Administrative Coordinator, Commissioner's Office, \$18.21/hr., effective 1/5/24.
- s. **Employment Offer Rescinded:** Bowser, Jacqueline, FT, Corrections Officer, Prison, \$21.05/hr., effective 12/28/23.
- t. **Employee Status Change:** Lang, Hailee, Deputy Coroner, Coroner, Per Diem, \$80.00, to FT, Exempt, Chief Deputy, Coroner, 40 hours/week, \$35,568.00 annual; Mosel-Miller, Tracy, FT, Administrative Assistant, Controller, \$14.06/hr., to FT, Deputy, Controller, \$48,677.46 annual; Lightner, Kurt, Corrections Officer, Prison, FT, 40 hours/week, \$22.16/hr. to Corrections Officer (fill-in), PT (1500 max.), \$15.08/hour; Jarrett, Troy, FT, Corrections Officer, Prison, FT, 40 hours/week, \$21.05/hr. to FT, Telecommunicator, Public Safety, 40 hours/week, \$16.30/hr., effective 1/6/24; and Wilt Jr., Michael, PT (1500), Corrections Officer (fill-in), \$16.52/hr. to FT, Corrections Officer, Prison, 40 hours/week, \$21.53/hr., effective 1/6/24.
- Motion by Commissioner Webster, seconded by Commissioner Kessler and unanimously approved to adopt Resolution 17-2024.

**STAFF REPORTS & SPECIAL BUSINESS**  
**Department of Emergency Services:**

- i. Sue Ammerman requested approval to amend Resolution 81-2023, dated February 14, 2023, by removing language "in an amount not to exceed \$2,800.00 for one-1 year" from said Resolution that originally approved the Service Agreement between the County of Blair, Blair County 911 Center and Ravine Industries, for embroidered logo uniform shirts.

Discussion followed.

ii. Sue Ammerman requested approval of the extension to the 2020, 2021 and 2022 911 Statewide Interconnectivity Funding Grant Agreements between the County of Blair, Department of Emergency Services/911E and the Pennsylvania Emergency Management Agency (PEMA). All agreements have been extended to December 31, 2024 for the purposes of reporting expenses and closing out the projects within the PEMA new web portal.

- 2020-034 for the SAC Regional CAD Project
- 2021-156 For the SAC CHE upgrade Project
- 2022-027 for the SA CHE and ESInet Maintenance

Discussion followed.

**Prison:**

Jay Whitesel requested approval of the bid specifications and the advertisement for Invitation to Bid for Food and Non-Food Items for the Blair County Prison.

Mr. Whitesel advised that the contract would be for March 1, 2024 through August 31, 2024.

Discussion followed.

**Elections:**

Sarah Seymour requested approval and signature of two-2 Election Polling Place Lease Agreements between the County of Blair and the property owners (Municipal/Federal Government and Privately-Owned Facility) for the April 23, 2024 Primary Election and the November 5, 2024 Presidential Election.

Ms. Seymour advised that she does not anticipate any changes to polling place locations from last election.

Discussion followed.

**Social Services:**

i. Trina Illig requested approval of four-4 Sub-Recipient Agreements for housing assistance under the County's PA Housing Affordability and Rehabilitation Enhancement (PHARE) Program for 22/23 between the County of Blair and the following agencies:

- Blair Health Choices in the total amount of \$10,000.00
- Catholic Charities in the total amount of \$10,000.00
- Center for Community Action Agency in the total amount of \$10,000.00
- Family Services, Inc. in the total amount of \$10,000.00

Ms. Illig mentioned the following services are provided with the funding as listed above: reentry provider, at-large provider/fuel bank, at-large provider, and shelter facilities.

Discussion followed.

ii. Trina Illig requested approval to authorize Tricia Johnson as the designated signing authority for CDBG/HOME Invoices.

Ms. Illig clarified that this request is to designate a separation of duties between Director Tricia Johnson and herself to submit invoices and request funds under the CDBG/HOME contracts.

Discussion followed.

**Public Works – Highway:**

Nicole Hemminger on behalf of Paul Shaffer requested approval to designate Keller Engineers as the County Engineer for the year 2024 at the following hourly rates:

Senior Professional Engineer .....	\$148.00
Professional Engineer .....	\$130.00
Landscape Architect .....	\$125.00
Professional Surveyor .....	\$145.00
Surveyor .....	\$90.00
Survey Assistant .....	\$70.00
Environmental Specialist .....	\$125.00
Senior Designer .....	\$120.00
Designer .....	\$95.00
Senior Technician .....	\$90.50
Technician .....	\$70.00
Senior Resident Project Representative .....	\$98.00
Resident Project Representative .....	\$94.00
Administrative Support .....	\$52.50
Mileage (IRS Allowable)	Presently \$0.67/mile
Report Copies	(8 ½" x 11") \$0.15/page (black and white) \$1.00/page (color)
Report Copies	(11" x 17") \$0.50/page (black and white) \$2.50/page (color)
Prints	(22" x 34") \$2.75/sheet (black and white) \$8.75/sheet (color)

Discussion followed.

**Human Resources:**

i. Sandy Holencik requested approval of Amendment No. 1 to the Health Care Service Agreement between PeopleOne Health, Inc. and the County of Blair, which includes the following changes:

- A membership rate increase of \$5.00 per employee per month to cover the cost of lab benefit enhancement.
- Changes to the payment period for invoices and switching from direct deposit to ACH for payments.
- Moving to a "Statement of Work" to streamline the amendment process.

Discussion followed.

- ii. Sandy Holencik requested approval of the 2024 PA Counties Workers' Compensation Trust (PComp) Insurance Renewal Proposal in the total estimated contribution of \$245,197, for the policy period of 01/01/24 through 01/01/25.

Discussion followed.

**Commissioners:**

Chief Clerk Nicole Hemminger requested approval of a Letter of Recommendation for consideration to fill one Blair County designated spot on the Board of Directors of the Alleghenies Broadband Board with one of the following four-4 names: Jim Foreman (incumbent), Amy Webster, Dave Snyder, or Grant Wills.

Chief Clerk Hemminger clarified that Commissioner Amy Webster has withdrawn her name for consideration to the Alleghenies Broadband Board of Directors, reducing the number of recommended names to three-3.

Discussion followed.

**Old Business:**

None.

**New Business:**

None.

**Adjourn:**

Meeting Adjourned,



Nicole M. Hemminger, Chief Clerk