

WORK SESSION: TUESDAY, OCTOBER 18, 2022, 10:00 A.M.

Location: Commissioner's 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 those participating in the meeting to please stand and recite the Pledge of Allegiance to the Flag.

Roll Call:

Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster and Chief Clerk Hemminger.

Members Absent:

Solicitor Karn and Assistant Solicitor Muriceak.

Others Present:

Helen Schmitt (Public), Jim Pooler (Public Works/Building Maintenance) Nicole Smith and Scott Schultz (Court Administration), Angela Wagner (Controller's Office), Katherine Swigart and Melena Koegler (HR), Paul Shaffer (Public Works), Brandon Meck and Lindsay Dempsie (Finance), Jim Ott (Sheriff), David Kessling (Public), Trina Illig (Social Services), Melissa Harpster (Commissioner's Office) and Kay Stephens (Altoona Mirror).

Upcoming Meetings:

Wednesday, October 19	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B)
	2:30 p.m.	*Salary Board (Commissioner's Meeting Room)
Thursday, October 20	8:30 a.m.	*Prison Board (Commissioner's Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioner's Meeting Room)
	10:00 a.m.	*Commissioner's Business Session (Commissioner's Meeting Room)
Friday, October 21		
Monday, October 24	2:00 p.m.	Public Budget Meeting (Conference Room 2B)
Tuesday, October 25	10:00 a.m.	*Commissioner's Work Session (Commissioner's Meeting Room)
	6:00 p.m.	LERTA Public Meeting (ABCD Corp. Conference Room)

Executive Session Announcement:

Chief Clerk Hemminger announced that she, the three-3 Commissioner's, HR Director Katherine Swigart and HR Manager Melena Koegler will be meeting today, beginning at 11 a.m. to discuss a union bargaining agreement.

Approval of Meeting Minutes – 10/04/22 and 10/06/22:

Commissioner Erb called for corrections or changes to the meeting minutes of 10/04/22 and 10/06/22.

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.**

Commissioners Comments:

Commissioner Erb called for commissioner comments.

Commissioner Webster announced that the MATPRA Marketplace Tour will return to Altoona/Blair County, Happy Valley, Raystown Lake, and Clearfield County October 18th, 19th and 20th. She stated it is a great opportunity for marketing professionals to get together and visit local destinations and attractions.

Commissioner Burke extended congratulations to Joe Keller, Keller Engineer's on receipt of the Blair County Chamber Lifetime Achievement Award. She stated that she and fellow Commissioner's had the pleasure of attending the awards dinner/presentation last evening held at the Blair County Convention Center.

Commissioner Erb echoed Commissioner Burke's congratulations to Mr. Keller.

Consent Agenda:
Resolution #424-2022:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/18/2022	221018WW	\$206,596.41
10/18/2022	221018SS	\$ 460.00
10/18/2022	221018CY	\$ 131.52

- b. Ratification of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/11/2022	221011RF	\$ 624.65
10/11/2022	221011FS	\$ 2,300.00
10/12/2022	221012RF	\$ 147.88
10/13/2022	221013HR	\$11,607.40

- c. **Bridge #67/West Loop Road Replacement Project:**

- i. Requesting approval of ECMS submission, Estimate 007, in the total amount of \$124,629.43, and Estimate 008, in the total amount of \$77,595.11, received from Wen-Brooke Contracting Inc. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- ii. Requesting approval of ECMS submission, Invoice #6, Part 3, Construction Services, in the total amount of \$381.38, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

- d. **Bridge #82/Frankstown Branch Superstructure Replacement Project:**

- i. Requesting approval of ECMS submission, Estimate 005, in the total amount of \$568,099.87, received from Glenn O Hawbaker Inc. Expenses are 100% reimbursable through the Road Map Fund.
- ii. Requesting approval of ECMS submission Invoice #7, Part 3, Construction Services, in the total amount of \$1,334.73 received from Keller Engineers. Expenses are 100% reimbursable through the Road Map Fund.

- e. **Social Services Advisory Board:** Requesting approval for the reappointments of Christopher Cohn and Stephen Martynuska and the appointments of Dana Melton and Susan Franco to the Advisory Board. Terms will expire on December 31, 2025.

- f. **Employment:** Jarren C. Hatfield and Sean A. Johnson, FT, Corrections Officer, Prison, \$20.59/hr., effective 10/17/22; Kathleen M. Heinlein, PT, Tipstaff, Court Administration, \$11.58/hr., effective 10/17/22; Sharon L. Henry, FT, Department Clerk I, Domestic Relations, \$11.03/hr., effective 10/17/22; Madison L. Miller, FT, Probation Officer, JPO, \$31,785.00/yr., effective 10/17/22; David M. Dauria, From, FT, Sheriff's Deputy, Sheriff's Office, \$15.71/hr., To, FT, Corporal, Sheriff's Office, \$17.12/hr., effective 10/8/22; Derek J. Frye, From, PT/Fill-In, Corrections Office, Prison, \$15.50/hr., To, FT, Correctional Case Manager, Prison, \$11.58/hr., effective 10/17/22; Douglas A. Steberger, From, FT, Maintenance Technician, Public Works/Building Maintenance, \$20.56/hr., To, FT, Maintenance Technician-Plumber, Public Works/Building Maintenance, \$20.56/hr., effective 10/17/22; and Misty J. Steinbacher, From, FT, Administrative Support, Domestic Relations, \$11.58/hr., To, FT, Case Manager, Domestic Relations, \$15.52/hr., effective 10/17/22.

- g. **Terminations:** Kevin E. Adams, FT, Maintenance Technician, Public Works/Highway, \$20.61/hr., effective 10/07/22.

- h. **Resignations:** Tawnya R. Plunkard, FT, Caseworker II, CYF, \$36,458.50/yr., effective 10/19/22; David L. Ledger, FT, Maintenance Technician/Equipment Operator, \$20.56/hr., effective 10/21/22; and John D. Sayre, FT, Parole and Probation Officer, APO, \$31,785.00/yr., effective 10/21/22.

- i. **Correction:** Lawrence A. Hagg, resignation date, From 10/13/22 To 10/11/22.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 424-2022.

Staff Reports & Special Business:

Court Administration:

- i. Scott Schultz requested approval of a County of Blair Agreement for Purchases under Bidding Threshold between the County of Blair and Kerry M. Richmond, PhD for the products and services set forth in Exhibit A, in conjunction with the Pennsylvania Commission on Crime and Delinquency's (PCCD) County Re-entry Planning Grant, in the total amount of \$14,960.00.

Mr. Schultz stated that Solicitor Karn reviewed the agreement.

Discussion followed.

- ii. Nicole Smith requested approval of a quote received from Thomson Reuters for West Proflex Access, in the total amount of \$915.00/per month for a period of thirty-six (36) months.

Ms. Smith stated that the Courts are required to offer this subscription service/access to self-represented litigants through the Law Library.

Commissioner Erb noted that the cost does reflect a 13% rate increase from the previous renewal period.

Discussion followed.

Children, Youth and Families:

- i. Nicole Hemminger requested approval of an Agreement for Payment of Legal Services between the County of Blair and Brian H. Grabill, Esq., as Counsel for Minor Child or Court Appointment Additional Counsel for a Child, at the hourly rate of \$85.00, for the period of July 1, 2022 through June 30, 2023.

Chief Clerk Hemminger stated that Solicitor Karn prepared the agreement. She stated that the rate is 80% reimbursable.

Discussion followed.

- ii. Nicole Hemminger requested approval of an Agreement for Payment of Legal Services between the County of Blair and Ashley Passarello, Esq., as Counsel for Minor Child or Court Appointment Additional Counsel for a Child, at the hourly rate of \$85.00, for the period of July 1, 2022 through June 30, 2023.

Chief Clerk Hemminger stated that Solicitor Karn prepared the agreement. She stated that the rate is 80% reimbursable.

Discussion followed.

Social Services:

- i. Trina Illig requested approval for the submission of the County of Blair’s FY 2022 Community Development Block Grant (CDBG) Grant Application on behalf of the seventeen (17) Non-Entitlement Municipalities, in the total amount of \$248,299.00.

Mrs. Illig stated that the county has been designated as an eligible grant recipient on behalf of the following seventeen (17) non-entitlement communities; the boroughs of Bellwood, Duncansville, Martinsburg, Newry, Roaring Spring and Williamsburg and the townships of Allegheny, Catharine, Freedom, Greenfield, Huston, Juniata, North Woodbury, Snyder, Taylor, Tyrone and Woodbury.

Mrs. Illig requested approval for Commissioner Bruce R. Erb, to serve as the Chief Elected Official on behalf of the Blair County Board of Commissioners to execute all documents associated with the FY 2022 Community Development Block Grant Application, in the total amount of \$248,299.00.

Discussion followed.

- ii. Trina Illig requested approval for the submission of the County of Blair’s FY 2022 Community Development Block Grant (CDBG) Grant Application on behalf of the seventeen (17) Non-Entitlement Municipalities, and the five (5) Entitlement Municipalities (as listed below), in the total amount of \$829,777.00:

NON-ENTITLEMENT MUNICIPALITIES	Boroughs of Bellwood, Duncansville, Martinsburg, Newry, Roaring Spring, Williamsburg, and the Townships of Allegheny, Catharine, Freedom, Greenfield, Huston, Juniata, North Woodbury, Snyder, Taylor, Tyrone and Woodbury.
ENTITLEMENT MUNICIPALITIES	Hollidaysburg Borough, Tyrone Borough, Antis Township, Blair Township and Frankstown Township.

Mrs. Illig stated that the county has been designated as an eligible grant recipient on behalf of the previously mentioned seventeen (17) non-entitlement communities; and the following five (5) entitlement boroughs and townships; Hollidaysburg Borough, Tyrone Borough, Tyrone Township, Antis Township, Blair Township and Frankstown Township.

Mrs. Illig requested approval for Commissioner Bruce R. Erb, to serve as the Chief Elected Official on behalf of the Blair County Board of Commissioners to execute all documents associated with the FY 2022 Community Development Block Grant Application, in the total amount of \$829,777.00

Discussion followed.

- iii. Trina Illig requested approval of the Cooperation Agreements between the County of Blair and the five-5 Entitlement Municipalities to submit an application and to administer the FY 2022 Community Development Block Grant (CDBG) Program on their behalf as follows:

\$112,787.00	Blair County to benefit Hollidaysburg Borough
\$110,995.00	Blair County to benefit Tyrone Borough
\$122,104.00	Blair County to benefit Antis Township
\$103,237.00	Blair County to benefit Blair Township
\$132,355.00	Blair County to benefit Frankstown Township

Mrs. Illig stated that it should be noted that Greenfield Township is no longer an entitlement municipality.

Discussion followed.

- iv. Trina Illig requested approval for the Adoption of the FY 2022 Community Development Block Grant (CDBG) Program Grievance Procedure and authorization to re-designate Blair County Chief Clerk, Nicole M. Hemminger, as the Section 504 Officer.

Mrs. Illig stated that the county has developed a grievance procedure that must be adopted publicly that incorporates due process standards that allows for prompt resolution of any complaints of discrimination based on disability. She stated that the designated 504 Officer must act on complaints and maintain records of the processing and monitoring.

Mrs. Illig recommended that the board re-designate Chief Clerk Nicole M. Hemminger as the county's Section 504 Officer and to adopt the Grievance Procedure.

Discussion followed.

- v. Trina Illig requested approval of the FY 2022 Fair Housing Resolution.

Mrs. Illig stated that this is an annual Resolution request.

Discussion followed.

- vi. Trina Illig requested approval of a Memorandum of Agreement between the County of Blair and the Pennsylvania State Historic Preservation Office regarding the use of Community Development Block Grant Funds (CDBG) on behalf of Tyrone Borough, for the demolition of property located at 822-824 Washington Avenue, Tyrone, PA.

Mrs. Illig stated that a sign will be erected once demolition is completed indicating that the property was listed within the National Register of Historical Places. She also stated that the property is still privately owned, therefore a lien will be filed.

Discussion followed.

- vii. Trina Illig requested approval to Amend Resolution 174-2020, dated April 21, 2020, approving a Sub-Recipient Agreement between the County of Blair and Williamsburg Borough under the FY 2016 Community Development Block Grant (CDBG) Program, amending the termination date of the Sub-Recipient Agreement from October 17, 2022 to April 30, 2023.

Discussion followed.

Human Resources:

Katherine Swigart requested approval of a quote received from Workable, for renewal of the Workable Core Plan (applicant management services), in the total amount of \$5,346.00, for the period of October 7, 2022 through October 31, 2023.

Miss Swigart stated that the quote was reviewed by both PCoRP and the County Solicitor. She stated this is an annual renewal for applicant management services for the period of October 26, 2022 through October 25, 2023.

Discussion followed.

Resolution 425 – 2022: Approving a quote received from Workable, for renewal of the Workable Core Plan (applicant management services), in the total amount of \$5,346.00, for the period of October 26, 2022 through October 25, 2023.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 425-2022.

Borough of Hollidaysburg:

Bruce Erb requested approval of a Letter of Support for the submission of an application by the Borough of Hollidaysburg to the Pennsylvania Department of Transportation (PennDOT) for the Multimodal Transportation Fund Program (MTFP) for the Canal Basin Park Gateway Connector Bridge Project.

Commissioner Erb stated that the Canal Basin Park Gateway Connector Bridge Project is estimated to be a \$2 million plus project. He stated that the Borough will also be utilizing ARPA Funds for this project, and there is no cost to the county.

Discussion followed.

Bridges 87, 88, 89, and 92/Freedom Township:

Paul Shaffer requested approval for the acceptance of bids received for the Blair County Box Culvert Group/Bridges 87, 88, 89, and 92 project for review, award or rejection according to county code thereafter.

Mr. Shaffer stated that bids were solicited for the Box Culvert Group/Bridges 87, 88, 89 and 92 project and a bid opening was held on October 14, 2022 at 1:30 p.m.

Mr. Shaffer stated that following five-5 bids were received with the apparent low bidder being Kukurin Contracting, Inc., in the bid amount of \$2,002,700.00. Mr. Shaffer asked that the board consider acceptance of the bids received for review, award or rejection according to county code thereafter.

KELLER ENGINEERS, INC.
BIDDERS LIST
Blair County Bridges 87, 88, 89, & 92
Bid Opening - October 14, 2022 @ 1:30PM

Contractor	Address	City	ST	Zip	Phone Number	Fax Number	Bid (Y or N)	Bid Bond (Y or N)	Bid Amount	Comment
Kukurin Contracting, Inc.	1169 Route 286	Export	PA	15632	724-325-2136		Y	Y	\$2,002,700.00	Apparent Low Bidder
Francis J. Palo, Inc.	309 S 4th Avenue	Clarion	PA	16214	814-226-9361		Y	Y	\$2,082,082.00	
Cottle's Asphalt Maintenance Inc.	13136 Lincoln Highway	Everett	PA	15537	814-652-9129		Y	Y	\$2,128,854.70	
Glenn O. Hawbaker	1952 Waddle Road, Suite 203	State College	PA	16803	814-235-3612		Y	Y	\$2,134,134.00	
Wen-Brooke Contracting, Inc.	41 East Shirley Street	Mount Union	PA	17066	814-448-2035	814-448-3897	Y	Y	\$2,153,069.04	
CriLon Corp.	279 Industrial Park Road	Somerset	PA	15501	814-233-4656	814-444-6919	N	-	-	
Nestlerode Contracting, Inc.	145 E. Walnut Street	Lock Haven	PA	17745	570-748-6762		N	-	-	
Mar-Allen Concrete Products, Inc.	490 Millway Road	Ephrata	PA	17522	717-859-4921		N	-	-	
George S. Hann & Son Inc.	28329 Great Cove Road	Fort Littleton	PA	17223	717-987-3118		N	-	-	
CH&D Enterprises, Inc.	100 Brady Place	New Stanton	PA	15672	724-925-9832	724-925-9833	N	-	-	
JVI Group, Inc.	8210 Carlisle Pike	York Springs	PA	17372	717-416-0060		N	-	-	

Discussion followed.

Resolution 426-2022: Approving the acceptance of bids received for the Blair County Box Culvert Group Bridges 87, 88, 89, and 92 project for review, award or rejection according to county code thereafter.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 426-2022.

Old Business:

Resolution 326-2022: Approving the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Professional Family Care Services, Inc.

Chief Clerk Hemminger requested that the board consider adoption of the Resolution pending receipt of the Certificate of Insurance and Endorsement.

Discussion followed.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 326-2022 pending receipt of Certificate of Insurance and Endorsement.

Natural Gas Pricing:

Continued discussion concerning current natural gas pricing.

Lindsay Dempsie requested that the board consider approving authorization for Mike Polosky of Efficient Energy Solutions to lock in the rate for the remaining 25% of the county's natural gas at a rate up to 5.26 for a period of thirty-six (36) months. If successful this would lock in all of the county's gas supply for three (3) years.

Discussion followed.

Resolution 427-2022: Approving that Mike Polosky of Efficient Energy Solutions, is hereby authorized to lock in the rate for the remaining 25% of the county's natural gas at a rate up to 5.26 for a period of thirty-six (36) months.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 427-2022.

Adjourn:

Meeting Adjourned,