



- b. Discussion concerning additional proposals received for the replacement of one (1) door in the Lawyer's Lobby.

**Courthouse Exterior Window Restoration Project (1875 and 1906 Section):**

Discussion concerning the proposal received from Albert Michaels Conservation, Inc., in an amount not to exceed \$129,986.93, for restoration of exterior windows located in the 1875 section of the Courthouse and also discussion concerning an add-on to the proposal for the restoration of 18 sashes and 9 frames of windows located in the 1906 section of the courthouse in an amount not to exceed \$43,130.67.

**13. TABLED ITEMS**

**Blair County Human Resources:**

Requesting approval of a Collective Bargaining Agreement between the County of Blair and SEIU Healthcare Pennsylvania CTW, CLC (building and grounds and highway) for the period of January 1, 2017 through December 31, 2019.

**14. NEW BUSINESS**

**Courtrooms Temporary Relocation Project:**

Discussion concerning quotes received for network switches and patch cables necessary for additional network connectivity to the 2<sup>nd</sup> and 3rd floors of the new wing due to the relocation of the Judges' and court offices during renovations on the 2<sup>nd</sup> floor of the historical wing.

**Fuel Tanks Removal Project:**

Requesting the approval of a Bill of Sale between the County of Blair and P. Joseph Lehman transferring ownership of the two (2) 6,000-gallon fuel tanks pursuant to the contract dated November 7, 2017.

**Blair County Sheriff's Office:**

Requesting approval of an identification/title change from Blair County Sheriff's Department to Blair County Sheriff's Office. Change will be at no cost to the county.

**Blair County Community Action Agency:**

Discussion concerning a commissioner appointee to the Blair County Community Action Agency Board of Directors.

**15. ADJOURN**

**BUSINESS SESSION: TUESDAY, MARCH 27, 2018, 10:00 A.M.:**

Location: Commissioner's Meeting Room, Basement, New Addition.

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

Others Present: Jenn Sleppy (Finance), Jim Hudack, Cathy Crum, Jackie Saylor, Lindsay Dempsie, Melissa Gillin, Ken Dean, Theresa Rudy (Social Services), Rocky Greenland (Public Works), Kay Stephens (Altoona Mirror), Janice Meadows (Court Administration), James Ott and Chris Tatar (Sheriff's Office), Chris Cook (Albert Michaels Conservation), Dave Albright (Architect) and Melissa Harpster (Commissioner's Office).

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

**APPROVAL OF MINUTES – MARCH 21<sup>ST</sup> WORK SESSION & MARCH 23<sup>RD</sup> RECONVENED MEETING:**

Commissioner Erb called for corrections or changes to the meeting minutes of March 21, 2018. **There were no corrections or changes noted.**

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

Commissioner Erb called for corrections or changes to the reconvened meeting of March 23, 2018. **There were no corrections or changes noted.**

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

**PUBLIC COMMENT:**

Commissioner Tomassetti stated that there would be an addition of one (1) agenda item under old business today for discussion. He stated that Chris Cook will present discussion concerning a change order (Change Order #1) to the contract between the County of Blair and Albert Michaels Conservation for marble and plasterwork in the Lawyers Lobby.

Commissioner Erb called for public comment.

Kay Stephens, Altoona Mirror Reporter, asked for clarification on whether the courtrooms temporary relocation project moves are temporary or if they will be permanent. She stated, "For instance, the Custody Office effective today is now located on the 3<sup>rd</sup> Floor Domestic Relations Office. Is that a temporary move or a permanent move?" Commissioner Tomassetti responded that the Custody Office will remain in the new location.

Discussion followed.

**UPCOMING MEETINGS:**

Wednesday, March 28, 2018

Thursday, March 29, 2018

Friday, March 30, 2018

Good Friday Holiday Courthouse Closed

Monday, April 2, 2018

Tuesday, April 3, 2018

10:00 a.m.

Commissioners Work Session  
(Commissioners Mtg. Rm., Basement)

Wednesday, April 4, 2018

Thursday, April 5, 2018

8:30 a.m.

Park and Recreation Advisory Board  
(Conference Room 2B, 2<sup>nd</sup> Floor)

6:30 p.m.

Fort Roberdeau Association Board  
(Fort Roberdeau, White Oak Hall)

Friday, April 6, 2018

Monday, April 9, 201

6:00 p.m.

Blair County Airport Authority  
(Blair County Airport)

Tuesday, April 10, 2018

10:00 a.m.

Commissioners Business Session  
(Commissioners Mtg. Rm., Basement)

**CERTIFICATE OF RETIREMENT AND APPRECIATION – CATHY CRUM:**

Commissioner Erb and fellow Commissioner's Tomassetti and Beam extended a sincere thank you to Cathy Crum for 27 years' of dedicated service as an employee to the County of Blair and wished her well in her upcoming retirement. Commissioner Erb read the following Certificate of Retirement and Appreciation and presented the Certificate to Mrs. Crum.

Mrs. Crum shared a few brief words and thanked the Commissioner's for the recognition.

**Certificate of Retirement and Appreciation  
Presented To  
CATHY CRUM  
For 27 Years of Service  
To The County Of Blair**

We would like to personally congratulate you on your retirement from the County of Blair.

In March of 1991, you joined the Blair County Department of Human Services as a secretary. In 1995, you became the administrative assistant within the same office. In 2002, you were promoted to Assistant Director, and in 2004 you became the Human Services Director.

Cathy, you have been responsible for the overall direction and administration of the Blair County Department of Human Services. Your work has involved many responsibilities, some being - provision of contracted services; reviewing, analyzing and developing program policies and operating procedures; administering federal, state, and private grants; coordinating contract and budget development; fiscal, accounting and purchasing functions; coordinating of county wide service planning; allocating process development; monitoring team management; public relations; managing advisory and collaboration boards; and participating in multiple committees and task forces.

Cathy, your commitment to your various positions, your staff, your coworkers, and the many projects that you have been involved in has been the mark of a truly dedicated employee. Your work is to be commended. Your hard work and diligence have greatly benefited the Social Services Department.

Cathy, we wish you much happiness as you enter the next journey through life. We, the Blair County Board of Commissioners, present this Certificate of Retirement and Appreciation with heartfelt gratitude and appreciation on this 27<sup>th</sup> day of March, 2018.

**BLAIR COUNTY BOARD OF COMMISSIONERS:**

**Bruce R. Erb, Chairman**

**ATTEST:**

**Terry Tomassetti, Vice-Chairman**

**Helen P. Schmitt, County Administrator**

**Ted Beam, Jr., Secretary**

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt the Certificate of Retirement and Appreciation.

**PROCLAMATION - PENNSYLVANIA 811 SAFE DIGGING MONTH:**

Commissioner Beam read the following Proclamation:

*Proclamation*

*Designating the month of April 2018 as "Pennsylvania 811 Safe Digging Month."*

**WHEREAS,** As engineers, designers, excavators and homeowners work to keep pace with this Commonwealth's unprecedented economic development, it is important to minimize damage to underground utility lines, danger to workers, environmental pollution and loss of utility service to Pennsylvania citizens; and

**WHEREAS,** The Pennsylvania One Call System, a utility service information center celebrating its 46<sup>th</sup> year of continuous service to the Commonwealth, is key to preventing injuries and damage when excavating; and

**WHEREAS,** This unique service provides easy, one-call notification about construction and excavation projects which may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

**WHEREAS,** This vital service, which began with only six utility companies in western Pennsylvania and the City of Pittsburgh, now serves more than 100,000 excavators and 3,600 critical infrastructure owners throughout this Commonwealth; and

**WHEREAS,** Each year, the Pennsylvania One Call System receives more than 750,000 notification requests and transmits more than six million notifications, providing protection to utility companies, their employees and customers;

**NOW, THEREFORE, BE IT RESOLVED,** That the County of Blair designates the month of April 2018 as "Pennsylvania 811 Safe Digging Month" to encourage all excavators and homeowners of the County of Blair to Dial 8-1-1 or 1-800-242-1776 at least three business days before digging in order to "Know What's Below," avoid injury, protect the environment, and prevent millions of dollars in damages and to remind excavators that three business days' notice is the law, for safe digging is no accident, and that more information may be obtained by visiting [www.pa811.org](http://www.pa811.org).

**Blair County Board of Commissioners:**

Bruce R. Erb, Chairman

Terry Tomassetti, Vice-Chairman

**Attest:**

Ted Beam, Jr., Secretary

Helen P. Schmitt, County Administrator  
March 27, 2018

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt the Proclamation.

## **COMMISSIONERS COMMENTS:**

Commissioner Erb called for Commissioner Comments.

Commissioner Tomassetti announced that today's previously scheduled presentation by Elaine Ebersole Conrad of the Blair County Genealogy Society has been cancelled until a later date due to illness.

Commissioner Tomassetti presented two (2) photographs that were taken and donated to the county by a photographer who wishes to remain anonymous.

The first photograph is of the Lady Justice Statue and the second photograph is a lighted night view of the outside of the historic section of the courthouse. Commissioner Tomassetti stated that the photographs will be hung in the hallway crossover between the historic section of the courthouse and the new section. He extended a thank you, on behalf of the county, to the anonymous photographer for the donation and praised him for his excellent photography skills.

Commissioner Beam extended congratulations to the Bellwood Antis Girls Basketball Team on winning the State Championship Game yesterday in Hershey, PA.

Commissioner Beam extended sincere sympathies, on behalf of the county, to Magisterial District Judge Jackson on the passing of his mother.

## **CONSENT AGENDA:**

### **Resolution 112 – 2018:**

- a. Payment of one (1) Warrant List dated 03/26/18 in the amounts of \$380,336.91, which includes payment of the following invoices:
  - **2014 Project Fund/Bond/ Clock Tower Project:** Invoice #02895-0038-1, received from Keller Engineers, Inc., in the amount of \$2,333.42, for structural engineering services.
  - **2017 Project Fund/Bond/Elevator Modernization Project:** Invoice #17-175-02, received from JPT Architects, in the amount of \$3,597.92, for Professional Services from 12/1/17 through 12/30/17.
- b. Payment of two (2) Bill Lists for the Department of Social Services, dated 03/20/18 and 03/21/18, in the total amounts of \$56,483.94 and \$585,458.84, respectively, which includes payments of the following two (2) checks:
  - Check #33184, payable to UPMC Altoona, in the amount of \$2,238.55; and Check #33815, payable to Home Nursing Agency, in the amount of \$54,245.39.
- c. **Budget Transfer:** From 01151-46080 Sheriff – FA Capital Outlay \$35,000.00 To 01107-44030 Assessment – Professional Services.
- d. **Budget Transfer:** From 01156-44080 Domestic Relations General Fund \$60.00 To 34156-44080 Domestic Relations Title IV Fund – Legal Services.
- e. **Fort Roberdeau:** Requesting approval of an Affiliation Agreement between the County of Blair and Shippensburg University for the purpose of student internship opportunities. Internship opportunities will be at no cost to the county.
- f. **Employment:** Felicia A. Hencherick, FT, Administrative Accounting Assistant, Controller, \$18,564.00/yr., effective 03/26/18; Logan K. Tornatore, FT, Sheriff's Deputy, Sheriff's Office, \$28,579.20/yr., effective 03/26/18.
- g. **Resignations:** Derrian J. Matchock, PT, Fill-In Corrections Officer, Prison, \$14.42/hr., effective 03/30/18; Matthew A. Anders, FT, Corrections Officer, Prison, \$19.54/hr., effective 02/25/18; Heidy A. Mullins, FT, Administrative Assistant, Assessment Office, \$16,270.80/yr., effective 03/19/18.
- h. **Terminations:** Aimee L. Langensiepen, FT, Assessor II, Assessment Office, \$21,949.20/yr., Did Not Report for 1<sup>st</sup> day of employment, effective 03/26/18.
- i. **Retirements:** Cathy L. Crum, FT, Human Services Director, Social Services, \$43,399.20/yr., effective 03/30/18.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 112-2018.

Commissioner Tomassetti noted his abstention on payment of the following invoices payable to Keller Engineers, Incorporated due to a conflict of interest:

- Invoice #02895-0038-1, in the amount of \$2,333.42; Invoice #02895-0033-13, in the amount of \$593.75; Invoice #2, in the amount of \$13,765.01; Invoice #02895-0020-18, in the amount of \$1,150.00; Invoice #02895-0040-2, in the amount of \$410.00; and Invoice #02895-0020-19, in the amount of \$1,350.00.

Commissioner Erb noted his abstention on payments of two (2) Bill Lists for the Department of Social Services, which includes payment of the following checks due to a conflict of interest:

- Check #33184, payable to UPMC Altoona, in the amount of \$2,238.55; and Check #33815, payable to Home Nursing Agency, in the amount of \$54,245.39.

**UNFINISHED BUSINESS:**

**Adoption of Resolutions:**

**Resolution – 2018:**

There was no unfinished business.

**OLD BUSINESS:**

**Lawyer’s Lobby:**

- a. Acceptance of quotes received for the Lawyer’s Lobby Chandelier.

David Albright stated that he solicited proposals for a 1905-1906 vintage restoration chandelier fixture that will be placed in the Lawyer’s Lobby as part of the preservation grant award. He stated that the chandelier will be part of the emergency lightening back up system.

Mr. Albright stated that he received the following three (3) proposals:

The Hite Company	\$14,070.00
Scott Electric	\$14,050.00
Friedman Electric	\$14,430.00

Mr. Albright stated that it would take approximately thirteen (13) weeks from date of order until delivery and receipt of the chandelier fixture. He stated that the fixture would be delivered to the courthouse and installed by Bettwy Electric the electrical contractor for the project.

Commissioner Tomassetti stated that the proposal received are over the \$7,500.00, amount allocated in the preservation grant application for the chandelier fixture. He stated that additional amount needed can be paid from the 2017 Bond. However, the Courthouse Preservation Team has spoken with Judge Kopriva about perhaps using the funds donated to the Courthouse House Preservation Fund in her honor for the chandelier purchase. He stated that Judge Kopriva agrees that this would be a perfect use of the preservation funds.

Discussion followed.

**Resolution 113-2018:** A resolution approving the acceptance of the following quotes received for the Lawyer’s Lobby Chandelier, with award to Scott Electric; and any amount over the \$7,500.00 allocated by the preservation grant award for the chandelier being paid from the Courthouse Preservation Fund.

The Hite Company	\$14,070.00
Scott Electric	\$14,050.00
Friedman Electric	\$14,430.00

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 113-2018.

- b. Discussion concerning additional proposals received for the replacement of one (1) door in the Lawyer’s Lobby.

David Albright stated that he re-solicited proposals for the door in the Lawyer’s Lobby. He stated that he did redo the specifications to entice the proposal’s appeal without jeopardizing the quality of the door. He stated that he received the following quotes:

Contract Hardware & Supply, Inc.	\$8,736.00
Keystone Industrial Sales & Service, Inc.	\$8,910.72

**Resolution 114-2018:** A resolution approving the acceptance of the following proposals received for the replacement of one (1) door in the Lawyer’s Lobby, with award to Contract Hardware & Supply, Inc.:

Contract Hardware & Supply, Inc.	\$8,736.00
Keystone Industrial Sales & Service, Inc.	\$8,910.72

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 114-2018.

**Courthouse Exterior Window Restoration Project (1875 and 1906 Section):**

Chris Cook presented discussion concerning the proposal received from Albert Michaels Conservation, Inc., in an amount not to exceed \$129,986.93, for restoration of exterior windows located in the 1875 section of the Courthouse and also discussion concerning an add-on to the proposal for the restoration of 18 sashes and 9 frames of windows located in the 1906 section of the courthouse in an amount not to exceed \$43,130.67.

Mr. Cook stated that the proposal from Albert Michaels Conservation is for the restoration of the remaining exterior windows in the 1875 section of the courthouse. He stated that the amount is for a total of twenty-nine windows and includes scaffolding.

Discussion followed.

**Resolution 115-2018:** A resolution approving a proposal received from Albert Michaels Conservation, Inc., in an amount not to exceed \$129,986.93, for restoration of exterior windows located in the 1875 section of the Courthouse; and also for the restoration of 18 sashes and 9 frames of windows located in the 1906 section of the courthouse, in an amount not to exceed \$43,130.67.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 115-2018.

**Lawyer's Lobby**

**Change Order #1 - Albert Michaels Conservation Contract**

Chris Cook presented discussion concerning Change Order #1 for two (2) slabs of marble and plasterwork to a portion of the wall in the Lawyer's Lobby, in the amount of \$4,758.60.

Mr. Cook stated that it has been discovered that when a pass thru window had been installed severe damaged had occurred to two (2) slabs of marble and a portion of the wall. He stated that the damage is of such that patch work cannot be done to the marble. Mr. Cook stated that the plasterwork to the wall will take up to thirty (30) days to cure and the timeframe for completion and receipt of the marble is approximately six (6) weeks. He stated that the plasterwork can be done upon approval of the change order so that the necessary curing time can occur prior to receipt of the marble.

Discussion followed.

**Resolution 116-2018:** A resolution approving Change Order #1 received from Albert Michaels Conservation, Inc., for two (2) slabs of marble and plasterwork to a portion of the wall in the Lawyer's Lobby, in the amount of \$4,758.60.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 116-2018.

**TABLED ITEMS:**

**Blair County Human Resources:**

Requesting approval of a Collective Bargaining Agreement between the County of Blair and SEIU Healthcare Pennsylvania CTW, CLC (building and grounds and highway) for the period of January 1, 2017 through December 31, 2019.

This item remains tabled.

**NEW BUSINESS:**

**Courtrooms Temporary Relocation Project:**

Janice Meadows presented discussion concerning quotes received for network switches and patch cables necessary for additional network connectivity to the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the new wing due to the relocation of the Judges' and court offices during renovations on the 2<sup>nd</sup> floor of the historical wing.

Mrs. Meadows stated that the IT Department solicited three (3) quotes for network switches and patch cables. She stated that the quotes received for network switches are as follows:

Server	\$6,400.00
Government Connections	\$7,860.30
CDW-G	\$8,980.53

Mrs. Meadows stated that the quote received for patch cables is \$430.44. She stated that the lowest quote received for this project would be the quote received from Server, in the amount of \$6,400.00, for network switches. The two amounts (\$430.44 for patch cables plus \$6,400.00 for network switches for a total project is of \$6,830.44) will be paid from the bond fund.

Commissioner Erb stated that he and his fellow commissioner's would like time to review the quotes received and would also like Mrs. Meadows and the IT Department to work with Becky Robinson in Purchasing Department to see if there maybe vendors through US Communities who may be able to provide quotes for this project as well.

Discussion followed.

**Fuel Tanks Removal Project:**

Rocky Greenland requested approval of a Bill of Sale between the County of Blair and P. Joseph Lehman transferring ownership of the two (2) 6,000-gallon fuel tanks pursuant to the contract dated November 7, 2017.

Mr. Greenland stated that the Bill of Sale was drafted by Solicitor Karn.

Discussion followed.

**Resolution 117-2018:** A resolution approving a Bill of Sale between the County of Blair and P. Joseph Lehman transferring ownership of the two (2) 6,000-gallon fuel tanks pursuant to the contract dated November 7, 2017.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 117-2018

**Blair County Sheriff's Office:**

Jim Ott requested approval of an office identification/title change from Blair County Sheriff's Department to Blair County Sheriff's Office.

Sheriff Ott stated that the request for the department name change is based on the code and title set nationwide. He stated that the change will be at no cost to the county.

**Resolution 118-2018:** A resolution approving an office identification/title change from Blair County Sheriff's Department to Blair County Sheriff's Office. Change will be at no cost to the county.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 118-2018.

**Blair County Community Action Agency:**

County Administrator Helen Schmitt presented discussion concerning a commissioner appointee to the Blair County Community Action Agency Board of Directors.

Discussion followed.

**Resolution 119-2018:** A resolution approving the acceptance of the resignation of Commissioner Ted Beam, Jr., from the Blair County Community Action Agency Board of Directors and the approval of the appointment of Commissioner Bruce R. Erb to the Board.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 119-2018.

**ADJOURN:**

Meeting Adjourned,

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Helen P. Schmitt, County Administrator