

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, JUNE 5, 2018, 10:00 A.M.**

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **APPROVAL OF MINUTES – MAY 29, 2018**
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
7. **PROCLAMATIONS**

    Pennsylvania Association of School Retirees June 28, 2018

    Child Welfare Professionals Appreciation Week June 4 thru 8, 2018

8. **CONSENT AGENDA**

**Resolution 208-2018:**

- a. Payment of a Warrant List, dated May 31, 2018, in the amount of \$23,095.00 which includes payment of the following invoice:
  - **2017 Project Fund/Bond/Capitol Purchase:** Payment of an invoice from Tri-Star Motors, in the amount of \$23,095.00 for a Dodge Journey for the Juvenile Parole Office.
- b. Payment of two (2) Warrant Lists, dated June 4, 2018, in the amount of \$22,260.98 and \$353,487.60 which includes payment of the following invoices:
  - One invoice payable to UPMC Altoona in the amount of \$94.75.
  - **2017 Project Fund/Bond/Munis Implementation:** Payment of one invoice from Tyler Technology in the amount of \$5,533.43 for MUNIS implementation dates in April; Payment of one invoice from CDW-G in the amount of \$1,303.50 for computers at each MDJ location.
  - **2017 Project Fund/Bond/Elevator Modernization Project:** Payment of one invoice to JPT Architects in the amount of \$3,511.00 for services in April.
  - **2017 Project Fund/Bond/Courtroom 1 & 2 Relocation:** Payment of an invoice from Contract Hardware in the amount of \$540.00 for a steel door.
- c. Payment of one (1) Preliminary Check Writing Report for the Department of Social Services, dated 5/31/18, in the amount of \$1,079.65.
- d. **Employment:** Ashley Bem, Custody Processor, Court Administration, \$16,562.00/ yr., effective 6/4/18; Cassie Brumbaugh, Joey Corey, Amanda Ickes, Brandon McClellan, Parker McClellan, Michael Sanders, Nathaniel Simmers, Sierra Young, Seasonal, Highway, \$10 hr., effective 6/4/18; Anita Hoover, Clerk Typist I, Prothontoary, \$14,141.40/yr., effective 6/4/18; Candice Kamler, Correctional Case Manager, Prison, \$18,491.20/hr., effective 6/4/18; Theresa Green, Temporary Department Assistant, MDJ DeAntonio, \$9.00/hr., effective 6/4/18.
- e. **Resignations:** Kyler Diehl, Corrections Officer, Prison, \$19.54 hr., effective 5/27/18; Jamie Campbell, Administrative Assistant, Assessment, \$16,270.80/yr., effective 6/1/18.
- f. **Terminations:** Katie Johnson, District Court Administration, MDJ DeAntonio, \$15,724.80/yr., effective 6/1/18; Dawn Leonard, District Court Administration, MDJ DeAntonio, \$15,724.80/yr., effective 6/1/18.

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. **County Road 101 (Everett Road):**

    Requesting approval of a Highway Occupancy Permit Application submitted by Stiffler McGraw on behalf of Freedom Township to replace the existing sanitary sewer along County Road 101, Everett Road, located in Freedom Township, Project #90-0008.350.

B. **Ordinance:**

    Requesting approval for the adoption of Ordinance 2-2018, approving the expansion of the Intergovernmental Cooperation Agreement, for Emergency 911 Services, to include the Counties of Cambria, Centre and Somerset, and permitting other counties to join without the need to adopt future Ordinances.

C. **Southern Alleghenies Service Management Group:**

    Requesting approval of a FY 18/19 contract between the County of Blair and Southern Alleghenies Service Management Group for Intellectual Disabilities and Early Intervention Services, effective 7/1/18 through 6/30/19.

D. **Audit – 2017**

Requesting approval of a deadline extension, from 5/29/18 to 06/15/18, for the completion of the 2017 audit by Young, Oakes, Brown and Company (YOBCO).

E. **Tyrone 9<sup>th</sup> Street Pedestrian Bridge**

Requesting approval of a letter addressed to Tyrone Borough terminating the maintenance agreement for the Tyrone 9<sup>th</sup> Street Pedestrian Bridge between the County of Blair and Tyrone Borough.

10. **OLD BUSINESS**

**Courthouse Exterior Window Restoration Project (Remaining Windows in 1906 Section):**

Discussion concerning the proposal received from Albert Michaels Conservation, Inc., in an amount not to exceed \$216,446.58, for the following window restoration work: (at Union Street side) for recreation of 6 window mullions, restoration of stained glass window frames at side exit (excluding pocket doors), restoration of two basement frames and sashes, including the removal of the expanded metal from all basement windows, (at alley alcove), restore a total of 23 double hung windows and sashes, including dormers, including the restoration of a total of 11 sashes, currently missing mullions, 9 basement window openings, to include actual window frames and louvered openings, 2 sets of metal shutters and 3 window frames as the stained glass of courtroom #1 (frames only, excludes restoration of the stained glass), in the 1906 section of the Courthouse.

11. **ADJOURN**

**WORK SESSION: TUESDAY, June 5, 2018, 10:00 A.M.:**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, New Addition.

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

Others Present: Jeff Spencer (Stiffler McGraw), Chris Cook (Albert Michaels Conservation), Jenn Sleppy and Sarah Chuff (Finance), Bobbie Hofer, Georgette Ayers, Maria Gibson, Betsy Vannest, Marie Luciano, Nancy Bernecky and Kerrie Baughman (CYF), Kay Stephens (Altoona Mirror), James Ott (Sheriff), Jamie Henry (South Alleghenies Service Management Group), Katie Buchanan (Rep. John McGinnis' Office), and Nicole Hemminger (Commissioners 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 – MAY 1, 2018:**

Commissioner Erb called for corrections or changes to the meeting minutes of May 29, 2018. **There were no corrections or changes noted.**

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt the minutes.

**COMMISSIONERS COMMENTS:**

Commissioner Erb reminded all those present that the next Community Outreach Meeting will be held June 14, 2018 at the Altoona Library. He invited members of the public to attend

Commissioner Erb also recognized Altoona Mirror Reporter, Kay Stephens, on recently receiving First Place in the Pennsylvania Women's Press Association for outdoor/environmental coverage.

**PROCLAMATIONS:**

Commissioner Beam read the following proclamation recognizing June 28, 2018, as Pennsylvania Association of School Retirees Day in Blair County.

**PROCLAMATION  
PENNSYLVANIA ASSOCIATION OF SCHOOL RETIREES  
JUNE 28, 2018**

**WHEREAS**, the Pennsylvania Association of School Retirees (PASR) was established on December 28, 1937, and is a pioneer of non-profit voluntary membership organizations nationally, having helped establish both the National Retired Teachers Association (NRTA) and then the American Association of Retired Persons (AARP) in 1958; and

**WHEREAS**, the Pennsylvania Association of School Retirees is celebrating its 80<sup>th</sup> Anniversary of service to the citizens of the Commonwealth of Pennsylvania; and

**WHEREAS**, the Pennsylvania Association of School Retirees is a diverse and inclusive organization, composed of Pennsylvania public school retirees: former teachers, nurses, secretaries, classroom building aides, bus drivers, cafeteria workers, counselors, maintenance staff, and administrators; and

**WHEREAS**, the Pennsylvania Association of School Retirees' members volunteer across this state and other states, dedicated to the well-being of children, the elderly, and all those in need; and

**WHEREAS**, the Pennsylvania Association of School Retirees' members assist Pennsylvania's communities, donating to food banks, clothing banks, day and child care, and libraries; and

**WHEREAS**, the Pennsylvania Association of School Retirees recognizes the outstanding achievements of public school educators and employees through educational grants, and awards students obtaining a higher education through scholarship donations; and

**WHEREAS**, the Pennsylvania Association of School Retirees strives to improve the well-being of senior Pennsylvanians.

**THEREFORE, WE**, the Blair County Board of Commissioners, recognize the contributions of the Pennsylvania Association of School Retirees for the past 80 years and do hereby proclaim June 28, 2018, as PASR DAY. We encourage all residents of Blair County to join in and recognize this special observance.

**ATTEST:**

**BLAIR COUNTY  
BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
Bruce R. Erb, Chairman

\_\_\_\_\_  
Terry Tomassetti, Vice-Chairman

\_\_\_\_\_  
Helen P. Schmitt, County Administrator

\_\_\_\_\_  
Ted Bean, Jr., Secretary

June 5, 2018

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

Commissioner Erb read the following proclamation recognizing June 4 thru June 8, 2018, as Child Welfare Professionals Appreciation Week.

**PROCLAMATION  
CHILD WELFARE PROFESSIONALS APPRECIATION WEEK  
JUNE 4-8, 2018**

**WHEREAS**, every day in Pennsylvania, thousands of children are at risk of child abuse and neglect or have been removed from their homes due to such abuse and neglect; and

**WHEREAS**, The County of Blair and Blair County Children, Youth and Families recognize the risks and need to intervene to protect Blair County's children; and

**WHEREAS**, the hard work of investigating child abuse, providing services to families, assessing safety and initiating steps to protect children, and providing services to assure that Blair County's children are provided with healthy, nurturing care, support as they transition into adulthood, and needed services in the family to be able to reunify falls to the caseworkers of the Blair County, Pennsylvania child welfare system; and

**WHEREAS**, the work of caseworkers requires them to enter into situations in which their personal safety may be put at risk; and

**WHEREAS**, child welfare caseworkers work in severely trying emotional situations with children who have been victimized by physical abuse, sexual abuse, neglect, and other forms of maltreatment; and

**WHEREAS**, to be successful, child welfare caseworkers must develop great skill in working with families who are in crisis situations, struggling with mental health challenges, suffering from drug and alcohol afflictions, poverty, and other difficult issues; and

**WHEREAS**, caseworkers selflessly undertake the endeavor to protect Pennsylvania's children, often with low pay, long hours, tremendous demands, little appreciation and great criticism, and with dramatic impacts to their personal life; and

**WHEREAS**, every year, caseworkers are injured or killed in their pursuit to protect children across the United States; and

**WHEREAS**, innumerable injuries and deaths of children have been averted due to the efforts of child welfare caseworkers;

**THEREFORE**, in special recognition of the efforts of the child welfare professionals serving the children of Blair County, That We, The Blair County Commissioners, do hereby proclaim **June 4-8, 2018**, as "Child Welfare Professionals Appreciation Week" in Blair County and encourage all citizens to recognize the invaluable service and sacrifice of our County's dedicated child welfare caseworkers.

**BLAIR COUNTY  
BOARD OF COMMISSIONERS**

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Bruce Erb, President

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Terry Tomassetti, Vice President

Attest:

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Ted Beam, Jr., Secretary

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Helen P. Schmitt, County Administrator

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

**CONSENT AGENDA**

**Resolution 208-2018:**

- a. Payment of a Warrant List, dated May 31, 2018, in the amount of \$23,095.00 which includes payment of the following invoice:
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Commissioner Erb noted his abstention on consent agenda, item b, on the payment of one invoice to UPMC Altoona in the amount of \$94.75, due to a conflict of interest

Motion by Commissioner Tomassetti and Seconded by Commissioner Beam and unanimously approved to adopt Resolution 161-2018.

## **STAFF REPORTS & SPECIAL BUSINESS**

### **County Road 101 (Everett Road):**

Jeff Spencer requested approval of a Highway Occupancy Permit Application submitted by Stiffler McGraw on behalf of Freedom Township to replace the existing sanitary sewer along County Road 101, Everett Road, located in Freedom Township, Project #90-0008.350.

Mr. Spencer stated that recent inspections of the sewer line discovered deficiencies in the system. The Highway Occupancy Permit will replace 865 feet of sewer line, five (5) man holes and service laterals to numerous residents on County Road 101.

Mrs. Schmitt stated that the permit has been reviewed by Solicitor Karn, County Engineer Brian Wisner of Keller Engineer and Rocky Greenland.

**Resolution 209-2018:** A Resolution approving the Highway Occupancy Permit Application submitted by Stiffler McGraw on behalf of Freedom Township to replace the existing sanitary sewer along County Road 101, Everett Road, located in Freedom Township, Project #90-0008.350.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 209-2018.

### **Ordinance:**

Helen Schmitt requested approval for the adoption of Ordinance 2-2018, approving the expansion of the Intergovernmental Cooperation Agreement, for Emergency 911 Services, to include the Counties of Cambria, Centre and Somerset, and permitting other counties to join without the need to adopt future Ordinances.

Mrs. Schmitt stated that the Ordinance was publically advertised on May 26, 2018 and is now ready for formal action.

### **ORDINANCE NO. 2-2018**

AN ORDINANCE OF THE COUNTY OF BLAIR, PENNSYLVANIA APPROVING THE EXPANSION OF THE INTERGOVERNMENTAL COOPERATION AGREEMENT FOR EMERGENCY 9-1-1 SERVICES

The County of BLAIR hereby resolves the following:

#### **SECTION 1. TITLE.**

This Ordinance shall be known and cited as the BLAIR County Approval of the expansion of the Intergovernmental Cooperation Agreement for Emergency 9-1-1 Services, with an effective date of February 17, 2015.

#### **SECTION 2. AUTHORITY.**

The County of BLAIR is permitted to enter into intergovernmental agreements in the exercise or performance of its governmental functions, powers or responsibilities by authority of 53 Pa.C.S.A. §2301, *et seq.*

#### **SECTION 3. APPROVAL.**

The Intergovernmental Cooperation Agreement was executed by the Counties of Bedford, Blair, Fulton and Huntingdon in 2015. This Intergovernmental Cooperation Agreement is now expanded to include the Counties of Cambria, Centre and Somerset includes some non-substantive amendments to the Intergovernmental Cooperation Agreement along with the ability to permit other counties to join without the need to adopt future Ordinances.

#### **SECTION 4. TERMS OF AGREEMENT.**

A. The terms of the Intergovernmental Cooperation Agreement named in Section 3 of this Ordinance are summarized as follows:

1. Each County shall authorize and direct its Director of Emergency Services, 911 Director/Coordinator to regularly attend meetings with the other Directors from the Counties to communicate, plan, strategize and make recommendations to their respective Boards of Commissioners.

2. Each County shall designate one Commissioner liaison to attend such meetings as are called amongst the Counties for the purposes of communicating, planning and receiving recommendations from the Directors from the Counties prior to submitting any recommendation to the Boards of Commissioners for the Counties for approval. These meetings will be scheduled as necessary based upon the consensus of the Directors from the Counties understanding that the meetings of the Directors as provided for in paragraph 2 above will be more frequent than the meetings provided for hereunder.

3. With respect to backup of a County's 9-1-1 call center and sharing of equipment, all Counties involved in such backup and/or sharing of equipment shall not proceed to delegate and/or provide backup and/or share equipment until the Board of Commissioners for each County involved in any of the foregoing has passed a Resolution at a public meeting setting forth the delegation and/or provision of backup and/or what is being shared. To the extent cost sharing is involved, such resolution shall set forth the terms of any payment from one County to another County specifically including the amount and frequency of such payment and how such payment shall be adjusted (i.e., for instance, the resolution may provide that County A is paying 10% of the maintenance agreement for a particular piece of equipment owned by County B based upon County A's sharing of the equipment using the invoice County B receives from the vendor providing the maintenance agreement).

4. With respect to grants or other funding that some or all of the Counties desire to strategically utilize, a Resolution shall be passed in a public meeting by the Boards of Commissioners of the participating Counties designating a single County as the applicant, supporting the County-applicant's application and approving how the capital resource being funded will be shared or utilized as between the Counties along with any cost sharing in accordance with paragraph 5 above.

5. All employees shall continue to be employees of their regular employing County, and there shall be no joint employees. Each County shall individually provide to its employees such insurance, group insurance, and employee benefits as such County may determine. Each County shall individually provide for its employees the Social Security and other tax withholding, workers compensation, unemployment compensation, and other required benefits for employees as required by state and federal law.

6. To the extent necessary under the PSETA, in the event that some or all of the Counties engage in backup and sharing as provided for above, any County performing any action under the PSETA on behalf of another County, such performing County shall be deemed to have been delegated such authority by the other County. As a matter reciprocal to the responsibilities and duties delegated in this Agreement, each County, its elected and public officials and employees shall have the same immunities from liability, the same limitations on damages, the same rights and benefits, and the same powers as would be had by, preserved to or applicable to a municipality, its employees, officers and officials under the provisions of the Political Subdivisions Tort Claims Act [Subchapter C of Chapter 85 of Title 42 of The Pennsylvania Consolidated Statutes, Act 142 of October 5, 1980, as amended, 42 Pa. C.S.A. §8541 *et. seq.*], and/or under provisions of any other Pennsylvania law or any federal law, now or hereafter enacted which provides for immunities, limitations, rights, benefits, or powers in connection with the subject matter of this Agreement.

7. Any County providing backup and/or sharing equipment to which the County is entitled to certain reimbursement from another County and the reimbursing County fails to timely pay the County providing the service, the County providing the service may terminate such service until paid in full upon twenty (20) days written notice of the untimely payment.

**B. Term.** This Agreement shall become effective for each County hereto when each County, by Ordinance of its Board of Commissioners, adopts and approves this Agreement, and authorizes the President and/or Vice-President of the Board of Commissioners to execute the same and the Chief Clerk to attest to the same. Any County may withdraw from this Agreement at any time, by Ordinance approved by Board of Commissioners with an approved/executed copy of such Ordinance provided to the other Counties at least ninety (90) days in advance of the time of withdrawal. The withdrawal of one or two Counties shall not cause the termination of

this Agreement. The withdrawal from this agreement by three Counties shall cause this Agreement to be terminated. All Resolutions passed by any County in relation to any withdrawing County, including the withdrawing County's Resolutions, shall be terminated as of the withdrawal date as provided for herein unless re-approved by the withdrawing County or other effected Counties prior to the withdrawal date. This Agreement shall continue until terminated by the agreement of the parties or the withdrawal of three Counties.

C. Joinder by future counties. Any county may join the Agreement by Ordinance approved by Board of Commissioners with an approved/executed copy of such Ordinance provided to the other Counties at least thirty (30) days in advance of the time of joinder. It shall not be necessary for the existing member Counties to pass a new Ordinance; however, all member Counties will re-execute the Agreement along with the joining county.

D. Purpose and Objective. The purpose and objective of the Agreement is for the Bedford, Blair, Cambria, Centre, Fulton, Huntingdon and Somerset Counties is to share existing assets within their own Emergency 9-1-1 systems and provide back up to other 9-1-1 call centers in the event of a mechanical problem or disaster in order that emergency calls can still be processed. Additionally, the foregoing Counties want to explore leveraging resources and funding in a manner where each County would still remain financially responsible for their own operations and make actual purchases of capital items but the Counties will cooperate in sharing and use of such capital items.

E. Manner and Extent of Financing the Agreement. The parties to the Agreement remain responsible for financing their own activities. The parties will cooperate, plan and strategize with respect to applying for grants and other finances. Any cost reimbursement must be approved by all Counties involved.

**SECTION 5. INCORPORATION OF AGREEMENT.**

A copy of the above-mentioned Intergovernmental Cooperation Agreement is attached hereto and the same is hereby incorporated as part of this Ordinance as if fully set forth at length with the intent of the attachment and incorporation of said Intergovernmental Cooperation Agreement into this Ordinance being to satisfy 53 Pa.C.S.A. §2307.

**SECTION 6. EXECUTION OF AGREEMENT.**

After enactment of an ordinance by the Intergovernmental Cooperation Agreement by Bedford, Blair, Cambria, Centre, Fulton, Huntingdon and Somerset Counties, the Agreement shall be signed by the president or vice-president of each county and attested by the Chief Clerk, and the corporate seal of said county shall be applied and affixed to the Agreement.

**SECTION 7. REPEALER; SEVERABILITY.**

All Ordinances or parts of Ordinances which are inconsistent hereby are hereby repealed. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared the intent of the Board of Commissioners that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

**SECTION 8. EFFECTIVE DATE.**

This Ordinance shall become effective upon the earliest date provided by law.  
ORDAINED AND ENACTED as an Ordinance of the County of Blair this 5th day of June, 2018.

BLAIR COUNTY COMMISSIONERS

\_\_\_\_\_  
Bruce R. Erb, President

\_\_\_\_\_  
Terry Tomassetti, Commissioner

\_\_\_\_\_  
Ted Beam, Jr., Commissioner

ATTEST:

\_\_\_\_\_  
Helen P. Schmitt, Chief Clerk

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Ordinance 2-2018.

**Southern Alleghenies Service Management Group:**

Jamie Henry requested approval of a FY 18/19 contract between the County of Blair and Southern Alleghenies Service Management Group for Intellectual Disabilities and Early Intervention Services, effective 7/1/18 through 6/30/19.

Mr. Henry stated that the contract has been forwarded to Solicitor Karn for his review. Solicitor Karn indicated that some language will need to be added.

Discussion followed.

**Audit – 2017:**

Requesting approval of a deadline extension, from 5/29/18 to 06/15/18, for the completion of the 2017 Audit by Young, Oakes, Brown and Company (YOBCO).

**Resolution 210-2018:** A Resolution approving a deadline extension, from 05/29/18 to 06/15/18, for the completion of the 2017 Audit by Young, Oakes, Brown and Company (YOBCO).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 210-2018.

**Tyrone 9<sup>th</sup> Street Pedestrian Bridge:**

Helen Schmitt requested approval to terminate the maintenance agreement for the Tyrone 9<sup>th</sup> Street Pedestrian Bridge between the County of Blair and Tyrone Borough.

Mrs. Schmitt stated that Quit Claim deed has been filed with the Blair County Recorder of Deeds. The termination language in the Maintenance Agreement between the Borough of Tyrone and The County of Blair states that the agreement can be terminated with a 30-day written notice.

Discussion followed.

**Resolution 211-2018:** A resolution terminating the maintenance agreement for the Tyrone 9<sup>th</sup> Street Pedestrian Bridge between the County of Blair and Tyrone Borough.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 211-2018.

**OLD BUSINESS**

**Courthouse Exterior Window Restoration Project (Remaining Windows in 1906 Section):**

Chris Cook presented discussion concerning the proposal received from Albert Michaels Conservation, Inc., in an amount not to exceed \$216,446.58, for the following window restoration work: (at Union Street side) for recreation of 6 window mullions, restoration of stained glass window frames at side exit (excluding pocket doors), restoration of two basement frames and sashes, including the removal of the expanded metal from all basement windows, (at alley alcove), restore a total of 23 double hung windows and sashes, including dormers, including the restoration of a total of 11 sashes, currently missing mullions, 9 basement window openings, to include actual window frames and louvered openings, 2 sets of metal shutters and 3 window frames as the stained glass of courtroom #1 (frames only, excludes restoration of the stained glass), in the 1906 section of the Courthouse.

Mr. Cook stated that this proposal would complete the exterior wooden portion for all of the windows on both the 1887 and 1906 sections of the courthouse. It was noted that this proposal added to the previously approved proposal for the 1875 and certain 1906 window restoration project does exceed the amount set aside in the 2017 Project fund (2017 Bond) for window restoration work, However, the proposals presented as part of the bond issuance documents did not include the street level and below ground windows. The additional cost of these thirteen (13) windows represents the overage amount in the bond.

Discussion followed.

**ADJOURN:**

Meeting Adjourned,