

BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, JUNE 12, 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 – JUNE 5, 2018**
- 5. PUBLIC COMMENT**
- 6. UPCOMING MEETINGS**

Wednesday, June 13, 2018

Thursday, June 14, 2018	9:00 a.m.	Retirement Board (Conference Room 2B, 2 nd Floor)
	10:15 a.m.	Salary Board (Conference Room 2B, 2 nd Floor)
	6:00 p.m.	Commissioners Outreach Meeting (Altoona Public Library)

Friday, June 15, 2018

Monday, June 18, 2018	3:00 p.m.	ABCD Corp. Board Meeting (ABCD Corp. Board Room)
Tuesday, June 19, 2018	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Floor)
	6:00 p.m.	Commissioners Outreach Meeting (Tyrone-Snyder Public Library)

Wednesday, June 20, 2018

Thursday, June 21, 2018	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Floor)
	8:30 a.m.	Prison Board (At the Prison)
	10:00 a.m.	Records Improvement (Conference Room 2B, 2 nd Floor)
	7:30 p.m.	Ag Land Preservation Board (Conservation District Office)

Friday, June 22, 2018

Monday, June 25, 2018

Tuesday, June 26, 2018	10:00 a.m.	Commissioner Business Session (Conference Room 2B, 2 nd Floor)
	1:30 p.m.	Metropolitan Planning Organization (PennDot, Conference Room 1CA)

7. COMMISSIONERS COMMENTS

8. CONSENT AGENDA

Resolution 212-2018:

- a. Payment of four (4) Warrant Lists, in the amounts of \$699,562.52; 309,563.97; 260,282.64; and 3,015.65, which include payments of the following invoices:
 - **2017 Project Fund/Bond/Reassessment Project:** Payment of an invoice received from Eastburn and Gray, PC, in the amount of \$45.00, for Professional Services Rendered.
 - **2017 Project Fund/Bond/Elevator Modernization Project:** Payment of an invoice received from JPT Architects, in the amount of \$1,824.92, for Professional Services Rendered for the period of 05/01/18 through 05/31/18.
 - **2017 Project Fund/Bond/Courtroom Relocation Project:** Payment of three (3) invoices received from Lowes Companies, in the amounts of \$509.50, \$141.82 and \$32.16, for miscellaneous building supplies.
 - **2017 Project Fund/Bond/Courthouse Water Infiltration Project:** Payment of an invoice to John Rita, for Professional Services Rendered, in the amount of \$500.00, for the period of 05/01/18 through 05/31/18; and payment of Invoice #29, received from David Albright Architect, in the amount of \$3,754.81, for work performed for the period of 01/13/18 through 04/13/18.
 - **2017 Project Fund/Bond/MUNIS Project:** Payment of an invoice received from Tyler Technologies, in the amount of \$637.50, for Implementation Services.
 - **2014 Project Fund/Bond/Reassessment Project:** Payment of an invoice received from WBK, in the amount of \$1,025.00, for Professional Services Rendered.
- b. Payment of one (1) Preliminary Check Writing Report dated 06/08/18, in the amount of \$32,951.50.
- c. Ratification of Payroll for the Period Ending 06/08/18, in the amount of \$739,429.59.
- d. **Employment:** Alec B. Bernard, Seasonal, Highway, \$10.00/hr., effective 06/05/18; Amber Brumbaugh, PT, Clerk Typist 1, Prothonotary, \$9.18/hr., effective 06/11/18; Benjamin C. Adams, Seasonal, Highway, \$10.00/hr., effective 06/11/18; Rita Brantner and Emily Gottshall, FT, Caseworker 1, CYF, \$30,381.00/yr., effective

- 06/11/18; Marcus Mason and Kimberly Weber, FT, Custodian, Maintenance, \$14.42/hr., effective 06/11/18; Bryce Young, PT, Sheriff's Deputy, Sheriff's Office, \$11.40/hr., effective 06/11/18; Chad F. Culbertson, from FT Telecommunicator, 911/E Center, \$13.90/hr., to PT Telecommunicator, 911/E Center, \$13.90/hr., effective 05/29/18; Jacob M. Wike, from Fill-In Corrections Officer, Prison, \$14.42/hr., to FT, Corrections Officer, Prison, \$19.54/hr., effective 06/08/18; Abbie Tate from Deputy Warden, Prison \$47,026.00/yr., to Warden, Prison, \$75,000.12/yr., effective 6/11/18.
- e. **Resignations:** Erin D. Weakland, Temporary, Department Assistant, Elections, \$9.18/hr., effective 06/01/18 temporary position ended; Courtney E. Putt, FT, Enforcement Officer, Costs and Fines, \$16,577.86/yr., effective 06/04/18; Mitchell F. Cooper, Temporary, Warden, Prison, \$2,884.61/bi-weekly, effective 06/09/18; Gurpreet Kaur, FT, Corrections Officer, Prison, \$19.54/hr., effective 06/15/18; Logan K. Tornatore, FT, Sheriff's Deputy, Sheriff's Office, \$13.74/hr., effective 06/14/18.
- f. **Retirements:** Sherri L. Johnstone, FT, Administrative Staff, MDJ Jones, \$26,123.76/yr., effective 06/08/18; Rick L. Smouse, FT, Corrections Officer, Prison, \$20.21/hr., effective 06/15/18.

9. UNFINISHED BUSINESS

Adoption of Resolutions:

Resolution 213-2018: A resolution approving 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. (Per Pam Sheehe 6/8/18 they still have not gotten the required insurance.)

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. NEW BUSINESS

Blair County GIS:

Requesting approval to renew two (2) ArcGIS software maintenance agreements between the County of Blair and Environmental Systems Research Institute, Inc. (ESRI), in the total amount of \$11,180.54. The cost for the two agreements is broken down as follows: one maintenance agreement is split between GIS - \$6,116.69 and Assessment - \$1,804.95, and the second maintenance agreement covers the 911 Center's GIS, in the amount of \$3,258.90. Both agreements are for the period of 07/01/18 through 12/30/18.

Blair County Children, Youth and Families (CYF):

Requesting approval of a rental agreement between the County of Blair, Blair County Children, Youth and Families (CYF) and the Trustees of the Jaffa Shrine Center, Altoona, PA in the amount of \$500.00, for the Provider Fair Event to be held on Thursday, 10/04/18.

Fort Roberdeau:

Requesting approval of a contract between the County of Blair and Lallemand Construction, LLC, d/b/a The PA Wood Butcher, in the amount of \$8,356.00, to be paid for by the Fort Roberdeau Association, for the log replacement of four (4) remaining sections of the southeast back Bastian and to construct rifle and cannon portholes for reenactment battles.

2017 Debt Millage Calculations Surplus:

Requesting approval to transfer the 2017 Debt Millage Calculations Surplus in the amount of \$35,604.99, to the current debt service fund budget to be used to make an additional principal payment to First National Bank for the Prison Loan.

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.

Blair HealthChoices:

Requesting approval for the submission of a John D. and Catherine T. MacArthur Foundation Safety and Justice Challenge Grant Application, as part of the Stepping Up Initiative, in an amount up to \$50,000.00, to support a mobile crisis worker designated to law enforcement response.

Blair County IT:

Discussion concerning proposals received for purchase and installation of amplifying equipment for Courtroom 6 (former Lawyer's Library).

12. ADJOURN

BUSINESS SESSION: TUESDAY, JUNE 12, 2018, 10:00 A.M.:

Location: Conference Room 2B, 2nd Floor.
Members Present: Commissioner Erb, Commissioner Tomassetti, Commissioner Beam, County Administrator Schmitt, and Solicitor Karn.

Others Present: Jenn Sleppy and Sarah Chuff (Finance), Jim Hudack (Social Services), Abbie Tate and Holly Garner (Prison), Grant Wills (GIS), Katherine Swigart (HR), Charmayne Raia (Citizen), Amanda Moore (APO), Ella Albright (Cambria County Citizen), Kay Stephens (Altoona Mirror), Katie Buchanan (Rep. John McGinnis' Office), Kyle Giarth and Nate Smitchko (RBA/IT), Amy Wertz (CYF), Glenn Nelson (Fort Roberdeau), Rocky Greenland (Public Works), Ron Yoder (Citizen), James Ott (Sheriff), Jamie Henry (SASMG), Nicole Hemminger and Melissa Harpster (Commissioners Office), Amy Marten-Shanafelt (Blair HealthChoices).

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 – JUNE 5, 2018:

Commissioner Erb called for changes or corrections to the minutes of June 5, 2018. **There were no changes or corrections noted.**

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

PUBLIC COMMENT:

Commissioner Erb called for public comment.

Kay Stephens, Altoona Mirror, requested that the commissioners provide an update in the near future on the Lakemont Park Renovation Project.

Ella Albright, a Cambria County citizen spoke briefly on brain neurocognitive health issues and the lack of resources and treatment for those individuals in need of services. She requested that the Blair County Commissioners research and explore the possibility of the establishment of a brain neurocognitive health, wellness, resource and research treatment center within Blair County.

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Friday, June 22, 2018

Monday, June 25, 2018

Tuesday, June 26, 2018	10:00 a.m.	Commissioner Business Session
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Commissioner Erb announced the two (2) upcoming Commissioners Outreach Meetings scheduled to be held on Thursday, June 14, 2018 beginning at 6 pm at the Altoona Public Library and on Tuesday, June 19, 2018 beginning at 6 pm at the Tyrone-Snyder Public Library.

COMMISSIONERS COMMENTS:

Commissioner Erb extended congratulations to Anne Benzel on being the 17th recipient of the Blair County Chamber of Commerce Lifetime Achievement Award for Business Excellence.

CONSENT AGENDA:

Resolution 212-2018:

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- e. **Resignations:** Erin D. Weakland, Temporary, Department Assistant, Elections, \$9.18/hr., effective 06/01/18 temporary position ended; Courtney E. Putt, FT, Enforcement Officer, Costs and Fines, \$16,577.86/yr., effective 06/04/18; Mitchell F. Cooper, Temporary, Warden, Prison, \$2,884.61/bi-weekly, effective 06/09/18; Gurpreet Kaur, FT, Corrections Officer, Prison, \$19.54/hr., effective 06/15/18; Logan K. Tornatore, FT, Sheriff's Deputy, Sheriff's Office, \$13.74/hr., effective 06/14/18.
- f. **Retirements:** Sherri L. Johnstone, FT, Administrative Staff, MDJ Jones, \$26,123.76/yr., effective 06/08/18; Rick L. Smouse, FT, Corrections Officer, Prison, \$20.21/hr., effective 06/15/18.

Commissioner Beam extended congratulations to Abbie Tate on her appointment from Deputy Warden to Warden, effective June 11, 2018.

Commissioner Tomassetti noted his abstention on the payment of letter (a), payment of an invoice to John Rita, due to a professional relationship with principals within that entity.

Commissioner Beam voted Nay to the payment of letter (a), with Commissioner Erb voting Yea and Commissioner Tomassetti abstaining due to a professional relationship with Mr. Rita. There being a tie and as permitted by the Ethics Act, Commissioner Tomassetti again noted his conflict, and then proceeded to cast his vote in favor of letter (a), in light of the fact that the County has a previously approved contract with Mr. Rita.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 212-2018.

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 213-2018: A resolution approving 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.

Jaime Henry stated that they are still working on obtaining the additionally required insurance.

Discussion followed with no action taken.

OLD BUSINESS:

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

Commissioner Tomassetti requested approval of 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.

Mrs. Schmitt stated that the county will work with the contractor to ensure all documents, including Payment and Performance Bonds will be in place prior to the start of the work.

Resolution 214-2018: A resolution approving a proposal received from Albert Michaels Conservation, Inc., in an amount not to exceed \$216,446.58, for the 1906 Exterior Window Restoration Work.

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 214-2018.

NEW BUSINESS:

Blair County GIS:

Grant Wills requested approval of two (2) ArcGIS software maintenance agreements between the County of Blair and Environmental Systems Research Institute, Inc. (ESRI), in the total amount of \$11,180.54. The cost for the two agreements is broken down as follows: one maintenance agreement is split between GIS - \$6,116.69 and Assessment - \$1,804.95, and the second maintenance agreement covers the 911 Center's GIS, in the amount of \$3,258.90. Both agreements are for the period of 07/01/18 through 12/30/18.

Mr. Wills stated that ESRI is the current provider for this service for the GIS Department, Assessment Office and the 911 Center. The two (2) agreements fall within the current CoStars contract and that the agreements were reviewed by Solicitor Karn. The term is for a six (6) month period not a full year term as it has been in the past.

Discussion followed.

Resolution 215-2018: A resolution approving two (2) ArcGIS software maintenance agreements between the County of Blair and Environmental Systems Research Institute, Inc. (ESRI), in the total amount of \$11,180.54. The cost for the two agreements is broken down as follows: one maintenance agreement is split between GIS - \$6,116.69 and Assessment - \$1,804.95, and the second maintenance agreement covers the 911 Center's GIS, in the amount of \$3,258.90. Both agreements are for the period of 07/01/18 through 12/30/18.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 215-2018.

Blair County Children, Youth and Families (CYF):

Amy Wertz requested approval of a rental agreement between the County of Blair, Blair County Children, Youth and Families (CYF) and the Trustees of the Jaffa Shrine Center, Altoona, PA in the amount of \$500.00, for the Provider Fair Event to be held on Thursday, October 4, 2018.

Mrs. Wertz stated that this will be the 5th year for this event. She stated that the cost remains the same as last year.

Resolution 216-2018: A resolution approving a rental agreement between the County of Blair, Blair County Children, Youth and Families (CYF) and the Trustees of the Jaffa Shrine Center, Altoona, PA in the amount of \$500.00, for the Provider Fair Event to be held on Thursday, October 4, 2018.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 216-2018.

Fort Roberdeau:

Glenn Nelson requested approval a contract between the County of Blair and Lallemand Construction, LLC, d/b/a The PA Wood Butcher, in the amount of \$8,356.00, to be paid for by the Fort Roberdeau Association, for the log replacement of four (4) remaining sections of the southeast back Bastian and to construct rifle and cannon portholes for reenactment battles.

Mr. Nelson stated that the contract and certificate of insurance were reviewed and approved by Attorney Fanelli. He stated that this contract will complete the log replacement project.

Resolution 217-2018: A resolution approving a contract between the County of Blair and Lallemand Construction, LLC, d/b/a The PA Wood Butcher, in the amount of \$8,356.00, to be paid for by the Fort Roberdeau Association, for the log replacement of four (4) remaining sections of the southeast back Bastian and to construct rifle and cannon portholes for reenactment battles.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 217-2018.

2017 Debt Millage Calculations Surplus:

Jennifer Sleppy requested approval to transfer the 2017 Debt Millage Calculation's Surplus in the amount of \$35,604.99, to the current debt service fund budget to be used to make an additional principal payment to First National Bank for the Prison Loan.

Commissioner Erb explained that when the debt millage amount for 2017 was set at the end of 2016 the County expected to have an interest payment due in 2017 for the 2017 Bond. The timing of the 2017 Bond was such that no interest payment was due in 2017. The excess can only be used for debt repayment and will shorten the life of the loan for the Prison.

Resolution 218-2018: A resolution approving to transfer the 2017 Debt Millage Calculations Surplus in the amount of \$35,604.99, to the current debt service fund budget to be used to make an additional principal payment to First National Bank for the Prison Loan.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 218-2018.

Blair County Human Resources:

Katherine Swigart requested 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.

Miss Swigart stated that the agreement that was signed in April is no longer accurate due to several minor iterations of the document and this request is simply for a resigning of the agreement.

Discussion followed.

Resolution 219-2018: A resolution approving 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.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 219-2018.

Blair HealthChoices:

Amy Marten-Shanafelt requested approval for the submission of a John D. and Catherine T. MacArthur Foundation Safety and Justice Challenge Grant Application, as part of the Stepping Up Initiative, in an amount up to \$50,000.00, to support a mobile crisis worker designated to law enforcement response.

Mrs. Marten-Shanafelt stated that this grant requires a jurisdiction that owns and/or operates a prison with greater than fifty (50) beds be the applicant, however the jurisdiction can appoint a lead agency, in this case Blair HealthChoices, to receive the funding directly and manage the grant.

Mrs. Marten-Shanafelt stated that the grant is part of the Stepping Up Initiative, with a potential award of funds in an amount of up to \$50,000.00. Any award of funds would be used to support a mobile crisis worker designated to law enforcement response. The grant submission deadline is June 15, 2018. Announcement of an award can be expected sometime in September, 2018.

Discussion followed.

Resolution 220-2018: A resolution approving the submission of a John D. and Catherine T. MacArthur Foundation Safety and Justice Challenge Grant Application, as part of the Stepping Up Initiative, in an amount up to \$50,000.00, to support a mobile crisis worker designated to law enforcement response.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 220-2018.

Blair County IT:

Nate Smitchko presented discussion concerning proposals received for the purchase and installation of amplifying equipment for Courtroom 6 (former Lawyer's Library).

Mr. Smitchko stated that the three (3) proposals were solicited with two (2) proposals received for the purchase and installation of amplifying equipment for Courtroom 6, the former Lawyer's Library. The proposals are as follows:

Phil Reigh Sound	Unable to provide a proposal due to the timeline for completion of the project.
Horizon Information Services	\$11,900.00
Empire	\$8,917.00

Mr. Smitchko recommended that the board accept the proposal received from Empire.

Discussion followed.

Resolution 221-2018: A resolution approving a proposal received from Empire, in the amount of \$8,917.00, for four (4) TOA hand held microphones, one (1) gooseneck microphone, one (1) side bar microphone, one (1) recorder, one (1) mixer/60W amp, five (5) TOA ceiling speakers, one (1) atlas volume control, six (6) mic cables, cabling, materials and installation for Courtroom 6, the former Lawyer's Library.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 221-2018.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt, County Administrator