

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, AUGUST 28, 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 – AUGUST 21, 2018**
  
5. **PUBLIC COMMENT**
  
6. **COMMISSIONERS COMMENTS**
  
7. **PROCLAMATION – CHILD SUPPORT ENFORCEMENT AWARENESS MONTH (Domestic Relations)**
  
8. **CONSENT AGENDA**  
**Resolution 311-2018:**
  - a. Payment of two (2) Warrant Lists dated August 27, 2018, in the amounts of \$323,123.29 and \$350,070.78, which include payments of the following items:
    - **2017 Project Fund/Bond/Courtroom 1 Project:** Application #1, received from Albert Michaels Conservation, in the amount of \$41,118.00, for historic finishes and restoration, Phase 1, of the Courtroom 1 Project.
    - **2017 Project Fund/Bond/Lawyer’s Lobby Project:** Application #6 received from Albert Michaels Conservation, in the amount of \$3,685.66, for select plaster, wood and marble restoration throughout the Lawyer’s Lobby.
    - **2017 Project Fund/Bond/Elevator Modernization Project:** Application #1, received from Albert Michaels Conservation, in the amount of \$5,686.00, for historic finishes and restoration of marble, metal and wood elements associated with the elevator modernization project.
    - **2017 Project Fund/Bond/Employee Parking Garage Project:** An Invoice received from Wicktek, Inc., in the amount of \$18,810.00, for eighteen (18) gallons of DensiCrete, for the employee parking garage.
  - b. Payment of three (3) Preliminary Check Writing Reports for the Department of Social Services dated August 24, 2018, in the amounts of \$6,865.41; \$3,895.05; and \$18,711.50.
  - c. **Budget Transfer:** The following transfer is for reimbursement of legal fees for an invoice received from Beard Legal Group for the month of July 2018 originally budgeted in HR and being transferred to the appropriate department:

<u>From</u>	<u>\$</u>	<u>To</u>
01105-44080 HR	\$1335.00	01209PO-44080 Prison
  - d. **Employment:** Celesta R. Smith, from PT, Clerk Typist 1, Prothonotary, \$9.18/hr., to FT, Clerk Typist 1, Prothonotary, \$14,141.40/yr., effective 08/20/18; and Kelly Moyer, from FT, Investigator, Public Defender, to FT, Case Manager, Public Defender, no salary change remains at \$15.91/hr.
  - e. **Resignations:** Steven A. Osmolinski, PT, Telecommunicator, 911 Center, \$13.93/hr., effective 08/01/18; Chantel W. DeGennaro, FT, Administrative and Accounting Assistant, Controller’s Office, \$18,564.00/yr., effective 08/24/18; Trevor M. Nichols, FT, Corrections Officer, \$19.54/hr., effective 08/24/18.
  - f. **Correcting MDJ Location of Employment from August 21, 2018 Agenda:** Megan D. Dospoy, FT, District Court Staff, MDJ Jones, \$15,724.80, effective 08/20/18.
  
9. **STAFF REPORTS & SPECIAL BUSINESS**
  - A. **Blair County Department of Emergency Services:**  
Requesting approval of a Statement of Work 157/Agreement between the County of Blair, Department of Emergency Services and Innovative Technologies, Inc., for consulting services in providing the 2018 Hazwoper+1 Training to SARA Facilities and Local Emergency Responders, involving the transportation of hazardous materials, in an amount not to exceed \$10,500.00, for FFY 2018, with 80% paid for by the Hazardous Materials Emergency Preparedness Grant (HMEP) with the remaining 20% paid for by the LEPC, or in like-kind donations, including room rental, or any combination thereof, equaling a value of no less than \$3,465.00. (This shall be paid for 100% by grant and Act 165 monies.)

**B. Blair County Department of Social Services:**

i. Requesting approval of a FY 2017 Community Development Block Grant (CDBG) Contract (#C000069656) on behalf of the Non-Entitlement Municipalities and the Boroughs of Hollidaysburg and Tyrone, the Townships of Antis, Blair, Frankstown and Greenfield between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), in the amount of \$798,487.00, to undertake the following activities:

- Clearance and Demolition
- Neighborhood Facilities
- Rehabilitation; Single-Unit Residential
- Sidewalks
- Street Improvements

ii. Requesting approval to renew six (6) FY 18/19 contracts between the County of Blair and the following agencies as listed below:

Blair Senior Services	Maximum contract amount of \$ 240,000
Blair Community Action Program	Maximum contract amount of \$ 456,000
Contact Altoona	Maximum contract amount of \$ 115,000
NAM I Blair County	Maximum contract amount of \$ 40,000
UPMC Altoona	Maximum contract amount of \$1,450,000
UPMC Behavioral Health of Alleghenies	Maximum contract amount of \$1,400,000

**C. (a) Agricultural Land Preservation:**

Requesting approval of a Proposal of Service Contract between the County of Blair, through the Blair County Agricultural Land Preservation Board and Keller Engineers, Inc., for a Conservation Easement Survey of the Robert O. Bailey Farm, located in Taylor Township, Blair County, in the lump sum total of \$3,950.00.

**(b) Conservation District:**

Requesting approval of a letter of support for the submission of a National Fish and Wildlife Federation (NFWF) *Grant Application, Regional Collaboration Improves Water Quality*, by the Blair County Conservation District, on behalf of the Intergovernmental Stormwater Committee, as outlined in Resolution 258-2018, dated 07/10/18.

**D. Controller's Office:**

Requesting approval of a copier lease agreement between the County of Blair and Doing Better Business, for one (1) Ricoh MP 4055sp Mono MFP, copy, print, scan fax machine, 40 pages per minutes, 2 paper trays and 1 bypass tray, cabinet and document feeder, in the monthly amount of \$102.18 for 54 months, which includes 4,500 pages monthly. Lease will be under the Master Lease Agreement dated March 16, 2017.

**E. Blair County Prison:**

Requesting approval to advertise for bids for upgrades to the Blair County Prison Camera System.

**F. Park and Recreation Advisory Board:**

Requesting approval for acceptance, rejection or award of quotes received to finish adding water and electrical service to the two (2) new pavilions at Valley View Park.

**10. OLD BUSINESS**

**Children, Youth and Families:**

Presentation of the financial portion of the FY 18/19 Implementation Plan and the FY 19/20 Needs Based Plan and Budget.

**11. ADJOURN**

**WORK SESSION: TUESDAY, AUGUST 28, 2018, 10:00 A.M.:**

Location: Conference Room 2B, Second Floor, New Addition.

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

Members Absent: Commissioner Erb.

Others Present: Cris Fredrickson (EMA), James Ott (Sheriff), Holly Garner (Prison), Jenn Sleppy and Sarah Chuff (Finance), Erin Au, Joe Scoran, Morgan Pensyl, Martin Sekerol, Holly Dodson, Michelle Paula, Gale Imler, Karen Brandt, Kimberly Gray, Cheryl Moser, Janet Long, Susan Reighard (Domestic Relations), Amy Wertz (CYF), Jon Frank (JPO), AC Stickel (Controller), Rocky Greenland (Public Works), Rich Huether and Chelsey Ergler (Conservation District), Trina Illig and Theresa Rudy (Social Services), Janice Meadows (Court Administration), Nicole Hemminger and Melissa Harpster (Commissioner's Office), and Kay Stephens (Altoona Mirror).

**CALL TO ORDER:**

Commissioner Tomassetti called the meeting to order.

**MOMENT OF SILENT REFLECTION:**

Commissioner Tomassetti called for a moment of silent reflection.

**PLEDGE OF ALLEGIANCE TO THE FLAG:**

Commissioner Tomassetti requested that all present stand and recite the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES – AUGUST 21, 2018:**

Commissioner Tomassetti called for changes or corrections to the minutes of August 21, 2018. **There were no changes or corrections noted.**

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

**PUBLIC COMMENT:**

Commissioner Tomassetti called for public comment. **There were no comments noted.**

**COMMISSIONERS COMMENTS:**

Commissioner Tomassetti called for commissioners comments. **There were no comments noted.**

**PROCLAMATION – CHILD SUPPORT ENFORCEMENT AWARENESS MONTH:**

Commissioner Tomassetti welcomed Joe Scoran and staff members of the Domestic Relations Office. Commissioner Beam read the following proclamation, which he then presented to Mr. Scoran.

**PROCLAMATION  
PROCLAIMING  
AUGUST 2018  
CHILD SUPPORT ENFORCEMENT AWARENESS MONTH  
IN  
BLAIR COUNTY, PENNSYLVANIA**

**WHEREAS**, this year celebrates the 43<sup>rd</sup> anniversary of the Title IV-D Child Support Enforcement Program; and

**WHEREAS**, Blair County Domestic Relations has established and maintained partnerships between federal, state, and county child support enforcement agencies, parents, legislators, judges, health care professionals, advocacy groups, and employers leading to greater program effectiveness; and

**WHEREAS**, Blair County Domestic Relations Section gives hope and support to the children of our county and the Commonwealth, helping to foster strong families and responsible parenting; and

**WHEREAS**, Blair County Domestic Relations Section is providing an employment/ training program to assist noncustodial parents who are unemployed and/or underemployed; and

**WHEREAS**, Blair County Domestic Relations has met and exceeded all five federally-mandated performance measures established by the Child Support Performance and Incentive Act; and

**WHEREAS**, Blair County Domestic Relations' collection of overdue support has exceeded the mandatory threshold of 80% collected; now

**THEREFORE**, we, the Blair County Board of Commissioners, do hereby proclaim August 2018 as Child Support Enforcement Awareness Month in Blair County, Pennsylvania and encourage all citizens to observe this month with appropriate programs and activities.

**DULY**, adopted by the Commissioners of the County of Blair, Pennsylvania this 28<sup>th</sup> Day of August, 2018.

Mr. Scoran shared a few words regarding some of the services the Domestic Relations Office provides to support the children and families of Blair County. He proceeded to individually introduce the Domestic Relations Office staff members in attendance at the meeting.

Commissioner's Tomassetti and Beam thanked the Domestic Relations Office staff members for the outstanding services they provide to the children and families of Blair County.

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

**CONSENT AGENDA:**

**Resolution 311-2018:**

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- c. **Budget Transfer:** The following transfer is for reimbursement of legal fees for an invoice received from Beard Legal Group for the month of July 2018 originally budgeted in HR and being transferred to the appropriate department:
- | <b><u>From</u></b> | <b><u>\$</u></b> | <b><u>To</u></b>     |
|--------------------|------------------|----------------------|
| 01105-44080 HR     | \$1335.00        | 01209PO-44080 Prison |
- d. **Employment:** Celesta R. Smith, from PT, Clerk Typist 1, Prothonotary, \$9.18/hr., to FT, Clerk Typist 1, Prothonotary, \$14,141.40/yr., effective 08/20/18; and Kelly Moyer, from FT, Investigator, Public Defender, to FT, Case Manager, Public Defender, no salary change remains at \$15.91/hr.
- e. **Resignations:** Steven A. Osmolinski, PT, Telecommunicator, 911 Center, \$13.93/hr., effective 08/01/18; Chantel W. DeGennaro, FT, Administrative and Accounting Assistant, Controller's Office, \$18,564.00/yr., effective 08/24/18; Trevor M. Nichols, FT, Corrections Officer, \$19.54/hr., effective 08/24/18.
- f. **Correcting MDJ Location of Employment from August 21, 2018 Agenda:** Megan D. Dospoy, FT, District Court Staff, MDJ Jones, \$15,724.80, effective 08/20/18.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 311-2018.

**STAFF REPORTS & SPECIAL BUSINESS:**

- A. **Blair County Department of Emergency Services:**  
Cris Fredrickson requested approval of a Statement of Work 157/Agreement between the County of Blair, Department of Emergency Services and Innovative Technologies, Inc., for consulting services in providing the 2018 Hazwoper+1 Training to SARA Facilities and Local Emergency Responders, involving the transportation of hazardous materials, in an amount not to exceed \$10,500.00, for FFY 2018, with 80% paid for by the Hazardous Materials Emergency Preparedness Grant (HMEP) with the remaining 20% paid for by the LEPC, or in like-kind donations, including room rental, or any combination thereof, equaling a value of no less than \$2,100.00. (This shall be paid for 100% by grant and Act 165 monies.)

Mrs. Fredrickson stated that the equaling value amount of no less than \$3,465.00 reflected on the agenda is incorrect and should be \$2,100.00. She stated that there is no cost to the county associated with the agreement or training. Similar training was held two (2) or three (3) years ago with a tremendous response. She is anticipating the same response to the training this year. The agreement has been reviewed by Solicitor Karn.

Discussion followed.

**Resolution 312-2018:** A resolution approving a Statement of Work 157/Agreement between the County of Blair, Department of Emergency Services and Innovative Technologies, Inc., for consulting services in providing the 2018 Hazwoper+1 Training to SARA Facilities and Local Emergency Responders, involving the transportation of hazardous materials, in an amount not to exceed \$10,500.00, for FFY 2018, with 80% paid for by the Hazardous Materials Emergency Preparedness Grant (HMEP) with the remaining 20% paid for by the LEPC, or in like-kind donations, including room rental, or any combination thereof, equaling a value of no less than \$2,100.00. (This shall be paid for 100% by grant and Act 165 monies.)

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 312-2018.

**B. Blair County Department of Social Services:**

- i. Trina Illig requested approval of a FY 2017 Community Development Block Grant (CDBG) Contract (#C000069656) on behalf of the Non-Entitlement Municipalities and the Boroughs of Hollidaysburg and Tyrone, the Townships of Antis, Blair, Frankstown and Greenfield between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), in the amount of \$798,487.00, to undertake the following activities:
  - o Clearance and Demolition
  - o Neighborhood Facilities
  - o Rehabilitation; Single-Unit Residential
  - o Sidewalks
  - o Street Improvements

Mrs. Illig explained that the contract amount is determined by a formula from DCED.

Discussion followed.

**Resolution 313-2018:** A resolution approving a FY 2017 Community Development Block Grant (CDBG) Contract (#C000069656) on behalf of the Non-Entitlement Municipalities and the Boroughs of Hollidaysburg and Tyrone, the Townships of Antis, Blair, Frankstown and Greenfield between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), in the amount of \$798,487.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 313-2018.

- ii. Theresa Rudy requested approval to renew six (6) FY 18/19 contracts between the County of Blair and the following agencies as listed below:

Blair Senior Services	Maximum contract amount of \$ 240,000
Blair Community Action Program	Maximum contract amount of \$ 456,000
Contact Altoona	Maximum contract amount of \$ 115,000
NAM I Blair County	Maximum contract amount of \$ 40,000
UPMC Altoona	Maximum contract amount of \$1,450,000
UPMC Behavioral Health of Alleghenies	Maximum contract amount of \$1,400,000

Mrs. Rudy stated that the contract boilerplate, and the business associates agreement have been approved by Solicitor Karn. She stated that the six (6) agencies have all secured the required cyber liability insurance.

Mrs. Rudy reviewed the changes to the initial allocation amounts for the six (6) agencies. She stated that there has been no increase to the Pennsylvania Department of Human Services Block Grant allocation for the County of Blair in FY 18/19.

Discussion followed.

**Resolution 314-2018:** A resolution approving six (6) FY 18/19 renewal contracts between the County of Blair and the following agencies.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 314-2018.

C. (a) **Agricultural Land Preservation:**

Rich Huether requested approval of a Proposal of Service Contract between the County of Blair, through the Blair County Agricultural Land Preservation Board and Keller Engineers, Inc., for a Conservation Easement Survey of the Robert O. Bailey Farm, located in Taylor Township, Blair County, in the lump sum total of \$3,950.00.

Mr. Huether stated that the Bailey Farm easement, located in Taylor Township, will be the 52<sup>nd</sup> agricultural easement for Blair County. He stated that the amount of the proposal received from Keller Engineer's to complete the survey is in the lump sum total of \$3,950.00, and that the cost for the survey will be reimbursed to the county by the Commonwealth of Pennsylvania at the time of closing.

Discussion followed.

(b) **Conservation District:**

Chelsea Ergler requested approval of a letter of support for the submission of a National Fish and Wildlife Federation (*NFWF Grant Application, Regional Collaboration Improves Water Quality*), by the Blair County Conservation District, on behalf of the Intergovernmental Stormwater Committee, as outlined in Resolution 258-2018, dated 07/10/18.

Ms. Ergler stated that the Commissioner's approved the Conservation District's submission of the NFWF Grant Application on behalf of the Intergovernmental Stormwater Committee on July 10, 2018, however, they are now requiring a letter of support from Blair County.

Discussion followed.

**Resolution 315-2018:** A resolution approving a letter of support for the submission of a National Fish and Wildlife Federation (*NFWF Grant Application, Regional Collaboration Improves Water Quality*), by the Blair County Conservation District, on behalf of the Intergovernmental Stormwater Committee, as outlined in Resolution 258-2018, dated 07/10/18.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 315-2018.

D. **Controller's Office:**

A.C. Stickel requested approval of a copier lease agreement between the County of Blair and Doing Better Business, for one (1) Ricoh MP 4055sp Mono MFP, copy, print, scan, fax machine, 40 pages per minutes, 2 paper trays and 1 bypass tray, cabinet and document feeder, in the monthly amount of \$102.18 for 54 months, which includes 4,500 pages monthly. Lease will be under the Master Lease Agreement dated March 16, 2017.

Mr. Stickel stated that by leasing the Ricoh MP 4055sp Mono MFP, copy, print, scan, fax machine the county will end the leases of the following two machines: an HPLaserJet 1536 dmf MFP and a Lexmark MS810n. He also stated that the county will be ending the use of an IBM Dot Matrix Blue Bar Printer and a 1981 Infoprint 1140 Printer. The Blue Bar Printer is under a separate maintenance agreement that expires on September 30, 2018.

Mr. Stickel stated that the new lease amount is \$102.18/month or \$1,226.16/year, and the amount the items the new machine will be replacing totals \$2,006.52/yearly.

Discussion followed.

**Resolution 316-2018:** A resolution approving a copier lease agreement between the County of Blair and Doing Better Business, for one (1) Ricoh MP 4055sp Mono MFP, copy, print, scan fax machine, 40 pages per minutes, 2 paper trays and 1 bypass tray, cabinet and document feeder, in the monthly amount of \$102.18 for 54 months, which includes 4,500 pages monthly. Lease will be under the Master Lease Agreement dated March 16, 2017.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 316-2018.

E. **Blair County Prison:**

Holly Garner requested approval to advertise for bids for upgrades to the Blair County Prison Camera System.

Mrs. Garner stated that the upgrades to the prison camera system come at the recommendation of the Pennsylvania Department of Corrections and with the support of the Blair County Prison Board. The price of the advertisement for the Request for Bids is budgeted in the Prison operations budget.

Discussion followed.

**Resolution 317-2018:** A resolution approving authorization to advertise for bids for upgrades to the Blair County Prison Camera System.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 317-2018.

F. **Park and Recreation Advisory Board:**

Rocky Greenland requested approval for acceptance, rejection or award of quotes received to finish adding water and electrical service to the two (2) new pavilions at Valley View Park.

Mr. Greenland stated that Joe Keller, a member of the Blair County Parks and Recreation Advisory Board, solicited quotes for water and electrical materials to finish adding water and electrical service to the two (2) new pavilions at Valley View Park. Mr. Keller received the following plumbing material quotes:

<b>Company</b>	<b>Quote Received</b>
Penstan	\$1,328.04
Bi Lo Supply	\$1,318.96
LB Water	\$1,190.00

and the following electrical material quotes:

<b>Company</b>	<b>Quote Received</b>
The Hite Company	\$840.11
Scott Electric	\$834.70

Mr. Greenland stated that he and the county plumbers, who will be doing the work for the water installation, reviewed the quotes received by Mr. Keller for the plumbing materials. Mr. Greenland stated that upon their review, it was discovered that the quotes Mr. Keller solicited did not include all of the miscellaneous fittings required to complete the project. The specifications were updated to include all of the required miscellaneous fittings and Mr. Greenland then solicited for new quotes. Mr. Greenland received the following quotes.

<b>Company</b>	<b>Quote Received</b>
Penstan	\$1,497.76
APR Supply	\$1,430.92
LB Water	\$1,375.19

Mr. Greenland requested that the board consider taking action to reject the three (3) quotes received by Mr. Keller for plumbing materials as they did not include all of the miscellaneous fittings required to complete the project.

Discussion followed.

**Resolution 318-2018:** A resolution rejecting the quotes received by Joseph Keller.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 318-2018.

Mr. Greenland requested that the board consider accepting the following three (3) quotes he solicited and received for plumbing materials to complete the water installation project to the two (2) new pavilions at Valley View Park and to award to LB Water.

Discussion followed.

**Resolution 318a-2018:** A resolution accepting the three (3) quotes received by Rocky Greenland for plumbing materials to complete the water installation project to the two (2) new pavilions at Valley View Park and to award to LB Water.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 318a-2018.

Mr. Greenland requested that the board consider accepting the two (2) quotes received by Joseph Keller for electrical materials to complete the electrical installation project to the two (2) new pavilions at Valley View Park and to award to Scott Electric.

Discussion followed:

**Resolution 318b-2018:** A resolution accepting the two (2) quotes received by Joseph Keller for electrical materials to complete the electrical installation project to the two (2) new pavilions at Valley View Park and to award to Scott Electric.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 318b-2018.

**OLD BUSINESS:**

**Children, Youth and Families:**

Amy Wertz provided a presentation of the financial portion of the FY 18/19 Implementation Plan and the FY 19/20 Needs Based Plan and Budget.

Ms. Wertz stated that the FY 18/19 Implementation Plan and the FY 19/20 Needs Based Plan and Budget are due to the state on September 1, 2018, however, the final numbers are still not complete as she is waiting on a revenue adjustment from the state which is tied to the Family 1<sup>st</sup> Act.

Ms. Wertz stated the final allocation for FY 18/19 has been received. This allocation is based on the actual expenditures for FY 17/18. Based on the implementation numbers Ms. Wertz is estimating the FY 19/20 Needs Based Budget in the approximate amount of \$14.2 million of which the county would be responsible for 20% or approximately \$2.3 million.

Ms. Wertz stated that the county previously signed the financial statement page that needs to accompany the FY 18/19 Implementation Plan and the FY 19/20 Needs Based Plan and Budget and requested that the board consider approving the submission of these items pending review of the final financial numbers prior to submission to the state on September 1, 2018.

Discussion followed:

**Resolution 319-2018:** A resolution approving the submission of the FY 18/19 Implementation Plan and the FY 19/20 Needs Based Plan and Budget pending review of the final financial numbers prior to submission to the state on September 1, 2018.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 319-2018.

**ADJOURN:**

Meeting Adjourned,

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Helen P. Schmitt, County Administrator