

AGENDA (Draft 4, 11/10/16)  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
PUBLIC MEETING ROOM, BLAIR COUNTY COURTHOUSE  
TUESDAY, NOVEMBER 15, 2016, 10:00 A.M.

1. CALL TO ORDER
2. MOMENT OF SILENT REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF MINUTES – OCTOBER 25 AND NOVEMBER 1, 2016
5. PUBLIC COMMENT (PERTAINING TO AGENDA ITEMS ONLY)
6. COMMISSIONERS COMMENTS
7. CONSENT AGENDA
  - Resolution 404-2016:
    - a. Payment of Bill Lists date 10/31/16 through 11/11/16, in the amount of \$.
    - b. Ratification of Payroll for the period ending 11/11/16, in the amount of \$747,002.08.
    - c. 2014 Project Fund/008 Reserve Account/911E Parking Improvement Project: Requesting approval for payment of Application No. 2, received from J. C. Orr & Sons, Inc., in the amount of \$101,044.13, for the 911E Parking Improvement Project.
    - d. 2014 Project Fund/008 Reserve Account/Courthouse Water Infiltration Project: Requesting approval for payment of an Invoice received from MDIA Inspection Agency, Inc., in the amount of \$190.00, for plan review and electrical inspection services; and Invoice #02895-0029-3, received from Keller Engineers, Inc., in the amount of \$2,185.00, for courthouse truss assessment.
    - e. 2014 Project Fund/008 Reserve Account/Employee Parking Garage Project: Requesting approval for payment of Invoice #02895-0018-23, received from Keller Engineers, Inc., in the amount of \$1,103.75, for field documentation and construction consultation.
    - f. Blair County District Attorney: Requesting approval of two-2 Penn State – Dickinson School of Law Student Interns, Jacob Green and Tyler Reimers, for the period of 01/09/17 through 04/26/17. Internships are for credit only and at no cost to the county.
    - g. Blair County Library System: Requesting approval for the appointments of Richard Hall and Barry Benner to the Blair County Library System Board for the period of 01/01/17 through 12/31/19. Mr. Hall will fill the 12/31/16 expiring term of Alan Krier and Mr. Benner the 12/31/16 expiring term of Frederick Hetrick.
    - h. Blair County Road 101: Requesting approval to close County Road 101, Bedford Street from Church Street to Community Park Road, Saturday, 11/26/16, from 2 pm to 3 pm, for the Claysburg-Kimmel Cares Christmas Parade.
    - i. Resignations: Rona S. Magruder, FT, Administrative Assistant, Public Defender's Office, \$15,800.00/yr., effective 10/31/16; Joshua L. Baker, FT, Corrections Officer, \$18/78/hr., effective 11/09/16.
    - j. Employment: Steffan M. Housum, FT, Probation Officer, JPO, \$22,752.62/yr., effective 10/31/16; Daniel A. Brown, Austen M. Swope, Joel D. Treece, Fill-In Correction Officers, Prison, \$13.86/hr., effective 11/07/16; Jason M. Martin, Francis A. Rice and Dalton R. Zeiders, FT, Correction Officers, Prison, \$18.69/hr., effective 11/07/16; Julie Espiritu, FT, Custody/Clerk Receptionist, Court Administration, \$15,360.55, effective 11/14/16.
8. PROCLAMATION
  - Proclaiming the month of November as National Adoption Awareness Month (CYF)
9. STAFF REPORTS & SPECIAL BUSINESS
  - A. Blair County Department of Emergency Services/911E:

- a. Requesting approval of the **Hazardous Material Response Team Agreement** between the County of Blair, the City of Altoona, and the Blair County Local Emergency Planning Commission (LEPC) for the employ of the Altoona Fire Department's Hazardous Material Response Team, effective 01/01/17 through 12/31/19.
  - b. Requesting approval of a **FY 16/17 Hazardous Materials Response Fund (HMRF) Grant Agreement** between the County of Blair and the Pennsylvania Department of Emergency Management (PEMA), in the amount of \$22,662.00, to support the normal operating activities of the Local Emergency Planning Committee (LEPC) and the County of Blair's Hazardous Materials Response Fund (HMRF), for the period of 07/01/16 through 06/30/17.
  - c. Requesting approval of a **Joint Resolution of the Boards of Commissioners of the Counties of Bedford, Blair, Fulton and Huntingdon** re-designating Fulton County as grant applicant to the Pennsylvania Emergency Management Agency (PEMA) and as grant funds recipient and administrator on behalf of the Counties under and pursuant to the Agreement based upon the revised grant award amount of \$3,030,952.43.
- B. 911/E paving project  
Update on project, Focal Point Bio-Filtration System (Chesapeake Bay Trust Grant) and Altoona Area High School's (AAHS) Earth Keeper faculty and students participation/contribution, and Scott Crofcheck of C & L Lawn Care. (Advisors, Denise Condo, Robin DeShong, and Michael Steininger. Students, Megan Hattler, Katia Brant, Kaitlyn Clouser, Christina Evans, Emma Bender and Kimberly Nguyen.)
- C. Blair County Sheriff's Department:  
Requesting approval of a renewal Service Maintenance Agreement between the County of Blair and Rapiscan Systems, in the amount of \$5,060.00 for the X-Ray Security Scanner located at the front entrance of the Courthouse, for the period of 01/01/17 through 12/31/17.
- D. Blair County Court Administration:  
Requesting approval of a Purchase Agreement between the County of Blair and Stenograph, LLC for five-5 CATalyst Full/Voice writing systems with one-1 year support, in the amount of \$21,330.00, to be used by Blair County Court Reports in the mandated requirement of creating and maintaining court records.
- E. Southern Alleghenies Service Management Group:
  - a. Requesting approval of the FY 15/16 Early Intervention Income and Expense Report for submission to the Pennsylvania Department of Human Services (DHS).
  - b. Requesting approval of a FY 16/17 renewal contract between the County of Blair and Milestone Physical Therapy, for Early Intervention Services, for the period of 08/1/16 through 06/30/17.
- F. Blair County Department of Social Services:
  - a. Requesting approval of a contract between the County of Blair and the Commonwealth of PA acting through the Department of Community and Economic Development (DCED), for the FY 2015 Community Development Block Grant (CDBG), #C000064337, on behalf of the non-

entitlement municipalities and the boroughs of Hollidaysburg and Tyrone, and the townships of Antis, Blair, Frankstown and Greenfield, in the amount of \$797,714.00, as follows:

- Clearance and Demolition
- Public Facilities and Improvements (General)
- Rehabilitation; Single-Unit Residential
- Sidewalks
- Street Improvements

- b. Requesting approval of the FY 2016 Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (PHARE) Grant Agreement between the County of Blair and The Pennsylvania Housing Finance Agency (PHFA) in the amount of \$50,000.00 to support homelessness prevention activities within Blair County.
- c. Requesting approval of the appointment of a Section 504 Officer and adoption of a Grievance Procedure as required in compliance with 24 CFR Part 8, Subpart D §8.53.

F. Blair County Children, Youth and Families:

Requesting approval of a contract between the County of Blair, Children, Youth & Families and the Hampton Inn Altoona, in the amount of \$285.14, for room rental and coffee station for 35 people, on 11/21/16, for the Blair County Preventing Sex Trafficking and Strengthening Families Task Force Meeting.

G. National Bridge Inspection Standard (NBIS) Program:

Discussion concerning an agreement presented by Stiffler, McGraw & Associates, Inc., in an amount not to exceed \$617,525.28, for the inspection of 57 county-owned bridges in excess of twenty (20) feet and part of the Federal Special Bridge Funds Inventory and Inspection Program (NBIS), authorization for County Administrator to accept the agreement through the Pennsylvania Department of Transportation ECMS Program, on behalf of the County of Blair, and authorizing Chief Clerk Helen P. Schmitt, Commissioner Bruce Erb and Commissioner Terry Tomassetti to sign all documents and agreements necessary to implement the program and to pay invoices on behalf of the County of Blair.

H. Blair County Human Resources:

Discussion concerning a proposal to Outsource Family and Medical Leave Act (FMLA) Administration.

10. OLD BUSINESS

Veterans Affairs:

Requesting acknowledgement and support for the submission of a Veterans Trust Fund Grant Application.

Controller:

Discussion concerning the MUNIS Enterprise Resource Management (ERP) Project from Tyler Technologies, Inc.

11. ADJOURN