

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, NOVEMBER 27, 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 – TUESDAY, NOVEMBER 13, 2018

5. PUBLIC COMMENT

6. UPCOMING MEETINGS:

Wednesday, November 28, 2018

Thursday, November 29, 2018	10:15 a.m.	Salary Board (Conference Room 2B, 2 nd Floor)
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Friday, November 30, 2018

Monday, December 3, 2018

Tuesday, December 4, 2018	10:00 a.m.	Commissioner’s Work Session (Conference Room 2B, 2 nd Floor)
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Wednesday, December 5, 2018

Thursday, December 6, 2018	8:30 a.m.	Park and Recreation Advisory Board (Conference Room 2B, 2 nd Floor)
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6:30 p.m.	Fort Roberdeau Association (White Oak Hall, Fort Roberdeau)
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Friday, December 7, 2018

Monday, December 10, 2018

6:00 p.m.	Blair County Airport Authority (Blair County Airport)
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Tuesday, December 11, 2018

10:00 a.m.	Commissioner’s Business Session (Conference Room 2B, 2 nd Floor)
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7. COMMISSIONERS COMMENTS:

8. SPECIAL PRESENTATIONS:

- **Children, Youth and Families - 2018 Foster, Adoptive and Kinship Families of the Year**
- **Kara Stultz, Blair County Dairy Princess**

9. CONSENT AGENDA:

Resolution 425– 2018:

a. Payment of four (4) Warrant Lists dated 11/21/18 and 11/26/18 in the amounts of \$48,955.80; \$918,131.90; \$401,630.04; and \$146,977.60 which include payments of the following invoices to:

- **JJ Keller Family Limited**, in the total amount of \$1,975.00 for December 2018 CYF Rent.
- **2017 Project Fund/Bond/Roof Replacement Project:** Keller Engineers, in the amounts of \$25.36 and \$1,823.46, for project management services.
- **2017 Project Fund/Bond/HVAC Improvement and Interior Alterations Project:** Application #3, Kretina Builders, Inc., in the total amount of \$44,207.80; Application #2, Marc Service, Inc., in the total amount of \$9,432.54; and Application #2, Stelco, Inc., in the total amount of \$14,159.16.
- **2017 Project Fund/Bond/Lawyer’s Lobby Restoration Project:** Application #7 (Final), Bettwy Electric, in the total amount of \$4,160.00.
- **2017 Project Fund/Bond/Elevator Modernization Project:** Applications #5 and #6, Bettwy Electric, in the total amounts of \$2,406.52 and \$2932.81, respectively; Application #1, Boyer Refrigeration, in the total amount of \$30,300.30; and Application #3 (Final), JC Orr and Son, Inc., in the total amount of \$2,835.00.
- **2017 Project Fund/Bond/Classification and Pay Study:** Payment #1 of six-6 installments, Felice Associates, Inc., in the total amount of \$12,416.67.
- **2017 Project Fund/Bond/MUNIS:** Tyler Technologies, in the total amount of \$5,737.50, for implementation services.
- **2017 Project Fund/Bond/Reassessment Project:** WBK, in the total amount of \$1,062.50, for professional services rendered during the month of October 2018.

b. Ratification of Payroll for the Period Ending November 23, 2018 in the amount of \$757,424.12.

c. **Budget Transfer:** The following budget transfer is for October 2018 Legal Fees from Campbell Durrant originally charge to Human Resources (HR) now being transferred to the appropriate department:

From	\$	To
01105-44080-HR	\$5,871.86	01209PO-44080-Prison

d. **Budget Transfer:** The following budget transfers are for the period of mid-October to mid-November 2018 for Legal Fees from McNees Wallace originally charged to Human Resources (HR) now being transferred to the appropriate departments:

From	\$	To
01105-44080 HR	\$ 502.00	01101-44080-Commissioners
01105-44080 HR	\$ 722.00	01101-44080-Commissioners
01105-44080 HR	\$ 541.50	01101-44080-Commissioners
01105-44080 HR	\$2,534.75	01112-44080-Controller

01105-44080 HR	\$ 684.00	01160ED-44080 Judge Doyle
01105-44080 HR	\$1,102.00	01151-44080 Sheriff
01105-44080 HR	\$ 228.00	01122-44080 911 Center

- e. **NBIS Bridge Inspection and Inventory:** Payment of Invoices #18 and #19, received from Stiffler McGraw in the amounts of \$5,921.34 and \$4,105.39, respectively for the following: Bridge #30, Scotch Valley Road over Brush Run, \$1,815.95, Bridge #17, Rebecca Furnace Road over Clover Creek, \$1,815.95, Bridge #18, Mill Lane Over Clover Creek, \$2,289.44; Bridge #04, West Loop Road over Old Town Run, \$2,289.44; and Bridge #10, (Friesville) Evergreen Road over South Poplar Run, \$1,815.95, and ESMC Invoice #8, for mileage in the amount of \$633.51.
- f. **Blair County Conservation District:** Requesting approval for the reappointment of John Morrow to the Blair County Conservation District Board for the period of 01/01/19 through 12/31/22; and the reappointment of Commissioner Terry Tomassetti for the period of 01/01/19 through 12/31/19.
- g. **Blair County Department of Social Services:** Requesting approval of one (1) Penn State University Intern, Charles Dively, for the period of January 7, 2019 through April 26, 2019. Internship is for credit only and at no cost to the county.
- h. **Fort Roberdeau:** Requesting approval to Amend Resolution 422-2018 authorizing Glenn Nelson to sign the Explore Altoona Grant submission on behalf of the County.
- i. **Employment:** Jade L. Walter, FT, Clerk Typist 1, Prothonotary, \$14,141.40/yr., effective 11/19/18; James A. Eckard II, FT, Deputy Warden, Prison, \$45,000.02/yr., effective 11/19/18; **Justin L. Carpenter, FT, Assistant Public Defender, Public Defender's Office, \$35,000.16/yr., effective 11/26/18.**
- j. **Resignation:** Jan M. Glunt, FT, Assessor 1, Assessment Office, \$19,801.60/yr., effective 11/13/18. (Declined offer pre-orientation date)

10. UNFINISHED BUSINESS:

Resolution 391-2018: A resolution approving a quote received from CDW-G, in the amount of \$18,666.89, for the purchase of a BOMGAR Privileged Access Management System (\$8,919.06 Assessment Technology Fund/\$9,747.83 IT), pending final approval by Solicitor of Costar's Contract.

11. OLD BUSINESS:

a. Home Rule – Commissioner Tomassetti

b. Adoption of Ordinance 3-2018:

Authorizing the incurring of lease rental indebtedness by the guaranty of the debt service in respect of a revenue note of the Blair County Airport Authority in the principal amount of one million, nine hundred fifty-seven thousand, five hundred and seventy dollars (\$1,957,570); covenanting to pay, and pledging unlimited taxing power for the payment of, the note under the guaranty; authorizing filings of required documents with the Department Of Community And Economic Development; ratifying actions of officers and directing other actions; and making other covenants in respect of the guaranty.

12. NEW BUSINESS:

A. Blair Senior Services:

Requesting approval of a revised FY 17/18 Medical Assistance Transportation Program (MATP) Allocation in the amount of \$1,291,867.00.

B. Intermunicipal Relations Committee (IRC):

Requesting approval to amend the Scope of Work for the Act 101 Section 901 Household Hazardous Waste Education Grant. All other respects to the grant agreement remain in full force and effect.

C. Blair County Court Administration:

Requesting approval of a Professional Services Agreement between the County of Blair, on behalf of the Blair County Court of Common Pleas and Susquehanna Software, in the annual amount of \$3,600.00, for correction to program errors, unlimited telephone and email support, and the annual integration and scrubbing of new juror data, for the period of January 1, 2019 through December 31, 2019.

D. Blair County Prison:

Ratification of a General Release for Property Loss Claim Settlement to Don Ralph Ickes in the amount of \$3,811.50.

E. Blair County Department of Social Services:

a. Requesting approval for submission of a Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development for the County of Blair's FY 2014 Contract (C000061796) as follows:

1. Reduce existing activity for Removal of Architectural Barriers at the Greenfield Township Municipal Building from \$52,699.00 (including delivery costs) to \$37,561.69 for a total deduction of \$15,137.31.
2. Increase existing activity for Housing Rehabilitation in the Township of Greenfield from \$18,010.00 (including delivery costs) to \$33,147.31 (including delivery costs) for a total increase of \$15,137.31.

- b. Requesting approval to enter into a Sub-recipient Agreement under the County of Blair's Community Development Block Grant (CDBG) Program between the County of Blair and the County of Blair Redevelopment and Housing Authority (COBRAH) under Greenfield Township's FY 14 CDBG funds in the amount of \$33,147.31.

F. **Blair County GIS:**

Requesting approval of two (2) ArcGIS Software Maintenance Agreements between the County of Blair and Environmental Systems Research Institute, Inc., (ERSI). One of the agreements will be for use by the Geographic Information Systems (GIS) Department and the Assessment Office, in the amount of \$15,800.00 for five (5) ArcGIS for Desktop Advanced Concurrent Use Licenses, one (1) ArcGIS Spatial Analyst for Desktop Concurrent Use License, and two (2) ArcGIS for Server Enterprise Standard Licenses through December 30, 2019; and the second agreement is for use by the 911 Operations Center, in the amount of \$6,500.00 for one (1) ArcGIS for Desktop Standard Concurrent Use License and one (1) ArcGIS for Server Enterprise Standard License through December 30, 2019.

G. **Blair County Victim/Witness:**

Requesting approval of Amendment #1 to the Sub-grant Agreement #2017-VS-ST-27394 between the County of Blair and the Pennsylvania Commission on Crime and Delinquency (PCCD) for Rights and Services Act (RASA) reallocating funds within the budget due to staffing changes for the period of January 1, 2017 to December 31, 2018. (Zero (0) Dollar Net Change to the Current Sub-grant Budget of \$197,425.00)

H. **Blair County Agricultural Land Preservation:**

Discussion concerning the 2019 allocation and the source of the allocation.

I. **Lakemont Dam Inspection Report and updated Emergency Action Plan:**

Requesting approval of the 2018 Lakemont Dam Inspection Report and updated Emergency Action Plan.

J. **Blair County IT Department:**

- a. Requesting approval of a proposal received from Link Computer Corporation for the renewal of four-hundred (400) licenses of single-wire phone paging maintenance service coverage for the county phone system, in the total amount of \$2,520.00.
- b. Requesting approval of a proposal received from Link Computer Corporation for additional Cisco UC licensing and SmartNET coverage for the county phone system, in the total amount of \$23,141.40.

K. **Information Technology/Tax Claim/Prothonotary/Clerk of Courts/Sheriff**

- a. Requesting approval of a Purchase Agreement between Harris Local Government (INFOCON Corporation) and Blair County for professional services in a maximum amount of 33 hours or \$10,250.00 to include set-up, configuration and migration of data currently housed on the county owned AS/400 system to be housed by INFOCON and a one-year Maintenance & Support Agreement at \$2,690.00 per month or \$32,280.00 including 62 current devices and additional devices at \$44.00 per month per device. The cost for Migration will be split between Tax Claim: \$4,150.00; Sheriff: \$1,200.00; Prothonotary: \$4,900.00 (Reserve Fund). Cost for Yearly Maintenance and Support is budgeted in the respective 2019 department budgets.
- b. **Budget Transfers for approval:**
From: 01111-44110 (Tax Claim/Sheriff's Fees) To: 01151-44030 \$1,200.00 Sheriff/Professional Services.

13. ADJOURN

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

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

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

Others Present: Deawna Wyandt (CYF), Dennis Wisor (Blair Senior Services), Tracy Plessinger, David Pertile and Drew Swope (Blair County Airport Authority), Grant Wills (GIS), Jen Brown (Victim/Witness), Chris Brewer (Dinsmore and Shohl), Rocky Greenland (Public Works), Kara Stultz (PA Alternate Dairy Princess), Jenn Sleppy and Sara Chuff (Finance), Janice Meadows (Court Administration), Robin Gindlesperger (Human Resources), Polly Cardone and Shelley Berry (Tax Claim), Robin Patton (Prothonotary), Marty and Angie Kolarczyk (Foster, Adoptive & Kinship Families of the Year), Pete Lorelli and Karrie Bower (Foster, Adoptive & Kinship Families of the Year), Katrina Pope (Intermunicipal Relations Committee), Trina Illig (Social Services), Nicole Hemminger and Melissa Harpster (Commissioners Office) and Don Weakland (IT).

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 those present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – TUESDAY, NOVEMBER 13, 2018:

Commissioner Erb called for changes or corrections to the minutes of November 13, 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 Erb called for public comment. **There were no comments noted.**

UPCOMING MEETINGS:

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Wednesday, December 5, 2018		
Thursday, December 6, 2018	8:30 a.m.	Park and Recreation Advisory Board (Conference Room 2B, 2 nd Floor)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall, Fort Roberdeau)
Friday, December 7, 2018		
Monday, December 10, 2018	6:00 p.m.	Blair County Airport Authority (Blair County Airport)
Tuesday, December 11, 2018	10:00 a.m.	Commissioner's Business Session (Conference Room 2B, 2 nd Floor)

COMMISSIONERS COMMENTS:

Commissioner Erb called for commissioners comments.

Commissioner Beam extended well wishes to Magisterial District Judge Steve Jackson who sustained serious injuries from a fall while on vacation.

Commissioner Beam extended a thank you to Representative John McGinnis and Senator John Eichelberger for their diligent service to the residents of Blair County while in office. He also extended well wishes to both as their terms soon end. Commissioners Erb and Tomassetti also expressed their thanks and well wishes to both gentlemen.

Commissioner Tomassetti stated that he would like to present an update on the Courthouse Renovation Projects including both the historical section and the 1999 section of the courthouse.

SPECIAL PRESENTATIONS:

Children, Youth and Families - 2018 Foster, Adoptive and Kinship Families of the Year:

Deawna Wyandt from the Blair County Children, Youth and Families Office stated that the Blair County Children’s Roundtable recently selected the recipients of the 2018 Foster, Adoptive and Kinship Families of the Year. An Awards Ceremony was held on Friday, November 16, 2018 at the US Hotel-Liberty Hall in Hollidaysburg, PA honoring the following recipients:

- Outstanding Kinship Family: Marty and Angie Kolarczyk
- Outstanding Foster Family: Frank and Sheila Hood
- Outstanding New Foster Family: Pete and Allison Lorelli
- Outstanding Adoptive Family: Caleb and Rachael Miller

Ms. Wyandt shared a few words and asked the award recipients in attendance to come forward. The Board of Commissioners and those in attendance at today’s meeting extended applause and congratulations to the award recipients.

Blair County Dairy Princess and Pennsylvania Alternate Dairy Princess:

Commissioner Erb introduced Kara Stultz who provided a brief presentation on her dual role as Blair County Dairy Princess and Pennsylvania Alternate Dairy Princess. Ms. Stultz resides on her family’s dairy farm in Williamsburg, PA and is a senior at Central High School.

Ms. Stultz’s presentation focused primarily on the local dairy farmers and their role in helping to keep both Blair County and Pennsylvania residents healthy. She stated that not only do the local farmers keep residents healthy but they keep the economy healthy as well. Dairy farmers’ jobs are 7 days a week, 365 days per year, but despite this and the associated hard work, farmers are committed, passionate and love what they do.

CONSENT AGENDA:

Resolution 425– 2018:

- a. Payment of four (4) Warrant Lists dated 11/21/18 and 11/26/18 in the amounts of \$48,955.80; \$918,131.90; \$401,630.04; and \$146,977.60 which include payments of the following invoices to:
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- g. **Blair County Conservation District:** Requesting approval for the reappointment of John Morrow to the Blair County Conservation District Board for the period of 01/01/19 through 12/31/22; and the reappointment of Commissioner Terry Tomassetti for the period of 01/01/19 through 12/31/19.
- h. **Blair County Department of Social Services:** Requesting approval of one (1) Penn State University Intern, Charles Dively, for the period of January 7, 2019 through April 26, 2019. Internship is for credit only and at no cost to the county.
- i. **Fort Roberdeau:** Requesting approval to Amend Resolution 422-2018 authorizing Glenn Nelson to sign the Explore Altoona Grant submission on behalf of the County.
- j. **Employment:** Jade L. Walter, FT, Clerk Typist 1, Prothonotary, \$14,141.40/yr., effective 11/19/18; James A. Eckard II, FT, Deputy Warden, Prison, \$45,000.02/yr., effective 11/19/18; Justin L. Carpenter, FT, Assistant Public Defender, Public Defender's Office, \$35,000.16/yr., effective 11/26/18.
- k. **Resignation:** Jan M. Glunt, FT, Assessor 1, Assessment Office, \$19,801.60/yr., effective 11/13/18. (Declined offer pre-orientation date)

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payments of Consent Agenda letter (a) the first and second bullets.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 425-2018.

UNFINISHED BUSINESS:

Resolution 391-2018: A resolution approving a quote received from CDW-G, in the amount of \$18,666.89, for the purchase of a BOMGAR Privileged Access Management System (\$8,919.06 Assessment Technology Fund/\$9,747.83 IT), pending final approval by Solicitor of Costar's Contract.

County Administrator Schmitt stated that no action is required for this item. The system was available for purchase through a vendor that is on state contract and the solicitor has reviewed and approved the purchase through the state contract. The purchase of the BOMGAR system was approved as part of the warrant list presented on today's consent agenda.

OLD BUSINESS:

Home Rule:

No discussion or presentation.

Adoption of Ordinance 3-2018:

Attorney Chris Brewer requested authorization for the Adoption of Ordinance 3-2018 authorizing the incurring of lease rental indebtedness by the guaranty of the debt service in respect of a revenue note of the Blair County Airport Authority in the principal amount of one million, nine hundred fifty-seven thousand, five hundred and seventy dollars (\$1,957,570); covenanting to pay, and pledging unlimited taxing power for the payment of, the note under the guaranty; authorizing filings of required documents with the Department Of Community And Economic Development; ratifying actions of officers and directing other actions; and making other covenants in respect of the guaranty.

Attorney Brewer provided a brief outline of the Ordinance and asked for questions pertaining to the Ordinance from the Board of Commissioners.

Discussion followed.

Ordinance 3-2018: An Ordinance authorizing the incurring of lease rental indebtedness by the guaranty of the debt service in respect of a revenue note of the Blair County Airport Authority in the principal amount of one million, nine hundred fifty-seven thousand, five hundred and seventy dollars (\$1,957,570); covenanting to pay, and pledging unlimited taxing power for the payment of, the note under the guaranty; authorizing filings of required documents with the Department Of Community And Economic Development; ratifying actions of officers and directing other actions; and making other covenants in respect of the guaranty.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Ordinance 3-2018.

NEW BUSINESS:

Blair Senior Services:

Dennis Wisor requested approval of a revised FY 17/18 Medical Assistance Transportation Program (MATP) Allocation in the amount of \$1,291,867.00.

Mr. Wisor stated that due to an increase in demand, the Blair County MATP Grant was increased to \$1,291,867.00. In order for the final payment to be released, it must be approved by the Board, signed and mailed back the Department of Human Services (DHS).

Discussion followed.

Resolution 426-2018: A resolution approving the revised FY 17/18 Medical Assistance Transportation Program (MATP) Allocation in the amount of \$1,291,867.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 426-2018.

Intermunicipal Relations Committee (IRC):

Katrina Pope requested approval to amend the Scope of Work for the Act 101 Section 901 Household Hazardous Waste Education Grant. All other respects to the grant agreement remain in full force and effect.

Ms. Pope stated that the Scope of Work in the grant application packet for the Act 101 Section 901 Household Hazardous Waste Education Grant needs to be amended. The original Scope of Work included in our grant packet was for Berks County. She stated that everything else pertaining to the grant remains the same and in full force and effect.

Discussion followed.

Resolution 427-2018: A resolution approving the amendment to the Scope of Work for the Act 101 Section 901 Household Hazardous Waste Education Grant. All other respects to the grant agreement remain in full force and effect.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 427-2018.

Blair County Court Administration:

Janice Meadows requested approval of a Professional Services Agreement between the County of Blair, on behalf of the Blair County Court of Common Pleas and Susquehanna Software, in the annual amount of \$3,600.00, for correction to program errors, unlimited telephone and email support, and the annual integration and scrubbing of new juror data, for the period of January 1, 2019 through December 31, 2019.

Mrs. Meadows stated that the annual amount of \$3,600.00 does reflect an increase of \$50.00 per quarter (\$200.00) for 2019.

Discussion followed.

Resolution 430-2018: A resolution approving a Professional Services Agreement between the County of Blair, on behalf of the Blair County Court of Common Pleas and Susquehanna Software, in the annual amount of \$3,600.00, for correction to program errors, unlimited telephone and email support, and the annual integration and scrubbing of new juror data, for the period of January 1, 2019 through December 31, 2019.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 430-2018.

Blair County Prison:

County Administrator Schmitt requested ratification of a General Release for Property Loss Claim Settlement to Don Ralph Ickes in the amount of \$3,811.50.

Discussion followed.

Resolution 431-2018: A resolution approving the ratification of a General Release for Property Loss Claim Settlement to Don Ralph Ickes in the amount of \$3,811.50.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 431-2018.

Blair County Department of Social Services:

- a. Trina Illig requested approval for submission of a Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development for the County of Blair's FY 2014 Contract (C000061796) as follows:
 - i. Reduce existing activity for Removal of Architectural Barriers at the Greenfield Township Municipal Building from \$52,699.00 (including delivery costs) to \$37,561.69 for a total deduction of \$15,137.31.

- ii. Increase existing activity for Housing Rehabilitation in the Township of Greenfield from \$18,010.00 (including delivery costs) to \$33,147.31 (including delivery costs) for a total increase of \$15,137.31.

Mrs. Illig stated that the removal of architectural barriers has been completed with a remaining fund balance of \$15,137.31. She stated that the remaining \$15,137.31 fund balance would be used to increase existing activity for housing rehabilitation from \$18,010.00 to \$33,147.31.

Discussion followed.

Resolution 432-2018: A resolution approving submission of a Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development for the County of Blair's FY 2014 Contract (C000061796) as follows:

- i. Reduce existing activity for Removal of Architectural Barriers at the Greenfield Township Municipal Building from \$52,699.00 (including delivery costs) to \$37,561.69 for a total deduction of \$15,137.31.
- ii. Increase existing activity for Housing Rehabilitation in the Township of Greenfield from \$18,010.00 (including delivery costs) to \$33,147.31 (including delivery costs) for a total increase of \$15,137.31.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 432-2018.

- b. Trina Illig request approval to enter into a Sub-recipient Agreement under the County of Blair's Community Development Block Grant (CDBG) Program between the County of Blair and the County of Blair Redevelopment and Housing Authority (COBRAH) under Greenfield Township's FY 14 CDBG funds in the amount of \$33,147.31.

Discussion followed.

Resolution 433-2018: A resolution approving to enter into a Sub-recipient Agreement under the County of Blair's Community Development Block Grant (CDBG) Program between the County of Blair and the County of Blair Redevelopment and Housing Authority (COBRAH) under Greenfield Township's FY 14 CDBG funds in the amount of \$33,147.31.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 433-2018.

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., (ERSI). One of the agreements will be for use by the Geographic Information Systems (GIS) Department and the Assessment Office, in the amount of \$15,800.00 for five (5) ArcGIS for Desktop Advanced Concurrent Use Licenses, one (1) ArcGIS Spatial Analyst for Desktop Concurrent Use License, and two (2) ArcGIS for Server Enterprise Standard Licenses through December 30, 2019; and the second agreement is for use by the 911 Operations Center, in the amount of \$6,500.00 for one (1) ArcGIS for Desktop Standard Concurrent Use License and one (1) ArcGIS for Server Enterprise Standard License through December 30, 2019.

Mr. Wills stated that three (3) departments would cover the costs of the two (2) agreements as follows: GIS in the amount of \$12,200.00, Department of Emergency Services/911 in the amount of \$6,500.00 and Assessment in the amount of \$3,600.00. He stated that the amount paid by the Department of Emergency Services/911 is eligible for 100% reimbursement.

Discussion followed.

Resolution 434-2018: A resolution approving two (2) ArcGIS Software Maintenance Agreements between the County of Blair and Environmental Systems Research Institute, Inc., (ERSI). One of the agreements will be for use by the Geographic Information Systems (GIS) Department and the Assessment Office, in the amount of \$15,800.00 for five (5) ArcGIS for Desktop Advanced Concurrent Use Licenses, one (1) ArcGIS Spatial Analyst for Desktop Concurrent Use License, and two (2) ArcGIS for Server Enterprise Standard Licenses through December 30, 2019; and the second agreement is for use by the 911 Operations Center, in the amount of \$6,500.00 for one (1) ArcGIS for Desktop Standard Concurrent Use License and one (1) ArcGIS for Server Enterprise Standard License through December 30, 2019.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 434-2018.

Blair County Victim/Witness:

Jen Brown requested approval of Amendment #1 to the Sub-grant Agreement #2017-VS-ST-27394 between the County of Blair and the Pennsylvania Commission on Crime and Delinquency (PCCD) for Rights and Services Act (RASA) reallocating funds within the budget due to staffing changes for the period of January 1, 2017 to December 31, 2018. (Zero (0) Dollar Net Change to the Current Sub-grant Budget of \$197,425.00)

Ms. Brown stated that Amendment #1 revises the staffing associated with the grant, removing staff no longer employed by the county and adding the employees who are eligible for salary reimbursement through the grant. She stated there are no monetary changes to the current grant budget total of \$197,425.00.

Discussion followed.

Resolution 435-2018: A resolution approving Amendment #1 to the Sub-grant Agreement #2017-VS-ST-27394 between the County of Blair and the Pennsylvania Commission on Crime and Delinquency (PCCD) for Rights and Services Act (RASA) reallocating funds within the budget due to staffing changes for the period of January 1, 2017 to December 31, 2018. (Zero (0) Dollar Net Change to the Current Sub-grant Budget of \$197,425.00).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 435-2018.

Blair County Agricultural Land Preservation:

County Administrator Schmitt presented discussion concerning the 2019 allocation and the source of the allocation.

Mrs. Schmitt stated that previous allocations of county match funds for purchasing agricultural conservation easements have ranged from \$50,000.00 to \$120,000.00. Allocations to the Blair County Agricultural Land Preservation Program are an approved use of the County's allocation of Act 13 Marcellus Shale Funds.

Commissioner Tomassetti asked the Commissioners to consider an allocation of \$120,000.00 from the Act 13 Marcellus Shale Funds, which would leave an unencumbered balance remaining in the fund of \$25,000.00 until the next annual deposit in 2019.

Discussion followed.

Resolution 436-2018: A resolution approving an allocation of 2019 County Match Funds, in the amount of \$120,000.00, paid from Act 13 Marcellus Shale Funds, to the Blair County Agricultural Land Preservation Program, for the purchasing of agricultural conservation easements pursuant to the authority contained in the Act of June 30, 1981 (P.L. 128, No. 43), known as the Agricultural Area Security Law, as amended.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 436-2018.

Lakemont Dam Inspection Report and updated Emergency Action Plan:

Rocky Greenland requested approval of the 2018 Lakemont Dam Inspection Report and updated Emergency Action Plan.

Mr. Greenland stated that the report shows no major areas of concern. The Blair County Emergency Management Center has reviewed the Emergency Action Plan.

Discussion followed.

Resolution 437-2018: A resolution approving the 2018 Lakemont Dam Inspection Report and updated Emergency Action Plan.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 437-2018.

Blair County IT Department:

- a. Don Weakland requested approval of a proposal received from Link Computer Corporation for the renewal of four-hundred (400) licenses of single-wire phone paging maintenance service coverage for the county phone system, in the total amount of \$2,520.00.

Mr. Weakland stated that this is a renewal for maintenance for 400 licenses for phone system paging. He stated that there are terms and conditions that need legal review prior to approval.

Discussion followed.

- b. Don Weakland requested approval of a proposal received from Link Computer Corporation for additional Cisco UC licensing and SmartNET coverage for the county phone system, in the total amount of \$23,141.40.

Mr. Weakland stated that this proposal is for renewal maintenance of supportable equipment and software licensing for the county and prison phone system. He stated that the renewal increase of \$1,848.73 over the 2017 rate is not entirely accurate as the proposal represents the coverage of additional hardware not presented in the 2017 proposal which includes hardware/switches and additional phone licensing added since the 2016 proposal.

Mr. Weakland stated that there are terms and conditions that need legal review prior to approval.

Discussion followed.

Information Technology/Tax Claim/Prothonotary/Clerk of Courts/Sheriff

- a. Mr. Weakland requested approval of a Purchase Agreement between Harris Local Government (INFOCON Corporation) and Blair County for professional services in a maximum amount of 33 hours or \$10,250.00 to include set-up, configuration and migration of data currently housed on the county owned AS/400 system to be housed by INFOCON and a one-year Maintenance & Support Agreement at \$2,690.00 per month or \$32,280.00 including 62 current devices and additional devices at \$44.00 per month per device. The cost for Migration will be split between Tax Claim: \$4,150.00; Sheriff: \$1,200.00; Prothonotary: \$4,900.00 (Reserve Fund). Cost for Yearly Maintenance and Support is budgeted in the respective 2019 department budgets.

Mr. Weakland stated that the County is currently not able to purchase maintenance agreements to support the hardware and software of the AS/400 system without major system upgrades to bring the hardware and software to a more current versions. It is RBA's recommendation to the Commissioners that the data be stored off-site with Harris Local Government.

The Purchase Agreement is to move the county's internal InfoCon AS/400 Systems to the Harris Local Government hosting system located in Ebensburg, PA. He stated the charge is \$10,250.00 for the set-up, configuration and migration of the data currently housed on the county's AS/400 system. He stated that the cost for migration would be split between Tax Claim, the Sheriff and Prothonotary.

Mr. Weakland stated that there would be a one-year maintenance and support agreement in the amount of \$2,690.00 per month or \$32,280.00. He stated that the cost for the yearly maintenance and support has been budgeted in the respective 2019 department budgets.

Discussion followed.

Resolution 428-2018: A resolution approving Purchase Agreement between Harris Local Government (INFOCON Corporation) and Blair County for professional services in a maximum amount of 33 hours or \$10,250.00 to include set-up, configuration and migration of data currently housed on the county owned AS/400 system to be housed by INFOCON and a one-year Maintenance & Support Agreement at \$2,690.00 per month or \$32,280.00 including 62 current devices and additional devices at \$44.00 per month per device. The cost for Migration will be split between Tax Claim: \$4,150.00; Sheriff: \$1,200.00; Prothonotary: \$4,900.00 (Reserve Fund). Cost for Yearly Maintenance and Support is budgeted in the respective 2019 department budgets.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 428-2018.

- b. **Budget Transfers for approval:**

Mr. Weakland requested the following budget transfer: From: 01111-44110 (Tax Claim/Sheriff's Fees) To: 01151-44030 \$1,200.00 Sheriff/Professional Services.

Discussion followed.

Resolution 429-2018: A resolution approving the following budget transfer: From: 01111-44110 (Tax Claim/Sheriff's Fees) To: 01151-44030 \$1,200.00 Sheriff/Professional Services.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 429-2018.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt,
County Administrator