

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, JANUARY 8, 2019, 10:00 A.M.**

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **APPROVAL OF MINUTES** – December 18 and 28, 2018
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
7. **SPECIAL ANNOUNCEMENT** – Mary Ann Bennis/Register of Wills/Recorder of Deeds Office
8. **PROCLAMATION OF APPRECIATION** – Margaret “Peggy” Fields
9. **CONSENT AGENDA**

Resolution 1-2019:

- a. Payment of Five (5) Warrant Lists dated January 7, 2019, in the amounts of \$212,568.15; \$197,423.99; \$35,411.51; \$41,405.70; and \$1,027.50, which includes payment of the following invoice to:

- **2017 Project Fund/Bond/Courthouse Roof Replacement Project:** Keller Engineers, Inc., in the amount of \$31.92 for Documents and Bidding.

- b. Ratification of payroll for the pay date of January 3, 2019 in the amount of \$768,105.33.

- c. **Budget Transfer (2018):** The following transfers represent charges received from Justifacts for background and/or reference checks for the month of December 2018:

<u>From</u>	<u>\$</u>	<u>To</u>
01105-42000-Human Resources	\$ 127.75	01160-42000 Court Administration
01105-42000-Human Resources	\$1,159.25	01209PO-42000 Prison
01105-42000-Human Resources	\$ 148.25	01157-42000 Public Defender

- d. **Budget Transfer (2018):** The following transfers represent charges received from McNees Wallace for legal fees shown on the December 21, 2018 invoice:

<u>From</u>	<u>\$</u>	<u>To</u>
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- f. **Budget Transfer (2019):** The following transfer is for InfoCon Licenses not included in the 2019 Court Budget:

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- g. **NBIS Bridge Inspection and Inventory:** Payment of **Invoices #20 and #21, received from Stiffler McGraw (ESMC Invoice #9),** in the amounts of \$4,829.89 and \$7,267.88 respectively for the following: **Bridge #69** Bedford Street over South Dry Run \$595.29; **Bridge #70** Bedford Street Over South Poplar Run \$595.29; **Bridge #81** Chappell Road over Bob’s Creek \$1,815.95; **Bridge #53** Brumbaugh Road over Plum Creek \$1,815.95; **Mileage** \$7.41; **Bridge #36** Becker Road over Bells Gap Run \$2,300.00; **Bridge #21** Etna Furnace Road over Roaring Run \$1,815.95; **Bridge #45** Plummer’s Hollow Road over Little Juniata \$2,289.44; **Bridge #45** Plummer Hollow Road over Little Juniata (**Analysis**) \$855.08; **Mileage** \$7.41. (Expenses will be paid from the Act 44 Reserve Account #059 and are 80% reimbursable.)

- h. **Blair County Agricultural Land Preservation Board:** Requesting approval for the reappointment of John Black as the Blair County Agricultural Land Preservation Chairman for 2019.
- i. **Fort Roberdeau Association:** Requesting approval of the resignation of Margaret “Peggy” Fields from the Fort Roberdeau Association and the appointment of Mike Kessling filling the unexpired term of Peggy Fields. Term to expire December 31, 2020.
- j. **Children, Youth and Families Advisory Board:** Requesting approval of the resignation of Abbie Tate from the Children, Youth and Families Advisory Board effective January 2, 2019. Term to expire December 31, 2019.
- k. **Blair County Sheriff’s Office:** Requesting approval of one (1) Rowen University Student Intern Corey Spatz for the period of January 9, 2019 to January 18, 2019. Internship is for credit only and at no cost to the county.
- l. **Employment:** Ashley M. Marconi, Deryck M. Lamont, Devin M. Hodge and Devin B. Noel, PT, Fill-In, Correction Officers, \$14.42/hr., effective 12/31/18; Nicholas D. Moffitt, Devin W. Dively, Makenzie R. McDonald, James W. Frantz, PT, Fill-In, Correction Officers, Prison, \$14.42/hr., effective 01/01/19, and Blaine T. Berg, FT, Sheriff’s Deputy, Sheriff’s Office, \$14.65/yr., effective 01/01/19; Stevie R. Hess and Jennifer L. High, From, PT, Fill-In Corrections Officer, Prison, \$14.42/hr., To Full-Time Corrections Officer, Prison, \$19.54/hr., effective 12/31/18; Ashley N. Bem, From, FT, Custody Processor, Court Administration, \$9.10/hr., to FT, Custody Receptionist, Court Administration, \$10.00/hr., effective 01/01/19.
- m. **Resignations:** Tasha R. Walls, PT, Office Assistant, Public Defender’s Office, \$9.18/hr., effective 12/27/18; Nathan L. Patterson, FT, Sheriff’s Deputy, Sheriff’s Office, \$13.74/hr., effective 01/03/19; Matthew J. Criste, PT, Fill-In Corrections Officer, \$14.42/hr., effective 01/04/19.
- n. **Retirements:** Nancy L. Bernecky, FT, Caseworker II, CYF, \$40,941.16/yr., effective 12/31/18; Barbara J. Fagan, FT, First Deputy Register of Wills, Register of Wills/Recorder of Deeds, \$25,781.08/yr., effective 12/31/18.
- o. **Terminations:** Noah J. Walstrom, FT, Assistant District Attorney, District Attorney’s Office, \$35,700.08/yr., effective 12/28/18; Kelsey N. Pellegrine, PT, Sheriff’s Deputy, \$11.80/hr., effective 01/02/19.
- p. **Deceased Employee:** Zachary R. Morris, FT, Corrections Officer, Prison, \$19.54/hr., 01/04/19.

10. **STAFF REPORTS & SPECIAL BUSINESS**

A. Blair County Department of Social Services:

- i. Requesting approval of a Disbursement of Affordable Housing Trust Funds in the amount of \$1,100.00 for the removal and replacement of a roof at 1907 10th Street, Altoona, PA.
- ii. Requesting approval of a Professional Services Agreement between the County of Blair on behalf of the Department of Social Services and Professional Staffing Solutions, LLC (PS Solutions) for the development of a mobile phone app for individuals to be able to conduct the Columbia Suicide Severity Rating Scale, in the amount of \$8,450.00.
- iii. Requesting approval of an Emergency Solutions Grant Agreement between the County of Blair and the Commonwealth of PA acting through the Department of Community and Economic Development (DCED) for FY 2018 (Contract #000070320), in the amount of \$350,000.00 for the following activities:
 - Emergency Shelter Component
 - Rapid Rehousing Activities
 - Homeless Prevention Activities
 - HMIS Data Entry
 - Program Administration

B. Southern Alleghenies Service Management Group:

- i. Requesting approval of Twenty (20) FY 18/19 Intellectual Disability renewal contracts and the accompanying Business Associate Agreements between the County of Blair and the Providers listed below for the period of July 1, 2018 through June 30, 2019:
 - Blair Senior Services
 - Care Program
 - Center for Community Resources
 - Community Resources for Independence, Inc.
 - Contact Altoona
 - Crossroads Services, Inc.

- Empowering Lives Foundation
 - Family Links
 - Family Services, Inc.
 - Ganister Station
 - Interim Healthcare
 - Merakey Pennsylvania
 - North Star Services, Inc.
 - Lisa Phipps
 - Private Care Resources, Inc.
 - Saint Francis University
 - Juanita Seely
 - Skills of Central PA, Inc.
 - The Learning Community of PA
 - UPMC Behavioral Health of the Alleghenies
- ii. Requesting approval of Five (5) FY 18/19 Intellectual Disability renewal Purchase of Service Agreements and the accompanying Business Associate Agreements between the County of Blair and the Providers listed below for the period of July 1, 2018 through June 30, 2019:
- MaryAnn Joyce Bistline
 - Nancy Imes
 - Stephen Martynuska
 - Erik Messner
 - Richard Petroski
- iii. Requesting approval of a FY 18/19 Early Intervention Contract and the accompanying Business Associate Agreement between the County of Blair and Joseph L. Felix for the period of November 1, 2018 through June 30, 2019.
- iv. Requesting approval of Eleven (11) FY 18/19 Early Intervention renewal Contracts and the accompanying Business Associate Agreements between the County of Blair and the Providers listed below for the period of July 1, 2018 through June 30, 2019:
- Allegheny & Chesapeake Physical Therapists, Inc.
 - Appalachia Intermediate Unit 08
 - C& Contract Speech Language Pathology Services, Inc.
 - Creative Solutions Therapy, LLC
 - Kids First Affiliated Services
 - Susan McKeon
 - Milestone Physical Therapy, LLC
 - North Star Services, Inc.
 - ProCare PT, LP
 - Kerri L. Sassano
 - UPMC Home Care Management Services d/b/a (Home Nursing Agency Community Services)

C. Blair County Juvenile Probation:

Requesting approval of a Youth Level of Service/Case Management Inventory 2.0 Test Usage Agreement between the County of Blair on behalf of the Juvenile Probation Department and the Pennsylvania Juvenile Court Judges' Commission (JCJC) for invoicing of Youth Level of Service usage at the rate of \$2.10 per assessment for the period of July 1, 2018 through June 30, 2019.

D. Blair County Assessment Office:

Requesting approval of a contract between the County of Blair and Spring Hill Laser Service's Group for multi-bill insertion of 60,900 estimated bills for the fixed fee amount of \$10,948.31 and:

Optional Print/Insert/Mail Services not included in the total consideration, as follows: Additional print and insertion items (quantity 50,000):

- a. 8.5" x 11" 24# white printed 1/0 – black ink tri-folded - \$1,418.95
- b. 8.5" x 11" 24# white printed 1/0 –color ink tri-folded - \$1,470.95
- c. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - \$1,680.90
- d. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - \$1,732.90
- e. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – black ink - \$621.40
- f. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – color ink - \$673.40

- g. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – black ink - \$722.15
- h. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 –color ink - \$774.15

Postage costs will be borne by the County of Blair for the mailing.

E. Fort Roberdeau:

- i. Requesting approval of a ¼ page full-color advertisement in the 2019 Pennsylvania's Travel Guide (spring, summer and fall issues) in the amount of \$540.00 per issue or a total of \$1,620.00, to be paid from the Fort Roberdeau advertising budget.
- ii. Requesting approval to amend the completion date to the agreement dated May 7, 2018, between the County of Blair, Fort Roberdeau and Mark A. Frederick (Independent Filmmaker), for video production of a new orientation film to Fort Roberdeau and to produce 15-30 promotional clips of special events and recreational use of the park from December 31, 2018 to December 1, 2019. Cost (\$2,000.00) and all other terms of the agreement remain the same and will be paid by the Fort Roberdeau Association.

F. Blair County Drug and DUI Court:

Requesting approval for the submission of a FY 18/19 Discretionary Grant Application to the Administrative Office of Pennsylvania Courts (AOPC), in the amount of \$11,500.00, for the enhancement of the County's Problem Solving Courts.

G. Blair County Treasurer's Office:

Requesting approval of an Independent Contractor Agreement between the County of Blair, and Nancy B. Burket, at a rate of \$25.00/hr, with a maximum amount not to exceed \$3,500.00, and for a period not to extend beyond June 30, 2019 for assistance in the reconciliation and detailed review of the county's 2018 Bank Accounts.

H. Courthouse Preservation Project:

Requesting approval to renew an Independent Contractor Agreement between the County of Blair and John A. Rita, AIC, for professional historic preservation consultant services, in a maximum amount of \$6,000.00 to be paid at a rate of \$500.00/month, for the period of 01/01/19 through 12/31/19.

I. Courtroom 2 Finish Restoration – Phase 1:

Requesting approval of Change Order No: Co-AMC1 received from Albert Michaels Conservation, Inc., changing the Substantial Completion Date for Courtroom 2 Finish Restoration – Phase 1, from November 2, 2018 to December 28, 2018.

11. **OLD BUSINESS**

1875 Courtroom and Lawyer's Lobby Furnishings:

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

12. **ADJOURN**

WORK SESSION: TUESDAY, JANUARY 8, 2018, 10:00 A.M.:

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

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

Others Present: Leslie Evanoshi, Anita Terchanik, Jill Noel, Julie Myers, Chris McKeon (Paralegal), Elizabeth Doyle and Jolene Kopriva (Judge), Joe Merilli (PC Solutions), Jerry Stern (Former Legislator), A.C. Stickel (Controller), John Bennis, Ben Levine, Larry Lashinsky, Trish Haigh, William Schirf, Martha Reese, Carol Newman, Tim and Kathy Casher, Joseph A. Zolne, Lois Kaneshiki (Public), Tyler Rowles, Peggy Fields, Cindy Corle, Karen Morrow and Glenn Nelson (Fort Roberdeau), DeAnna Heichel (Assessment), Jeffrey Robison (Fort Roberdeau Photographer), MaryAnn Bennis, Lisa Logan, Rose Marie Bodenski, Christine Weaver, Susan Gingery, Denise Dodson, Polly McCabe (Register and Records Office), Sarah Chuff and Jenn Sleppy (Finance), Jon Frank (JPO), Jaime Henry, Carol Hartman and Kelly Popich (Southern Alleghenies Service Management Group), Charles Dively, Jim Hudack and Trina Illig (Social Services), Jim Carothers (Treasurer), Scott Schultz, Janice Meadows (Court Administration), Robin Patton (Prothonotary), James Ott (Sheriff), Kay Stephens (Altoona Mirror), Charlotte Ames (WTAJ-TV 10), Rocky Greenland (Public Works), Lucy Wolf (Law Library), Polly Cardone (Tax Claim), Nicole Hemminger and Melissa Harpster (Commissioners Office).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Erb called for a moment of silent reflection. Commissioner Erb asked that during the moment of silent reflection that our thoughts and prayers be extended to the family of Zachary R. Morris, a Corrections Officer at the Blair County Prison, who was tragically killed in an auto accident at the age of 21.

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 – DECEMBER 18 AND 28, 2018:

Commissioner Erb called for corrections or changes to the minutes of December 18 and 28, 2018. **There were no corrections or changes noted.**

Commissioner Erb called for a motion for the approval of minutes of December 18, 2018. Motion by Commissioner Tomassetti, seconded by Commissioner Beam, abstention by Commissioner Erb. Motion passed 2 to 1 to accept the minutes as prepared.

Commissioner Erb called for a motion for the approval of minutes of December 28, 2018. 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.

County Administrator Schmitt stated that there is one change to the Consent Agenda, listed under terminations, changing the effective date of Noah J. Walstrom from 12/18/18 to 12/28/18.

Former Altoona City Mayor, William Schirf presented comments in support of Commissioner Tomassetti's desire to explore the formation of a Home Rule Charter for the County of Blair. Mr. Schirf stated he was the mayor of Altoona when the city adopted Home Rule and he believes that implementing Home Rule would have the same positive impact on Blair County as it did in the city of Altoona. Mr. Schirf encouraged Commissioners' Erb and Beam to continue to explore and study Home Rule Charter.

Discussion followed.

SPECIAL ANNOUNCEMENT:

Mary Ann Bennis, Register of Wills/Recorder of Deeds.

Commissioner Erb introduced Mary Ann Bennis, Blair County Register of Wills/Recorder of Deeds.

Mrs. Bennis announced that she will not be seeking reelection at the end of 2019. She stated that her husband retired in 2016 and she wishes to join him in retirement and to spend time with their three children and seven grandchildren.

Mrs. Bennis expressed her thanks and appreciation to her family, friends, departmental staff, county associates and fellow elected officials for their dedication and support given during her terms in office.

Commissioners Erb, Tomassetti and Beam extended their best wishes to Mrs. Bennis on her future endeavors and thanked her for a job well done and for her invaluable professional service to the county and its citizens.

PROCLAMATION OF APPRECIATION:

Margaret "Peggy" Fields.

Commissioner Beam read the following proclamation in appreciation of Mrs. Field's dedicated service to Fort Roberdeau and wished her well on behalf of the county and its citizens in her retirement from the Association.

PROCLAMATION

Whereas, As a volunteer at Fort Roberdeau for 40 years, Margaret "Peggy" Fields is an educator and mentor who shares her knowledge and expertise with the public and students and guides and nurtures volunteers interested in becoming living history interpreters of period clothing, hearth cooking, colonial food-ways and preservation, 18th century dining, frontier life, and artifacts; and

Whereas, Peggy has served as a Fort Roberdeau Association board member for 38 years. Her ideas and participation in this leadership role supported the Fort in the past, provides resources for the present and inspires vision for the future. Her dedicated effort and countless volunteer hours have ensured the Fort remains a Blair County tourist attraction, an educational destination for school students, a National Historical site and a recreational area for families and individuals; and

Whereas, Peggy's volunteer efforts as a mentor and educator have been an integral part of the success of the Fort Roberdeau Historic Site for four decades, almost since the Fort's dedication and grand opening in 1976. She cherishes the opportunity to share her passion for hands-on, living history with others, including the public, students, staff and new volunteers. Her knowledge, skills, abilities, and ideas have helped developed many of the Fort's programs and activities throughout the years; and

Whereas, Peggy was very active in developing and delivering the school programs that reach over 2,000 students each year. She continues to guide their development and modifications to meet changing educational standards; and

Whereas, Peggy is the inspiration behind **Distaff Days: A Woman's Frontier Skills Weekend**, a special program first held at Fort Roberdeau in August 2016. Distaff Days is an opportunity for the public to discover how women and men worked together on the frontier to survive, prosper, and support the War for Independence and to give the public the opportunity to experience hands-on demonstrations of a frontier woman's every day work; and

Whereas, the colonial period wardrobe at Fort Roberdeau was developed under the direction of Peggy. She sews clothing using period styles and techniques, and develops the historic accoutrements for our staff and volunteers. Every volunteer at Fort Roberdeau wears clothing that has been sewn or mended countless times by Peggy; and

Now, Therefore, Be It Proclaimed We, the Blair County Board of Commissioners, on behalf of the citizens of Blair County, take this opportunity to recognize Margaret "Peggy" Fields for her many years of service to Fort Roberdeau and congratulate her on her retirement.

**Blair County
Board of Commissioners:**

Bruce R. Erb, Chairman

Terry Tomassetti, Vice-Chairman

Ted Beam, Jr., Secretary

Attest:

Helen P. Schmitt, County Administrator
January 8, 2019

Commissioner Beam presented the Proclamation to Mrs. Fields. Mrs. Fields expressed her thanks and appreciation for the recognition and shared a few brief words. Glenn Nelson also expressed his thanks and appreciation to Mrs. Fields for her dedicated service.

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

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- p. **Deceased Employee:** Zachary R. Morris, FT, Corrections Officer, Prison, \$19.54/hr., 01/04/19.

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of the invoice to Keller Engineers, Inc.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 1-2019.

STAFF REPORTS & SPECIAL BUSINESS:

Blair County Department of Social Services:

- a. Mr. Hudack stated that although the agenda states that the request is for disbursement of Affordable Housing Trust Funds in the amount of \$1,100.00, for the removal and replacement of a furnace at 1907 10th Street, Altoona, PA, the funds will be used for the removal of and replacement of a roof at this address.

Mr. Hudack stated that the disbursement request falls within the guidelines of the Affordable Housing Trust Fund, and that once the roof project is completed, Blair County Community Action Agency would be able to leverage at least an additional \$7,518.80, to conduct weatherization activities on the property.

Discussion followed.

- b. Jim Hudack requested approval of a Professional Services Agreement between the County of Blair on behalf of the Department of Social Services and Professional Staffing Solutions, LLC (PS Solutions), in the amount of \$8,450.00, for the development of a Columbia Suicide Severity Rating Scale (C-SSRC), mobile phone app.

Mr. Hudack stated that each year nearly 1 million people worldwide die by suicide, which is equal to one life lost every 40 seconds, and that the suicide rate per 100,000 people in Pennsylvania is 14.66 or one life lost every 4 hours.

Mr. Hudack stated that suicide is preventable if we can identify those individuals who are most at risk for dying by suicide and assisting them in finding the help they need. He stated that experience and recent research has proven that asking the question on the C-SSRC to individuals can help assess the individuals for suicide risk, and that any yes answers should be taken seriously and give the necessary contact information for local medical and/or mental health professionals. He stated that individuals would be able to use the app free of charge and that the app would be supported by PS Solutions.

Mr. Hudack stated that his department has the funds available to cover the \$8,450.00, cost of the app's development and that there may be other organizations willing to share in the expense.

Discussion followed.

Resolution 2-2019: A resolution approving a Professional Services Agreement between the County of Blair on behalf of the Department of Social Services and Professional Staffing Solutions, LLC (PS Solutions) for the development of a mobile phone app for individuals to be able to conduct the Columbia Suicide Severity Rating Scale, in the amount of \$8,450.00.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 2-2019.

- c. Trina Illig requested approval of an Emergency Solutions Grant Agreement between the County of Blair and the Commonwealth of PA acting through the Department of Community and Economic Development (DCED) for FY 2018 (Contract #000070320), in the amount of \$350,000.00, for the following activities in the following amounts:

• Emergency Shelter Component	\$182,854.00
• Rapid Rehousing Activities	\$ 97,010.00
• Homeless Prevention Activities	\$ 52,046.00
• Homeless Management Information System (HMIS) Data Entry	\$ 4,965.00
• Program Administration	\$ 13,125.00

Mrs. Illig stated the grant agreement includes activities through Blair County Community Action Agency and Family Services.

Discussion followed.

Resolution 3-2019: A resolution approving an Emergency Solutions Grant Agreement between the County of Blair and the Commonwealth of PA acting through the Department of Community and Economic Development (DCED) for FY 2018 (Contract #000070320), in the amount of \$350,000.00.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 3-2019.

Southern Alleghenies Service Management Group:

- a. Jamie Henry requested approval to renew the following twenty (20) FY 18/19 Intellectual Disability contracts and the accompanying Business Associate Agreements between the County of Blair and the Providers listed below for the period of July 1, 2018 through June 30, 2019:

- Blair Senior Services
- Care Program
- Center for Community Resources
- Community Resources for Independence, Inc.
- Contact Altoona
- Crossroads Services, Inc.
- Empowering Lives Foundation
- Family Links
- Family Services, Inc.
- Ganister Station
- Interim Healthcare
- Merakey Pennsylvania
- North Star Services, Inc.
- Lisa Phipps
- Private Care Resources, Inc.
- Saint Francis University
- Juanita Seely
- Skills of Central PA, Inc.
- The Learning Community of PA
- UPMC Behavioral Health of the Alleghenies

Mr. Henry stated the delay in the request for signing of the contracts is due to the new requirement for cyber liability insurance. He stated that each vendor below has obtained the insurance.

Discussion followed.

Resolution 4-2018: A resolution approving Twenty (20) FY 18/19 Intellectual Disability renewal contracts and the accompanying Business Associate Agreements between the County of Blair and the Providers.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 4-2018:

- b. Jamie Henry requested approval to renew the following five (5) FY 18/19 Intellectual Disability Purchase of Service Agreements and the accompanying Business Associate Agreements between the County of Blair and the Providers listed below for the period of July 1, 2018 through June 30, 2019:

- MaryAnn Joyce Bistline
- Nancy Imes
- Stephen Martynuska
- Erik Messner
- Richard Petroski

Discussion followed.

Resolution 5-2019: A resolution approving Five (5) FY 18/19 Intellectual Disability renewal Purchase of Service Agreements and the accompanying Business Associate Agreements between the County of Blair and the Providers for the period of July 1, 2018 through June 30, 2019:

Motion by Commissioner Erb, second by Commissioner Beam and unanimously approved to adopt Resolution 5-2019.

- c. Kelly Popich commented that although the agenda states that the request is for approval of a FY 18/19 Early Intervention Contract and the accompanying Business Associate Agreement between the County of Blair and Joseph L. Felix for the period of July 1, 2018 through June 30, 2019, the correct period is November 1, 2018 through June 30, 2019.

Ms. Popich stated that this is a new provider to the County of Blair.

Discussion followed.

Resolution 6-2019: A resolution approving a FY 18/19 Early Intervention Contract and the accompanying Business Associate Agreement between the County of Blair and Joseph L. Felix for the period of November 1, 2018 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 6-2019.

- d. Kelly Popich requested approval to renew the following eleven (11) FY 18/19 Early Intervention contracts and the accompanying Business Associate Agreements between the County of Blair and the Providers listed below for the period of July 1, 2018 through June 30, 2019:

- Allegheny & Chesapeake Physical Therapists, Inc.
- Appalachia Intermediate Unit 08
- C& Contract Speech Language Pathology Services, Inc.
- Creative Solutions Therapy, LLC
- Kids First Affiliated Services
- Susan McKeon
- Milestone Physical Therapy, LLC
- North Star Services, Inc.
- ProCare PT, LP
- Kerri L. Sassano
- UPMC Home Care Management Services d/b/a (Home Nursing Agency Community Services)

Discussion followed.

Resolution 7-2019: A resolution approving eleven (11) FY 18/19 Early Intervention renewal Contracts and the accompanying Business Associate Agreements between the County of Blair and the Providers for the period of July 1, 2018 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 7-2019.

Blair County Juvenile Probation:

Jon Frank requested approval of a Youth Level of Service/Case Management Inventory 2.0 Test Usage Agreement between the County of Blair on behalf of the Juvenile Probation Department and the Pennsylvania Juvenile Court Judges' Commission (JCJC) for invoicing of Youth Level of Service usage, at the rate of \$2.10 per assessment, for the period of July 1, 2018 through June 30, 2019.

Mr. Frank stated that the agreement will enable JCJC to invoice the Juvenile Probation Office for Youth Level Service Assessments administered on the Juvenile Probation Department's Database at the per-use rate of \$2.10 per assessment. He stated that the rate remains the same as last contract period and the expense associated with this agreement is included in the current Needs Based Budget.

Mr. Frank stated that the agreement has been reviewed by the county solicitor.

Discussion followed.

Resolution 8-2019: A resolution approving a Youth Level of Service/Case Management Inventory 2.0 Test Usage Agreement between the County of Blair on behalf of the Juvenile Probation Department and the Pennsylvania Juvenile Court Judges' Commission (JCJC) for invoicing of Youth Level of Service usage at the rate of \$2.10 per assessment for the period of July 1, 2018 through June 30, 2019.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 8-2019.

Blair County Assessment Office:

DeAnna Heichel requested approval of a contract between the County of Blair and Spring Hill Laser Service's Group for multi-bill insertion of 60,900 estimated bills for the fixed fee amount of \$10,948.31 and:

- Optional Print/Insert/Mail Services** not included in the total consideration, as follows: Additional print and insertion items (quantity 50,000):
- a. 8.5" x 11" 24# white printed 1/0 – black ink tri-folded - \$1,418.95
 - b. 8.5" x 11" 24# white printed 1/0 –color ink tri-folded - \$1,470.95
 - c. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - \$1,680.90
 - d. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - \$1,732.90
 - e. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – black ink - \$621.40
 - f. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – color ink - \$673.40
 - g. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – black ink - \$722.15
 - h. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – color ink - \$774.15

Postage costs will be borne by the County of Blair for the mailing.

Ms. Heichel stated that quotes were requested from MailPro, Infocon, NPC and, Spring Hill. Spring Hill was the only vendor to provide a quote for the printing and mailing services for the 2019 tax bills.

Ms. Heichel stated that the contract was reviewed by the county solicitor.

Discussion followed.

Resolution 9-2019: A resolution approving a contract between the County of Blair and Spring Hill Laser Service's Group for multi-bill insertion of 60,900 estimated bills for the fixed fee amount of \$10,948.31 and optional print/insert/mail services.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 9-2019.

Fort Roberdeau:

- a. Glenn Nelson requested approval of a ¼ page full-color advertisement in the 2019 Pennsylvania's Travel Guide (spring, summer and fall issues) in the amount of \$540.00 per issue or a total of \$1,620.00, to be paid from the Fort Roberdeau advertising budget.

Mr. Nelson stated that this is an annual advertising request and the expense is included in the Fort's current advertising budget. He stated that the agreement has been reviewed by the county solicitor.

Discussion follows.

Resolution 10-2019: A resolution approving a ¼ page full-color advertisement in the 2019 Pennsylvania’s Travel Guide (spring, summer and fall issues) in the amount of \$540.00 per issue or a total of \$1,620.00, to be paid from the Fort Roberdeau advertising budget.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 10-2019.

- b. Glenn Nelson requested approval to amend the completion date to the agreement dated May 7, 2018, between the County of Blair, Fort Roberdeau and Mark A. Frederick (Independent Filmmaker), for video production of a new orientation film to Fort Roberdeau and to produce 15-30 promotional clips of special events and recreational use of the park from December 31, 2018 to December 1, 2019. Cost (\$2,000.00) and all other terms of the agreement remain the same and will be paid by the Fort Roberdeau Association.

Mr. Nelson stated that due to the extremely rainy weather and poor filming conditions throughout 2018, there is a need to amend the completion date of the agreement dated May 7, 2018, from December 31, 2018 to December 1, 2019.

Mr. Nelson stated that the cost and all other terms of the agreement remain the same and will be paid by the Fort Roberdeau Association.

Discussion followed.

Resolution 11-2019: A resolution approving to amend the completion date to the agreement dated May 7, 2018, between the County of Blair, Fort Roberdeau and Mark A. Frederick (Independent Filmmaker), for video production of a new orientation film to Fort Roberdeau and to produce 15-30 promotional clips of special events and recreational use of the park from December 31, 2018 to December 1, 2019. Cost (\$2,000.00) and all other terms of the agreement remain the same and will be paid by the Fort Roberdeau Association.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 11-2019.

Blair County Drug and DUI Court:

Scott Schultz requested approval for the submission of a FY 18/19 Discretionary Grant Application to the Administrative Office of Pennsylvania Courts (AOPC), in the amount of \$11,500.00, for the enhancement of the County’s Problem Solving Courts.

Mr. Schultz stated the grant application is requesting funds for use as follows:

Therapy Dog	\$ 5,500.00	(purchase of dog \$500 + training \$5,000)
Incentives	\$ 2,500.00	(gift card incentives 100 @ \$25 each)
<u>Travel/Training</u> +	<u>\$ 3,500.00</u>	(training/&lodging for 10 people @ \$350 each to attend the Annual Pennsylvania Association Drug Court Professionals (PADCP)Conference)
Total	= \$11,500.00	

Mr. Schultz stated that 75% of the individuals currently involved in the Problem Solving Courts have a mental health diagnosis, and that having a therapy dog available to provide comfort and protection to these individuals would be a great benefit.

Mr. Schultz stated that the use of reward incentives motivates positive behaviors to help individuals overcome their addiction. The incentives will be awarded in accordance to proximal and distal goals per individual.

Mr. Schultz stated that to help in maintaining accreditation through AOPC, and to help in moving Blair County’s Problem Solving Courts forward through learning, \$3,500.00, is being requested for 10 individuals to attend the annual Pennsylvania Association Drug Court Professionals (PADCP) Conference.

Solicitor Karn stated that the application for funding is the first step in obtaining a therapy dog. If the funding is approved, the Courts would have to develop the proper policies as well as bring any additional agreements before the Commissioners for approval to purchase a therapy dog.

Discussion followed.

Blair County Treasurer's Office:

Treasurer Carothers stated that although the agenda states that the request is for approval of an Independent Contractor Agreement between the County of Blair, and Nancy B. Burket, at a rate of \$25.00/hr., with a maximum amount not to exceed \$3,500.00, and for a period not to extend beyond June 30, 2019 for assistance in the reconciliation and detailed review of the 2018 County General Fund Bank Account, the assistance is needed for the reconciliation and detailed review of all 2018 County Bank Accounts.

Mr. Carothers stated that the agreement has been reviewed by Solicitor Karn and requested changes have been made. Mr Carothers stated this Independent Contractor Agreement will aid in preparing his office for the 2018 audit.

Discussion followed.

Resolution 12-2019: A resolution approving an Independent Contractor Agreement between the County of Blair, and Nancy B. Burket, at a rate of \$25.00/hr., with a maximum amount not to exceed \$3,500.00, and for a period not to extend beyond June 30, 2019 for assistance in the reconciliation and detailed review of the 2018 County Bank Accounts.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 12-2019.

Courthouse Preservation Project:

Commissioner Tomassetti requested approval to renew an Independent Contractor Agreement between the County of Blair and John A. Rita, AIC, for professional historic preservation consultant services, in a maximum amount of \$6,000.00 to be paid at a rate of \$500.00/month, for the period of 01/01/19 through 12/31/19.

Commissioner Tomassetti stated that the services provided in the agreement are eligible bond expenses.

Discussion followed.

Resolution 13-2019: A resolution approving to renew an Independent Contractor Agreement between the County of Blair and John A. Rita, AIC, for professional historic preservation consultant services, in a maximum amount of \$6,000.00 to be paid at a rate of \$500.00/month, for the period of 01/01/19 through 12/31/19.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti, opposed by Commissioner Beam.

Commissioner Tomassetti noted his abstention due to a conflict of interest as serving as legal counsel for Mr. Rita.

Commissioner Tomassetti stated his vote in favor of accepting Mr. Rita's proposal.

Commissioner Erb - Aye, Commissioner Tomassetti - Aye, Commissioner Beam – Nay. Motion carried.

Courtroom 2 Finish Restoration – Phase 1:

County Administrator Schmitt requested approval of Change Order: Co-AMC1 received from Albert Michaels Conservation, Inc., changing the Substantial Completion Date for Courtroom 2 Finish Restoration – Phase 1, from November 2, 2018 to December 28, 2018.

Mrs. Schmitt stated that the change order is changing the substantial completion date only and there is no cost associated with the change order.

Discussion followed.

Resolution 14-2019: A resolution approving Change Order No: Co-AMC1 received from Albert Michaels Conservation, Inc., changing the Substantial Completion Date for Courtroom 2 Finish Restoration – Phase 1, from November 2, 2018 to December 28, 2018.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 14-2019.

OLD BUSINESS:

1875 Courtroom and Lawyer's Lobby Furnishings:

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

No discussion followed.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt, County Administrator