

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, SEPTEMBER 3, 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 – TUESDAY, AUGUST 27, 2019**
5. **EXECUTIVE SESSION** – The Commissioners, Assistant County Administrator, HR Manager and Labor Counsel met in Executive Session this morning beginning at 9 am.
6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **ANNOUNCEMENT** – New Election Equipment Demonstrations
9. **PROCLAMATION** – Proclaiming September 2019 as Recovery Month
10. **CONSENT AGENDA**  
**Resolution 362-2019:**
  - a. Payment of three (3) Warrant Lists dated 08/30/19, in the amounts of \$25,935.35 #190910CO; \$174,972.96 #190903TL; and \$32,401.22 #190903SS , which include payment of the following invoices to:
    - McCartney’s, in the total amount of \$13.27.
    - **2017 Project Fund/Bond/Parking Garage Stair Towers Repair**  
**Project:** Borough of Hollidaysburg, in the amount of \$3,994.50 for building permit.
    - **2017 Project Fund/Bond/HVAC Improvement & Interior Alterations**  
**Project:** Petersen Furniture, Inc., 50% deposit towards total balance due in the amount of \$5,226.50.
  - b. Ratification of three (3) Warrant Lists dated 08/27/19 #190828TL, in the amount of \$7,772.35; 08/28/19 #190829TL, in the amount of \$44.50 and 08/28/19 #190827FS, in the amount of \$2, 090.63.
  - c. Ratification of Total Payroll for the Check Date August 29, 2019, in the total amount of \$807,108.94.
  - d. **Fort Roberdeau Association:** Requesting approval of the resignation of Jared Frederick from the Association effective August 28, 2019. Unexpired term to expire December 31, 2021.
  - e. **Claysburg Kimmel Alumni Association:** Requesting approval to close part of County Road 101 (Bedford Street) in Claysburg from 2-4 p.m. on Saturday, September 28, 2019 to conduct the annual Claysburg Kimmel Alumni Association Homecoming Parade. Parade security to be handled by the Claysburg Volunteer Fire Company.
  - f. **Claysburg Volunteer Fire Company:** Requesting approval to close County Road 101, Bedford Street, Claysburg from the Claysburg Kimmel High School to Church Street, from 1 pm to 3 pm on Saturday, October 19, 2019 to conduct the annual Halloween Parade. Traffic control will be handled by the Claysburg Fire Company and Fire Police.
  - g. **Employment:** Elizabeth L. Matthews, PT, Archivist, Records Management, \$10.00/hr., effective 09/03/19.
  - h. **Resignations:** Rebecca L. Claar, FT, Caseworker II, CYF, \$33,654.40/yr., effective 08/30/19; John D. Platt, FT, Public Safety IT Administrator, 911 Center, \$61,800.18/yr., effective 08/30/19, and Kelsey L. Bruich, Temporary, Department Assistant, Treasurers Office, \$10.00/hr., effective 08/07/19.
  - i. **Retirements:** Elizabeth A. Thomas, FT, Juvenile Probation Officer, JPO, \$36,479.82/yr., effective 08/30/19.
11. **OLD BUSINESS**  
None

12. **UNFINISHED BUSINESS**

**Adoption of Resolutions:**

**Resolution 306-2019:** A resolution approving a FY 18/19 Purchase of Service Agreement (renewal) between the County of Blair, Blair County Children, Youth and Families and Family Services, Inc., at the rate of \$120.00 per day per child for the services provided below:

|   |
|---|
| Free Shelter Services for males & females ages 12-17 for up to 21 days.   |
| Drop-in nonresidential services   |
| Daily group counseling 6-7 p.m. topics include:<br>Healthy relationships, drug & alcohol issues, communicating with parents,<br>Anger management and individual counseling. |
| Individual counseling   |
| Family counseling   |
| Life skills training  |
| Recreational Activities: Arts & crafts, videos, board games, computer, video games.   |
| Service learning project  |
| Community referrals working closely with domestic abuse program and crime victims' services.  |
| After care planning ongoing counseling available through family services counseling program.  |
| After care home visits  |
| Runaway prevention counseling   |

13. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Salvation Army/State Food Purchase Program (SFPP):**

Requesting approval of the submission of the County of Blair State Food Purchase Program (SFPP) Expense and Data Report for FY 2018/2019 to the Pennsylvania Department of Agriculture.

B. **Blair County Emergency Management Agency:**

Requesting approval of a contract between the County of Blair, Blair County Department of Emergency Services and Rave Mobility Safety, for integration of the Integrated Public Alert and Warning System (IPAWS) into the current Reverse 911 Services, in the amount of a one-time setup fee not to exceed \$1,500.00, for integration and support. One-time setup fee will be paid for 100% by grant and Act 165 monies.

C. **Blair County Human Resources:**

- i. Requesting approval of an agreement between the County of Blair and Rite Aid Headquarters Corporation, and authorization for Karin Bruich to sign the agreement on behalf of the County of Blair, for influenza, tetanus and pneumonia vaccine immunizations to Blair County Employees, with expense being billed directly to Cigna for eligible employees covered by the county's healthcare insurance or directly to the employees if not covered by the county's healthcare insurance.
- ii. Requesting approval of a Vaccine Administration Program Agreement between the County of Blair and Empower3 Center for Health, LLC for providing immunizations as part of the Direct Pay Program Blair County is enrolled with as flu shots/immunizations are included in this program at no charge for eligible members.

D. **Blair County Prison:**

Requesting approval of an agreement between the County of Blair, Blair County Prison and the Logan Township Police Department for use of the Township's K-9 Unit to detect the presence of drugs at certain locations upon the terms and conditions set forth in said agreement and at no cost to the county.

E. **Fort Roberdeau:**

Requesting approval of a high-frequency commercial schedule to promote the Fort's October Haunted Tour Event on WALY 103.9 consisting of thirty (30) sixty (60) second commercials and a matching ad campaign schedule on ForeverAltoona.com, in the total amount of \$500.00, to be paid from the Fort's advertising budget.

F. **Public Budget Meetings:**

Requesting approval of the following three (3) items:

- i. A contract between the County of Blair and the Hollidaysburg Area School District for use of the Jr. High Auditorium on October 16, 2019 from 5:30-7:30 p.m. and a possible custodial fee at \$35.00/per hour.

- ii. Use of School Facility and Equipment Application for use of the Tyrone Area High School Auditorium at no cost to the county on October 23, 2019 from 5:30-7:30 p.m.
- iii. Use of School Facility for Community and Private Organization Application for the Spring Cove School District Middle School at no cost to the County on October 24, 2019 from 5:30-7:30 p.m.

G. **Blair County IT Department:**

- i. Requesting approval of a proposal received from Empire Communications for the purchase of an intercom system for the Human Resources Department (HR) to allow for communication with HR Staff before entrance into the office, in the total amount of \$5,151.30 to be paid as follows: \$2,143.99 PCoRP Grant Funds and \$3,007.31 HR Budget.
- ii. Requesting approval of a proposal received from Empire Communications for the purchase of a new courthouse security access control system, in the total amount of \$17,856.01, to be paid with PCoRP Grant Funds.
- iii. Requesting approval of a Web Services Program Service Level Agreement between the County of Blair and the County Commissioners Association of Pennsylvania (CCAP) outlining the county's agreement with CCAP in terms of what is provided with the county website hosted by CCAP.

H. **Blair County Children, Youth and Families:**

- i. Requesting approval of a Rental Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and the Hollidaysburg Masonic Hall Association, for use of facility for the periods of October 29, 2019 through October 31, 2019, and November 12, 2019 through November 14, 2019, in the total amount of \$390.00, to be paid from the CYF budget with 50% reimbursement to the county from the state ACT 148 funds.
- ii. Requesting approval of a correction to the Engagement Contract approved on July 7, 2019, Resolution 280-2019, between the County of Blair, on behalf of Blair County Children, Youth and Families and Talent Network, Inc., correcting the date of event for a 60 to 90 minute speaking engagement by Judi Vitale from Friday, September 27, 2019 to Thursday, September 26, 2019 at Fort Roberdeau, in the total amount of \$1,000.00. (Cost will be paid 100% by Caseworker Visitation Grant Funds)

I. **Blair County Elections:**

Requesting approval for authorization to advertise for printing election ballots.

J. **County Road 105 (Convention Center Blvd.) Drainage Repairs:**

Acceptance of bids received.

K. **The HVAC Improvement and Interior Alterations Project:**

Requesting approval of Change Order No. CO-KBI12 providing all labor and materials to patch in plaster ceiling openings created for the installation of WSHP's 5, 6, & 7; and to install fully removable, latched access panels positioned for filter changing and plenum access, in the increased contract amount of \$12,319.46.

L. **HVAC Improvements and Interior Alterations Project:**

- a. Discussion concerning the need for project time extensions.
  - 1) **General Construction (Kretina Builders)**  
CO-KBI13 8 Week time extension to 10/31/2019 0.00
  - 2) **HVAC Construction (Marc Services)**  
CO-MSI3 Week time extension to 10/31/2019 0.00
  - 3) **Plumbing Construction (K&K)**  
CO-K&K2 8 Week time extension to 10/31/2019 0.00
  - 4) **Electrical Construction (Stelco)**  
CO-SEI7 8 Week time extension to 10/31/2019 0.00
  - 5) **Historic Finishes (Albert Michaels)**  
CO-AMC4 8 Week time extension to 10/31/2019 0.00

**Electrical Construction:**

- b. Discussion concerning pending Stelco Change Orders:
  - 1) CO-SEI8 Chamber Revisions \$2,982.07
  - 2) CO-SEI9 Chamber Revisions – Staff 2 \$9,956.48
  - 3) CO-SEI10 Courtroom 2 Revisions \$2,833.11

14. **ADJOURNMENT:**

**WORK SESSION: TUESDAY, SEPTEMBER 3, 2019, 10:00 A.M.:**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, New Addition.

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

Members Absent: County Administrator Schmitt.

Others Present: Cris Fredrickson and Autumn Hetrick (EMA), Erin Franks (CYF), Phil Ray (Altoona Mirror), Jim Brown (Salvation Army), Laura Burke (Public), Sarah Seymour (Elections), Karin Bruich (HR), Glenn Nelson (Fort Roberdeau), Aleisha Albertson, Adam Etchells, Dana Conzo and Ryan Custead (Drug and Alcohol and Rise for Recovery), Brian Wiser (Keller Engineers), A. C. Stickel (Controller), Rocky Greenland (Public Works), James Pooler (Maintenance), Sarah Chuff and Jenn Sleppy (Finance), Don Weakland (IT), Robert O'Donald (Sheriff Deputy) 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.

**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, AUGUST 27, 2019:**

Assistant County Administrator Hemminger stated that no action would be taken on approval of the minutes of Tuesday, August 27, 2019, due to an oversight on sending the prepared minutes to the Board for review prior to today's meeting. **No action taken.**

**EXECUTIVE SESSION:** Assistant County Administrator Hemminger announced that the Commissioners, HR Manager, Labor Counsel, as well as herself, met in Executive Session this morning beginning at 9:00 a.m. to discuss a personnel matter involving one (1) employee.

**PUBLIC COMMENT:**

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

**COMMISSIONERS COMMENTS:**

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

**ANNOUNCEMENT – New Election Equipment Demonstrations:**

Sarah Seymour encouraged all voters to visit their local library for a hands on demonstration of the new election equipment that will be used in the November 5, 2019 Municipal Election. She stated that demonstrations will be held at each of the county libraries from 6 pm to 7:30 pm on various dates. The schedule of dates are available on the Elections/Voter Registration page on the county's website at [www.blairco.org](http://www.blairco.org).

**PROCLAMATION – Proclaiming September 2019 as Recovery Month:**

Commissioner Erb read the following proclamation and presented it to Aleisha Albertson, Assistant Administrator of Blair Drug & Alcohol Partnerships, Adam Etchells and Dana Conzo, Certified Recovery Specialists and Ryan Custead of Rise for Recovery.

Mr. Etchells and Ms. Conzo both shared their recovery experience and how the Blair County Drug Court strongly assisted them without their recovery process.

**Proclamation to Proclaim September 2019 as Recovery Month**

**WHEREAS**, behavioral health is an essential part of one's personal welfare and overall wellbeing; and

**WHEREAS**, prevention education of substance use disorders work, treatment is effective, and people with these disorders can attain healthy lifestyles and achieve rewarding lives in recovery. By seeking help those seeking recovery can embark on a new journey toward enhanced health and overall wellness; and

**WHEREAS**, encouraging relatives and friends of individuals with substance use disorders to implement preventative measures, recognize signs of the problem, and guide those in need to the appropriate treatment and recovery support services; and

**WHEREAS**, according to the Drug Enforcement Administration in 2018 of the persons with an active substance use disorder there were 4492 Pennsylvanians, and specifically 25 Blair County Residents that resulted in overdose deaths. On average, 12 Pennsylvanians a day succumb to this disease. These individuals are relatives and friends within our community. We must continue to reach out to the communities and encourage those untreated to seek help; **YOU ARE NOT ALONE** and

**WHEREAS**, in helping more people achieve and sustain long-term recovery, the County of Blair, Blair Drug and Alcohol Partnerships, and Rise for Recovery Blair County, invite all residents of Blair County to participate in **NATIONAL RECOVERY MONTH** and

**NOW, THEREFORE**, the Board of Blair County Commissioners, do hereby proclaim the month of September 2019 as **NATIONAL RECOVERY MONTH, Join the Voices for Recovery: Together We are Stronger.**

We encourage the citizens of Blair County to observe this month with appropriate programs, activities, and ceremonies in support of this year's **Recovery Month**.

**BLAIR COUNTY  
BOARD OF COMMISSIONERS:**

\_\_\_\_\_  
Bruce Erb, Chairman

\_\_\_\_\_  
Terry Tomassetti, Vice-Chairman

\_\_\_\_\_  
Ted Beam, Secretary

**ATTEST:**

\_\_\_\_\_  
Helen P. Schmitt, County Administrator  
September 3, 2019

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

**CONSENT AGENDA:**

**Resolution 362-2019:**

- a. Payment of three (3) Warrant Lists dated 08/30/19, in the amounts of \$25,935.35 #190910CO; \$174,972.96 #190903TL; and \$32,401.22 #190903SS , which include payment of the following invoices to:
  - McCartney's, in the total amount of \$13.27.
  - **2017 Project Fund/Bond/Parking Garage Stair Towers Repair Project:** Borough of Hollidaysburg, in the amount of \$3,994.50 for building permit.
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- c. Ratification of Total Payroll for the Check Date August 29, 2019, in the total amount of \$807,108.94.
- d. **Fort Roberdeau Association:** Requesting approval of the resignation of Jared Frederick from the Association effective August 28, 2019. Unexpired term to expire December 31, 2021.
- e. **Claysburg Kimmel Alumni Association:** Requesting approval to close part of County Road 101 (Bedford Street) in Claysburg from 2-4 p.m. on Saturday, September 28, 2019 to conduct the annual Claysburg Kimmel Alumni Association Homecoming Parade. Parade security to be handled by the Claysburg Volunteer Fire Company.
- f. **Claysburg Volunteer Fire Company:** Requesting approval to close County Road 101, Bedford Street, Claysburg from the Claysburg Kimmel High School to Church Street, from 1 pm to 3 pm on Saturday, October 19, 2019 to conduct the annual Halloween Parade. Traffic control will be handled by the Claysburg Fire Company and Fire Police.
- g. **Employment:** Elizabeth L. Matthews, PT, Archivist, Records Management, \$10.00/hr., effective 09/03/19.
- h. **Resignations:** Rebecca L. Claar, FT, Caseworker II, CYF, \$33,654.40/yr., effective 08/30/19; John D. Platt, FT, Public Safety IT Administrator, 911 Center, \$61,800.18/yr., effective 08/30/19, and Kelsey L. Bruich, Temporary, Department Assistant, Treasurers Office, \$10.00/hr., effective 08/07/19.
- i. **Retirements:** Elizabeth A. Thomas, FT, Juvenile Probation Officer, JPO, \$36,479.82/yr., effective 08/30/19.

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of an invoice to McCartney's.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 362-2019 with abstention as noted.

**OLD BUSINESS:**

None

**UNFINISHED BUSINESS:**

**Adoption of Resolutions:**

**Resolution 306-2019:** A resolution approving a FY 18/19 Purchase of Service Agreement (renewal) between the County of Blair, Blair County Children, Youth and Families and Family Services, Inc., at the rate of \$120.00 per day per child for the services provided below:

|   |
|---|
| Free Shelter Services for males & females ages 12-17 for up to 21 days.   |
| Drop-in nonresidential services   |
| Daily group counseling 6-7 p.m. topics include:<br>Healthy relationships, drug & alcohol issues, communicating with parents,<br>Anger management and individual counseling. |
| Individual counseling   |
| Family counseling   |
| Life skills training  |
| Recreational Activities: Arts & crafts, videos, board games, computer, video games.   |
| Service learning project  |
| Community referrals working closely with domestic abuse program and crime victims' services.  |
| After care planning ongoing counseling available through family services counseling program.  |
| After care home visits  |
| Runaway prevention counseling   |

Commissioner Erb stated that this item will remain as unfinished business.

**STAFF REPORTS & SPECIAL BUSINESS:**

**Salvation Army/State Food Purchase Program (SFPP):**

Jim Brown requested approval of the submission of the County of Blair State Food Purchase Program (SFPP) Expense and Data Report for FY 2018/2019 to the Pennsylvania Department of Agriculture.

Mr. Brown stated that this is a required submission to the Pennsylvania Department of Agriculture. He stated that for FY 2018-2019 the total dollar amount of commodities was \$178,066.57 for 217,498.7 pounds at an average price of \$0.82 per pound.

Discussion followed.

**Resolution 363-2019:** A resolution approving the submission of the County of Blair State Food Purchase Program (SFPP) Expense and Data Report for FY 2018/2019 to the Pennsylvania Department of Agriculture.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 363-2019.

**Blair County Emergency Management Agency:**

Cris Fredrickson requested approval of a contract between the County of Blair, Blair County Department of Emergency Services and Rave Mobility Safety, for integration of the Integrated Public Alert and Warning System (IPAWS) into the current Reverse 911 Services, for a one-time setup fee not to exceed \$1,500.00, for integration and support. One-time setup fee will be paid for 100% by grant and Act 165 monies.

Mrs. Fredrickson stated that integration of the Integrated Public Alert and Warning System (IPAWS) into the current Reverse 911 Services system will allow for important emergency alerts to be sent by the Federal Emergency Management Agency (FEMA) regardless of whether or not and individual has registered their phone number for such alerts.

Discussion followed.

**Resolution 364-2019:** A resolution approving a contract between the County of Blair, Blair County Department of Emergency Services and Rave Mobility Safety, for integration of the Integrated Public Alert and Warning System (IPAWS) into the current Reverse 911 Services, in the amount of a one-time setup fee not to exceed \$1,500.00, for integration and support. One-time setup fee will be paid for 100% by grant and Act 165 monies.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 364-2019.

**Blair County Human Resources:**

- i. Karin Bruich requested approval of an agreement between the County of Blair and Rite Aid Headquarters Corporation, and authorization for Karin Bruich to sign the agreement on behalf of the County of Blair, for influenza, tetanus and pneumonia vaccine immunizations to Blair County Employees, with expense being billed directly to Cigna for eligible employees covered by the county's healthcare insurance or directly to the employees if not covered by the county's healthcare insurance.

- ii. Karin Bruich requested approval of a Vaccine Administration Program Agreement between the County of Blair and Empower3 Center for Health, LLC for providing immunizations as part of the Direct Pay Program Blair County is enrolled with as flu shots/immunizations are included in this program at no charge for eligible members.

Ms. Bruich stated that Rite Aid Corporation will administer influenza, tetanus and pneumonia immunizations to county employees and their dependents covered under the Cigna healthcare. Rite Aid will bill Cigna directly for the immunizations administered.

Ms. Bruich stated that Empower3 will administer the influenza, tetanus and pneumonia immunizations to county employees and their dependents that are covered by Empower3 Center for Health, LLC as part of the Direct Pay Program.

Ms. Bruich stated that immunizations will be given at the courthouse on an upcoming date to be announced. She stated that if you are unable to attend the upcoming session those enrolled in Empower3 can have the immunizations given at an Empower3 office location and those enrolled in Cigna, can go to any Rite-Aid location or see their primary care physician to receive the immunizations at no cost.

Ms. Bruich stated that both agreements have been reviewed by the county solicitor.

Discussion followed.

**Resolution 365A-2019:** A resolution approving an agreement between the County of Blair and Rite Aid Headquarters Corporation, and authorization for Karin Bruich to sign the agreement on behalf of the County of Blair, for influenza, tetanus and pneumonia vaccine immunizations to Blair County Employees, with expense being billed directly to Cigna for eligible employees covered by the county's healthcare insurance or directly to the employees if not covered by the county's healthcare insurance.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 365A-2019.

**Resolution 365B-2019:** A resolution approving a Vaccine Administration Program Agreement between the County of Blair and Empower3 Center for Health, LLC for providing immunizations as part of the Direct Pay Program Blair County is enrolled with as flu shots/immunizations are included in this program at no charge for eligible members.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 365B-2019.

#### **Blair County Prison:**

Abbie Tate requested approval of an agreement between the County of Blair, Blair County Prison and the Logan Township Police Department for use of the Township's K-9 Unit to detect the presence of drugs at certain locations upon the terms and conditions set forth in said agreement and at no cost to the county.

Warden Tate stated that the agreement has been reviewed by Solicitor Karn and has been approved by the Prison Board. She stated that there is no cost to the county associated with this agreement.

Discussion followed.

**Resolution 366-2019:** A resolution approving an agreement between the County of Blair, Blair County Prison and the Logan Township Police Department for use of the Township's K-9 Unit to detect the presence of drugs at certain locations upon the terms and conditions set forth in said agreement and at no cost to the county.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 366-2019.

#### **Fort Roberdeau:**

Glenn Nelson requested approval of a high-frequency commercial schedule to promote the Fort's October Haunted Tour Event on WALY 103.9 consisting of thirty (30) sixty (60) second commercials and a matching ad campaign schedule on ForeverAltoona.com, in the total amount of \$500.00, to be paid from the Fort's advertising budget.

Mr. Nelson stated that this is an annual advertising request promoting the Fort's Haunted Halloween Event. He stated that the documents have been reviewed by Solicitor Karn and that the cost associated with the commercials will be paid from the Fort's advertising budget.

Discussion followed.

**Resolution 367-2019:** A resolution approving a high-frequency commercial schedule to promote the Fort's October Haunted Tour Event on WALY 103.9 consisting of thirty (30) sixty (60) second commercials and a matching ad campaign schedule on ForeverAltoona.com, in the total amount of \$500.00, to be paid from the Fort's advertising budget.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 367-2019.

**Public Budget Meetings:**

Requesting approval of the following three (3) items:

- i. A contract between the County of Blair and the Hollidaysburg Area School District for use of the Jr. High Auditorium on October 16, 2019 from 5:30-7:30 p.m. and a possible custodial fee at \$35.00/per hour.
- ii. Use of School Facility and Equipment Application for use of the Tyrone Area High School Auditorium at no cost to the county on October 23, 2019 from 5:30-7:30 p.m.
- iii. Use of School Facility for Community and Private Organization Application for the Spring Cove School District Middle School at no cost to the County on October 24, 2019 from 5:30-7:30 p.m.

Assistant County Administrator Hemminger stated that no action will be taken at this time on the three (3) items listed on the agenda. She stated that she is still waiting on final clarification of meeting dates and revisions to some of the documents.

Discussion followed.

**Blair County IT Department:**

- i. Don Weakland requested approval of a proposal received from Empire Communications for the purchase of an intercom system for the Human Resources Department (HR) to allow for communication with HR Staff before entrance into the office, in the total amount of \$5,151.30 to be paid as follows: \$2,143.99 PCoRP Grant Funds and \$3,007.31 HR Budget.

Mr. Weakland stated that the intercom system will allow the HR staff to communicate with visitors before they are allowed entrance into the suite. He stated that the need for the intercom system is a recommendation of the security committee.

Mr. Weakland stated that Empire Communications is a PA CoStars vendor. The expense will be partially paid with funds from the PCoRP grant and the remaining balance will be paid from the HR Budget.

Discussion followed.

**Resolution 368-2019:** A resolution approving a proposal received from Empire Communications for the purchase of an intercom system for the Human Resources Department (HR) to allow for communication with HR Staff before entrance into the office, in the total amount of \$5,151.30 to be paid as follows: \$2,143.99 PCoRP Grant Funds and \$3,007.31 HR Budget.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 368-2019.

- ii. Mr. Weakland requested approval of a proposal received from Empire Communications for the purchase of a new courthouse security access control system, in the total amount of \$17,856.01, to be paid with PCoRP Grant Funds.

Mr. Weakland stated that the new door access control system will be for swipe card access to selected facility doors. He stated that this security measure was evaluated by the county's security team and is recommended by the team to improve door security and to plan for future growth and goals.

Mr. Weakland stated that the cost associated with this proposal will be paid for with PCoRP grant funds and that Empire Communications is a PA CoStars vendor.

Discussion followed.

**Resolution 369-2019:** A resolution approving a proposal received from Empire Communications for the purchase of a new courthouse security access control system, in the total amount of \$17,856.01, to be paid with PCoRP Grant Funds.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 369-2019.

- iii. Don Weakland requested approval of a Web Services Program Service Level Agreement between the County of Blair and the County Commissioners Association of Pennsylvania (CCAP) outlining the county's agreement with CCAP in terms of what is provided with the county website hosted by CCAP.

Mr. Weakland stated that the agreement merely outlines the county's agreement with CCAP in terms of what is provided with the county website hosted by CCAP. He stated that there is no fee associated with the approval of this agreement.

Discussion followed.

**Resolution 370-2019:** A resolution approving a Web Services Program Service Level Agreement between the County of Blair and the County Commissioners Association of Pennsylvania (CCAP) outlining the county's agreement with CCAP in terms of what is provided with the county website hosted by CCAP.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 370-2019.

**Blair County Children, Youth and Families:**

- i. Erin Frank requested approval of a Rental Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and the Hollidaysburg Masonic Hall Association, for use of facility for the periods of October 29, 2019 through October 31, 2019, and November 12, 2019 through November 14, 2019, in the total amount of \$390.00, to be paid from the CYF budget with 50% reimbursement to the county from the state ACT 148 funds.

Ms. Frank stated that CYF will be using the Masonic Hall to conduct Quality Services Review. She stated that the Rental Agreement has been reviewed by Solicitor Karn. The associated Key Holder Agreement will be signed by Ashley Snyder who will be the key holder during the facility use dates.

Ms. Frank stated that the amount associated with the Rental Agreement will be 50% reimbursed to the county from state ACT 148 funds.

Discussion followed.

**Resolution 371-2019:** A resolution approving a Rental Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and the Hollidaysburg Masonic Hall Association, for use of facility for the periods of October 29, 2019 through October 31, 2019, and November 12, 2019 through November 14, 2019, in the total amount of \$390.00, to be paid from the CYF budget with 50% reimbursement to the county from the state ACT 148 funds.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 371-2019.

- ii. Erin Franks requested approval of a correction to the Engagement Contract approved on July 9, 2019, Resolution 280-2019, between the County of Blair, on behalf of Blair County Children, Youth and Families and Talent Network, Inc., correcting the date of event for a 60 to 90 minute speaking engagement by Judi Vitale from Friday, September 27, 2019 to Thursday, September 26, 2019 at Fort Roberdeau, in the total amount of \$1,000.00. (Cost will be paid 100% by Caseworker Visitation Grant Funds)

Assistant County Administrator Hemminger stated that instead of approving a correction to the Engagement Contract approved on July 9, 2019, Resolution 280-2019, CYF will be requesting approval to rescind the Engagement Contract approved on July 9, 2019 and request approval to enter into a new Engagement Contract.

Ms. Franks stated that the only change to the contract is a date change from Friday, September 27, 2019 to Thursday, September 26, 2019. The new contract does mention the paid deposit has been received. She stated that all other terms and conditions, etc., remain the same.

Discussion followed.

**Resolution 372-2019:** A resolution approving the rescinding of the Engagement Contract dated July 9, 2019, Resolution 280-2019, and approving an Engagement Contract between the County of Blair, on behalf of Blair County Children, Youth and Families and Talent Network, Inc., correcting the date of event for a 60 to 90 minute speaking engagement by Judi Vitale from Friday, September 27, 2019 to Thursday, September 26, 2019 at Fort Roberdeau, in the total amount of \$1,000.00, to be paid 100% by Caseworker Visitation Grant Funds.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 372-2019.

**Blair County Elections:**

Sarah Seymour requested approval for authorization to advertise for printing election ballots.

Mrs. Seymour stated that Solicitor Karn has prepared the bid specifications and bidding documents for the printing of ballots for elections. She requested approval to advertise for sealed bids for the printing of ballots with ads to run on September 4 and September 9, 2019.

Discussion followed.

**Resolution 373-2019:** A resolution approving authorization to advertise for printing election ballots.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 373-2019.

**County Road 105 (Convention Center Blvd.) Drainage Repairs:**

Brian Wisner requested acceptance of bids received.

Mr. Wisner stated that bids were solicited for the County Road 105 (Convention Center Boulevard) Drainage Repairs Project. He stated that the following five (5) bids were received and opened at 10:00 a.m. on Friday, August 30, 2019:

| <b>Contractor</b>  | <b>Bid Bond Y/N</b> | <b>Bid Amount</b> |
|--|---------------------|-------------------|
| Cottles Asphalt Maintenance Inc.<br>13136 Lincoln Highway<br>Everett, PA 15537 | Yes                 | \$205,279.27      |
| Clearwater Construction<br>1040 Perry Highway<br>Mercer, PA 16137              | Yes                 | \$219,422.00      |
| CHD Enterprises<br>100 Brady Place<br>New Stanton, PA 15672                    | Yes                 | \$180,576.25      |
| Excavating Associates<br>373 Hyndman Road<br>Ellerslie, MD 21529               | Yes                 | \$167,121.00      |
| Grannas Brothers<br>157 Grannas Road<br>Hollidaysburg, PA 16648                | Yes                 | \$292,292.50      |

Mr. Wisner requested that the board consider accepting the bids received for review, award or rejection within thirty (30) days of the bid opening date.

Discussion followed.

**Resolution 374-2019:** A resolution approving the acceptance of the bids received for award or rejection within thirty (30) days of the bid opening date for the Blair County Road 105 (Convention Center Boulevard) Drainage Repairs Project.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 374-2019.

**Meeting Recessed At 11:00 a.m. to Reconvene Today at 11:45 a.m.:**

**RECONVENED MEETING: Tuesday, September 3, 2019, 11:45 a.m.**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, New Addition.

Members Present: Commissioner Erb, Commissioner Tomassetti, Commissioner Beam, Assistant County Administrator Hemminger.

Members Absent: Solicitor Karn and County Administrator Schmitt.

Others Present:

Jenn Sleppy (Finance), Rocky Greenland (Public Works),  
Robert O'Donald (Sheriff's Deputy), Dave Albright  
(Architect) and Melissa Harpster (Commissioners Office)

**CALL TO ORDER:**

Commissioner Erb called the reconvened meeting to order.

**The HVAC Improvement and Interior Alterations Project:**

Dave Albright requested approval of Change Order No. CO-KBI12 providing all labor and materials to patch in plaster ceiling openings created for the installation of WSHP's 5, 6, & 7; and to install fully removable, latched access panels positioned for filter changing and plenum access, in the increased contract amount of \$12,319.46.

Discussion followed:

**Resolution 375-2019:** A resolution approving Change Order No. CO-KBI12 providing all labor and materials to patch in plaster ceiling openings created for the installation of WSHP's 5, 6, & 7; and to install fully removable, latched access panels positioned for filter changing and plenum access, in the increased contract amount of \$12,319.46.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 375-2019.

**HVAC Improvements and Interior Alterations Project:**

Dave Albright presented discussion concerning the need for project time extensions.

- 1) **General Construction (Kretina Builders)**  
CO-KBI13 8 Week time extension to 10/31/2019 \$0.00
- 2) **HVAC Construction (Marc Services)**  
CO-MSI3 Week time extension to 10/31/2019 \$0.00
- 3) **Plumbing Construction (K&K)**  
CO-K&K2 8 Week time extension to 10/31/2019 \$0.00
- 4) **Electrical Construction (Stelco)**  
CO-SEI7 8 Week time extension to 10/31/2019 \$0.00
- 5) **Historic Finishes (Albert Michaels)**  
CO-AMC4 8 Week time extension to 10/31/2019 \$0.00

Mr. Albright stated that he has presented Change Orders for each of the prime contracts under the project to extend the contract duration and to set a new completion date at no cost to the County. Mr. Albright stated that he is recommending an eight (8) week extension with a completion date of October 31, 2019. He stated that the extension proposed date was discussed and agreed to by all parties at the job conference held this past Wednesday based on the following target dates for completion of each specific task:

|                      |  |
|----------------------|--|
| August 30, 2019      | Stelco completion of courtroom 2 return air chase for Kretina wallboard                        |
| September 6, 2019    | Stelco completion of courtroom 2 conduit and boxes for Kretina platform and underlayment work. |
| September 3, 2019    | Albert Michaels start of courtroom 2 floor stripping.  |
| September 9-13, 2019 | Albert Michaels courtroom 2 floor varnish.   |
| September 27, 2019   | Courtroom 2 floor ready for carpet, benches, etc.  |

Mr. Albright stated that the following critical work needs to be completed as soon as possible but this work has no committed completion dates:

|   |
|---|
| 1. Stelco work in chambers for Kretina finishes to advance.   |
| 2. Repair of Marc Service glycol leak in chambers for Kretina finish work to advance.                     |
| 3. Stelco Change Order Proposal for Staff 2 work.   |
| 4. Kretina framing and finishes in 3 <sup>rd</sup> floor toilet rooms for finish floor tile +/- 10/14/19. |

Discussion followed.

**Resolution 376-2019:** A resolution approving the following project time extensions associated with the HVAC Improvement and Interior Alterations Project:

- 1) **General Construction (Kretina Builders)**  
CO-KBI13 8 Week time extension to 10/31/2019 \$0.00
- 2) **HVAC Construction (Marc Services)**  
CO-MSI3 Week time extension to 10/31/2019 \$0.00
- 3) **Plumbing Construction (K&K)**  
CO-K&K2 8 Week time extension to 10/31/2019 \$0.00
- 4) **Electrical Construction (Stelco)**  
CO-SEI7 8 Week time extension to 10/31/2019 \$0.00
- 5) **Historic Finishes (Albert Michaels)**  
CO-AMC4 8 Week time extension to 10/31/2019 \$0.00

Motion by Commissioner Tomassetti, seconded by Commissioner Erb and unanimously approved to adopt Resolution 376-2019.

**Electrical Construction:**

Dave Albright presented discussion concerning the following pending Stelco Change Orders:

- |  |            |
|--|------------|
| 1) CO-SEI8 Chamber Revisions           | \$2,982.07 |
| 2) CO-SEI9 Chamber Revisions – Staff 2 | \$9,956.48 |
| 3) CO-SEI10 Courtroom 2 Revisions      | \$2,833.11 |

Mr. Albright stated that Change Order CO-SEI8 is two (2) part. Part one (1) is for the chamber and staff switches to be cut in and chased. Part two (2) is for the judge’s chambers wall rough-in to eliminate wire-mold trench floor to outside wall and patched floor.

Mr. Albright stated Change Order CO-SEI9 is to install 4000 raceway on to the wood base, cutting in switches for power and data and patching plaster where the switches were cut in the staff room for Courtroom 2 (CR-1875).

Mr. Albright stated Change Order CO-SEI10 is to install new wire and receptacles in Courtroom 2 and to add two (2) AV locations, sidewalls, and additional Cat 6 cabeling.

Discussion followed.

**Resolution 377-2019:** A resolution approving the following Change Orders received from Stelco, Inc., for electrical construction associated with the HVAC Improvement and Interior Alterations Project as follows:

- |  |            |
|--|------------|
| 1) CO-SEI8 Chamber Revisions           | \$2,982.07 |
| 2) CO-SEI9 Chamber Revisions – Staff 2 | \$9,956.48 |
| 3) CO-SEI10 Courtroom 2 Revisions      | \$2,833.11 |

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 377-2019.

**ADJOURNMENT:**

Meeting Adjourned,

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Nicole Hemminger, Assistant County Administrator