

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, OCTOBER 15, 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, October 8, 2019**
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
  
7. **PROCLAMATION – Red Ribbon Week (Hollidaysburg Tigers Against Alcohol and other Drugs - Shawna Hoover, Operation Our Town; Sarah Garman, Advisor; Samantha Betar; Darrek Harshberger; Brooke Davenport)**
  
8. **CONSENT AGENDA**  
**Resolution 426-2019:**
  - a. Payment of three (3) Warrant Lists dated October 11, 2019, in the amounts of \$404,016.95 #191015CY; \$144,947.30 #191015SS; and \$111,857.03 #191015TL.
  - b. Ratification of two (2) Warrant Lists dated October 11, 2019, in the amounts of \$2,234.90 #191008FS; and \$31,853.35 #191010SS.
  - c. Ratification of Total Payroll for the Check Date October 10, 2019, in the total amount of \$781,520.27.
  - d. **Employment:** Aaliyah L. Feight, FT, APO Officer, APO, \$24,503.70/yr., effective 10/15/19; Devin M. Bennati, FT, Law Clerk, Judge Milliron, \$33,283.19/yr., effective 10/15/19; April M. Hauck, From, FT, Caseworker II, CYF, \$33,654.40/yr., To, FT, Casework Supervisor, CYF, \$34,664.03/yr., effective 10/14/19; Amber Kidd, From APO Aide I, \$10.00/hr., to APO Aide II, \$10.55/hr., effective 10/14/19; Emily E. Martin-Lattuca, From APO Aide I, \$10.58/hr., To FT, APO Aide III, \$11.68/hr., effective 10/14/19; and Jennifer R. White, From FT, APO Officer Aide I, \$10.58/hr., To FT APO Officer Aide III, \$11.68/hr., effective 10/14/19.
  - e. **Retirement:** Bonnie Schreiber, FT, Office Manager, Sheriff's Office, \$28,906.28/yr., effective 10/15/19.
  - f. **Terminations:** Dean M. Willey, FT, Corrections Officer, Prison, \$19.54/hr., effective 10/07/19.
  
9. **SPECIAL PRESENTATION: 2019 PRELIMINARY BUDGET OVERVIEW**
  
10. **STAFF REPORTS & SPECIAL BUSINESS**
  - A. **Blair County Planning Commission:**  
Discussion concerning the 2018 Annual Report and update on projects mentioned in the report.
  
  - B. **Blair County Road 101 Paving Project, Corridor Enhancement Project, and Blair County Bridges #66, #87, #88, #89 and #91 Updates:**
    - Requesting approval of a Proposal of Service Contract received from Keller Engineers, Inc., for the County Road 101 Rehabilitation Project, located in Greenfield Township, in the total lump sum amount, plus estimated expenses of \$65,400.00.
  
    - Requesting approval of a Proposal of a Service Contract received from Keller Engineers, Inc., for a grant application for Multi-Modal Transportation Funding for a County Road 101 Corridor Enhancement Project for design and construction of paving, draining, curbs and sidewalks on a section of County Road 101 in Greenfield Township, in the total lump sum amount plus estimated reimbursable of \$3,230.00.
  
    - Bridge #66 Superstructure Replacement Project Update, including Ribbon Cutting Ceremony.
  
    - Blair County Road Map Project – Box Culvert Group – Bridges #87, #88, #89 and #91 Update and announcement of Public Outreach Meeting.
  
  - C. **Blair County Elections:**  
Requesting approval of a County Application and Agreement for Help America Vote Act (HAVA) Grant Funds between the County of Blair and the Commonwealth of Pennsylvania, Department of State, in the amount of \$126,035.69 for voting equipment replacement and upgrades.

D. **Domestic Relations:**

Requesting approval of a proposal received from Doing Better Business for the purchase of a Ricoh MP 4055 Copier, in the amount of \$4,431.00, to be paid with State Incentive Funds, and an annual maintenance contract in the amount of \$.06 per page for an estimated 84,000 copies or \$504.00 annually with said maintenance contract renegotiated annually.

E. **Human Resources:**

Requesting approval of a Memorandum of Understanding (MOU) between the County of Blair and United Mine Workers of America (UMWA) (Residual Unit) for a) removal of former Payroll and Retirement Disbursement Administrator position from the Union b) Union agreement to cooperate with the county in filing any Unit Clarification Petition the county may file with the Pennsylvania Labor Relations Board (PLRB), and c) county and union agreement in exchange for Letter A for increases in wages for the lowest-paid employees holding administrative and clerical positions within UMWA, who have been with the county as of September 24, 2019, by 1.25%.

F. **Department of Social Services:**

- a. Requesting approval of a County of Blair Program Income Reutilization Plan for the Community Development Block Grant (CDBG) Program setting forth the terms and conditions regarding the reuse of any apparent program income, non-program income, earned interest and revolving funds that may be generated from the use of CDBG funds in compliance with the Department of Community and Economic Development's CDBG Policy Directive CM-01-2017.
- b. Requesting approval for submission of a FY 2015 (Contract #C000064337) Community Development Block Grant (CDBG) Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:
  - Reduce existing activity for Street Improvements (Newry Borough) from \$120,626.00 to \$93,006.99 (including delivery costs) for a total deduction of \$27,619.01.
  - Increase existing activity for Housing Rehabilitation (non-entitlements) from \$23,000.00 to \$50,619.01 (including delivery costs) for a total increase of \$27,619.01.
- c. Requesting approval to enter into Community Development Block Grant (CDBG) Sub-Recipient Agreements for FY 2018 between the County of Blair and:
  - The County of Blair Redevelopment and Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of the 16 non-entitlements in the amount of \$54,599.00.
  - The Township of Juniata to complete removal of architectural barriers at the Juniata Township Municipal Building under Blair County's non-entitlement in the amount of \$70,000.00.
  - The Township of Woodbury to complete water lateral installations under Blair County's non-entitlement in the amount of \$75,000.00.
- d. Requesting approval to enter into Community Development Block Grant (CDBG) Sub-Recipient Agreements for FY 2018 between the County of Blair and:
  - The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Blair Township in the amount of \$76,448.00.
  - The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Greenfield Township in the amount of \$27,000.00.
  - The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Hollidaysburg Borough in the amount of \$86,679.00.
  - The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Tyrone Borough in the amount of \$84,201.00.

G. **Southern Alleghenies Service Management Group:**

Requesting approval of a second FY 2018-2019 contract extension between the County of Blair and Susan McKeon for Early Intervention Services for the period of August 29, 2019 through October 11, 2019.

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

- a. Requesting approval of an FY 2019-2020 agreement between the County of Blair, Blair County Children, Youth, and Families, and PeerStar LLC for reciprocal sharing of information for community behavioral healthcare services at no cost to the county.
- b. Requesting approval of three (3) FY 2018-2019 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:
  - Christian Children’s Home of Ohio
  - Kids First
  - Professional Family Care Services, Inc.
- c. Requesting approval of three (3) FY 2019-2010 Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:
  - The Bair Foundation of Pennsylvania
  - Cornell Abraxas Group, Inc.
  - Adelphoi Village

I. **Sheriff’s Office:**

Requesting approval of a quote received from Rapiscan Systems for the purchase of Rapiscan equipment for the employee entrance project, freight charges, installation fee, and a two (2) support/service contract, in the total amount of \$22,450.00.

J. **Blair County Prison:**

Requesting approval of an agreement between the County of Blair, on behalf of the Blair County Prison and TextBehind, Inc., for implementation of the TextBehind Inmate Mail Screening, Processing and Management System at no cost to the county for an initial three (3) year term effective with agreement signing. Agreement shall automatically renew for additional three (3) year terms unless a ninety (90) day notice is provided.

K. **Prothonotary Office:**

Requesting approval of a quote received from InfoCon Corporation for upgrades to the Prothonotary and Orphans’ Court Systems’ Daily Receipt Registers (AS400 System) in the estimated amount of \$1,200.00 (8 hours @ \$150.00 per hour).

L. **Fort Roberdeau:**

- a. Requesting approval of a quote received from Pannier for two (2) Aluminum Low Profile Traditional “T” Exhibit Bases for the Cyrus Simmons Eagle Scout Project, in the total amount of \$1,236.00, to be paid for by the Fort Roberdeau Association.
- b. Requesting approval for acceptance of quotes received for the Fort Roberdeau Corn Crib Restoration Project with award to Lallemand Construction, LLC/dba the PA Wood Butcher, the lowest quote received, in the total amount of \$9,503.90

11. **OLD BUSINESS**

**1875 Courtroom Judges’ Portraits Restoration of Frames:**

Continued discussion concerning a proposal received from Conservator John Rita in the total amount of \$2,100.00, to restore and re-gild, seven (7) portrait frames, including polishing and re-lacquering of the brass nameplates and provision of the proper hanging hardware. Work to be completed within the first half of 2020.

**Courthouse Preservation Oversight:**

Continued discussions concerning the establishment of a Courthouse Preservation Oversight Committee and matters that need addressed by the committee and commissioners.

12. **ADJOURN**

**WORK SESSION: TUESDAY, OCTOBER 15, 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: Glenn Nelson (Fort Roberdeau), Erin Franks (CYF), Meghan Irwin and Keith Calhoun (Domestic Relations), Sarah Chuff and Jenn Sleppy (Finance), Melissa Harpster (Commissioners Office), Marlene Darcy-Murray (AmeriCorps), Sarah Garman (Hollidaysburg Area High School), Shawna Hoover (Operation Our Town), Brian Wiser (Keller Engineers), David McFarland (Planning Commission), Darrek Harshberger, Samantha Betar and Brooke Davenport (Tigers Against Alcohol and other Drugs), Jim Eckard (Prison), Kelly Popich (SASMG), Katherine Swigart (HR), Kay Stephens (Altoona Mirror), A. C. Stickel (Controller), Janice Meadows (Court Administration), James Ott (Sheriff), Trina Illig (Social Services) and Robin Patton (Prothonotary).

**CALL TO ORDER:**

Commissioner Erb called the meeting to order.

**MOMENT OF SILENT REFLECTION:**

Commissioner Erb called for a moment of silent reflection and requested that those in attendance remember the passing of Attorney Stephen Passerello.

**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, October 8, 2019:**

Commissioner Erb called for corrections or changes to the minutes of Tuesday, October 8, 2019. **There were no corrections or changes noted.**

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. **There were no comments noted.**

**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioners comments.

Commissioner Erb – none.

Commissioner Beam – none.

Commissioner Tomassetti expressed his sympathies on the sudden passing of Attorney Steven Passerello.

**PROCLAMATION:**

Proclaiming October 23-31, 2019 as **RED RIBBON WEEK.**

Commissioner Erb introduced the Hollidaysburg Tigers against Alcohol and other Drugs students Samantha Betar, Brooke Davenport, Darrek Harshberger, and Sarah Garman, Advisor, as well as Shawna Hoover, Operation Our Town and read the following Proclamation and presented it to the group:

**PROCLAMATION**

**WHEREAS**, alcohol and drug abuse in this nation have reached epidemic stages; and

**WHEREAS**, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides; and

**WHEREAS**, it is imperative that visible, unified prevention education efforts by community members be launched to eliminate the demand for drugs; and

**WHEREAS**, The National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles (no use of illegal drugs, no illegal use of legal drugs); and

**WHEREAS**, The National Red Ribbon Campaign will be celebrated across America during Red Ribbon Week, October 23-31, 2019; and

**WHEREAS**, business, government, parents, law enforcement, media, medical institutions, religious institutions, schools, senior citizens, service organizations, and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying red ribbons during this week-long campaign; and

**WHEREAS**, the community of Blair County, PA further supports the efforts of the Red Ribbon Campaign; and

**NOW, THEREFORE, BE IT RESOLVED**, the Commissioners of the County of Blair of the Commonwealth of Pennsylvania, do hereby proclaim October 23-31, 2019 as **RED RIBBON WEEK**, and encourage its citizens to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug-free Blair County.

**BLAIR COUNTY  
BOARD OF COMMISSIONERS:**

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

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

**Attest:**

\_\_\_\_\_  
Ted Beam, Jr., Secretary

\_\_\_\_\_  
Helen P. Schmitt, County Administrator  
October 15, 2019

Student Brooke Davenport provided information regarding Red Ribbon Week and the various activities planned to take place during the week throughout the Hollidaysburg Area High School.

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

**CONSENT AGENDA:**

**Resolution 426-2019:**

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- f. **Terminations:** Dean M. Willey, FT, Corrections Officer, Prison, \$19.54/hr., effective 10/07/19.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 426-2019.

**SPECIAL PRESENTATION:**

**2020 Preliminary Budget Overview**

Finance Director, Jennifer Sleppy, presented a PowerPoint presentation outlining the Blair County's 2020 Preliminary Budget.

Mrs. Sleppy began with the 2019 projected financial results as of August 31, 2019. She stated that the overall financial picture is favorable with revenues trending slightly under budget by 4% and expenses trending 8% under-budget. The figures are as follows:

Revenue	\$44,990,362
Expenditures	\$34,779,532
Operating Surplus	\$10,210,829

The 2019 budget has revenues at \$54,669,729, expenditures at \$55,316,863 for an operating shortage of \$647,133. The 2019 projection for revenues is \$51,607,032, expenditures of \$51,116,222 with an operating surplus at the end of 2019 of \$490,809.

Mrs. Sleppy provided the 2019 projected year-end General Fund Balance Estimates as of October 15, 2019 as follows:

<b>Total General Fund Balance (2018 Audit)</b>	<b>\$ 5,830,988</b>
Non-Spendable	\$ 203,588
Restricted	
Committed	\$ 856,682
Assigned	\$ 1,307,954
<b>Unassigned General Fund Balance (2018 Audit)</b>	<b>\$ 3,462,764</b>
Expected Adjustments to Committed & Assigned	\$ ( 904,904)
2019 Revenue Budget	\$54,669,730
2019 Expense Budget	\$55,316,863
2019 Budgeted Results	\$( 647,133)
<b>Budgeted 2019 Year End Unassigned General Fund</b>	<b>\$ 2,815,631</b>
2019 Projected Year End Operating Results	\$ 490,810
<b>Projected 2019 Year End Unassigned General Fund</b>	<b>\$ 4,858,478</b>

Mrs. Sleppy provided the 2020 budget timeline as follows:

Budget Entry	July 29 through August 16, 2019
Finance Review	August 16 through August 30, 2019
Department Head Meetings	September 3 through 23, 2019
Public Budget Meetings	September 30 through October 11, 2019
Preliminary Budget Presentation	October 15, 2019
Public Budget Sessions	October 16 through November 7, 2019
Hollidaysburg Jr. High	October 16, 2019 6:00 p.m.
Tyrone Area High School	October 23, 2019 6:00 p.m.
Spring Cove Middle School	October 24, 2019 6:00 p.m.
Conference Room 4B Courthouse	October 28, 2019 8:30 a.m.
Conference Room 4B Courthouse	November 7, 2019 10:00 a.m.
Budget Introduction	November 12, 2019
Budget Adoption	December 10, 2019

Mrs. Sleppy provided the 2020 General Fund revenue budget projection for the areas reflected as follows:

Taxes	57.2%	\$ 30,744,970
Children, Youth and Families	27.6%	\$ 14,855,201
Judicial	6.3%	\$ 3,412,701
Administrative	4.7%	\$ 2,532,642
Miscellaneous	3.4%	\$ 1,815,812
Prison	0.6%	\$ 320,000
Corrections	0.2%	\$ 83,000

Mrs. Sleppy provided the 2020 General Fund expenditure budget projection for the areas reflected is as follows:

Children, Youth and Families	28.5%	\$16,421,878
Prison	19.1%	\$11,007,817
Judicial	18.6%	\$10,735,874
Administrative	13.3%	\$ 7,658,582
General Operations	11.8%	\$ 6,793,399
Miscellaneous	3.8%	\$ 2,212,190
Corrections (which includes APO/JPO)	4.8%	\$ 2,779,369

Mrs. Sleppy stated that the 2020 Projected Budget already incorporates a 20% cut to Office, Janitorial and General Operating Supply, and select Maintenance line items; 15% cuts to Staff Development Expenses; 50% cuts to select Repair Expense line item budgets; 30% reduction in HRA expense budget; 10% Vacancy Rate inclusion; Increase to Health Care Premiums of 6%; \$4.5 million contribution to Pension; and Contracted Wage increases for union employees.

Mrs. Sleppy provided the following overall 2020 General Fund Projections as of October 15, 2019:

<b>Projected 2019 Year End Unassigned General Fund:</b>	<b>\$ 4,858,578</b>
2020 Revenue Estimates	\$ 53,764,326
2020 Expense Requests	\$ 57,609,108
2020 Estimated Results	\$( 3,844,782)
<b>Projected 2020 Year End Unassigned General Fund:</b>	<b>\$ 1,013,696</b>

Discussion followed.

**STAFF REPORTS & SPECIAL BUSINESS:**

**Blair County Planning Commission:**

David McFarland presented discussion concerning the 2018 Annual Report and updated on projects mentioned in the report.

Mr. McFarland stated that over the past year, the Planning Commission has continued their efforts in five (5) primary areas. He stated that they first adopted the regional comprehensive plan, *Alleghenies Ahead*, and that implementation of the adopted plan is currently underway for each of the five (5) primary areas, which include:

- Agriculture
- Broadband
- Collaboration
- Housing
- Public Health

Mr. McFarland stated that in conjunction with the comprehensive plan a second effort underway is the Blair Resilience Addressing Vulnerability and Exposure hazardous mitigation initiative, known as BRAVE. He stated that the BRAVE plan identifies the hazards facing the county and addresses mitigation measures to improve their effects.

Mr. McFarland stated that the Planning Commissions' three (3) ongoing efforts include public health initiatives, transportation planning and development reviews. He stated that they are continuing to expand WalkWorks throughout the county. In mid-2018 the commission completed the Healthiest County Challenge, saw progress and funding for recreation efforts for Allegheny Township, and assisted in several transportation projects that included the first phase of the Route 22 project located near Canoe Creek which included linkage of the Lower Trail into Canoe Creek.

Mr. McFarland stated that other activities undertaken during 2018 included greater community presence and outreach strategy, rollout of a call-based translation service for those with limited English proficiency to all municipalities, work with the Census Bureau on preparation of the 2020 census and number of smaller planning assistance projects with local municipalities.

**Blair County Road 101 Paving Project, Corridor Enhancement Project, and Blair County Bridges #66, #87, #88, #89 and #92 Updates:**

- a. Brian Wisner requested approval of a Proposal of Service Contract received from Keller Engineers, Inc., for the County Road 101 Rehabilitation Project, located in Greenfield Township, in the total lump sum amount, plus estimated expenses of \$65,400.00.

Mr. Wisner stated that the scope requirements for the rehabilitation of County Road 101 from the intersection with State Route 3013 and eastward for approximately 1,200 feet includes, repaving/reconstructing the road surface, installing subgrade drainage and installing drainage improvements as necessary. This project is expected to be ready for bidding in the 2020 construction season.

Mr. Wisner stated that the proposal of service contract is for design, bidding and construction services in a total lump sum amount, plus estimated expenses of \$65,400.00.

Assistant County Administrator Hemminger stated that the engineering services and construction fees will be paid from Act 89 - \$5.00 vehicle registration fee funds. The fund currently has sufficient reserves for this paving project and the money necessary for the matching funds for the RoadMAP improvement project.

Discussion followed.

**Resolution 427-2019:** A resolution approving a Proposal of Service Contract received from Keller Engineers, Inc., for the County Road 101 Rehabilitation Project, located in Greenfield Township, in the total lump sum amount, plus estimated expenses of \$65,400.00.

Commissioner Tomassetti noted his abstention on voting for the adoption of Resolution 427-2019 due to a conflict of interest.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 427-2019 with abstentions as noted.

- b. Brian Wisner requested approval of a Proposal of a Service Contract received from Keller Engineers, Inc., for a grant application for Pennsylvania Department of Transportation Multimodal Transportation Fund Grant Application for a County Road 101 Corridor Enhancement Project for design and construction of paving, draining, curbs and sidewalks on a section of County Road 101 in Greenfield Township, in the total lump sum amount plus estimated reimbursable of \$3,230.00.

Mr. Wisner stated that the purpose of this proposal is to obtain funding to correct paving and drainage issues and to repair and reconnect sidewalks to improve the corridor for vehicular, bicycle and pedestrian uses.

Discussion followed.

**Resolution 428-2019:** A resolution approving a Proposal of a Service Contract received from Keller Engineers, Inc., for a grant application for Multi-Modal Transportation Funding for a County Road 101 Corridor Enhancement Project for design and construction of paving, draining, curbs and sidewalks on a section of County Road 101 in Greenfield Township, in the total lump sum amount plus estimated reimbursable of \$3,230.00.

Commissioner Tomassetti noted his abstention on voting for the adoption of Resolution 428-2019 due to a conflict of interest.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 428-2019 with abstentions as noted.

- c. Bridge #66 Superstructure Replacement Project Update, including Ribbon Cutting Ceremony.

Discussion followed.

- d. Blair County Road Map Project – Box Culvert Group – Bridges #87, #88, #89 and #92 Update and announcement of Public Outreach Meeting.

Discussion followed.

#### **Blair County Elections:**

Assistant County Administrator Hemminger requested approval of a County Application and Agreement for Help America Vote Act (HAVA) Grant Funds between the County of Blair and the Commonwealth of Pennsylvania, Department of State, in the amount of \$126,035.69 for voting equipment replacement and upgrades.

Mrs. Hemminger stated that the county applied for grant funds under the Help America Vote Act of 2002 and were awarded HAVA funds in the amount of \$126,035.69 to be used for voting equipment replacement and upgrades. She stated that in order to receive the awarded funds the county must approve and return the County Application and Agreement to the Commonwealth of Pennsylvania, Department of State.

Discussion followed.

**Resolution 429-2019:** A resolution approving a County Application and Agreement for Help America Vote Act (HAVA) Grant Funds between the County of Blair and the Commonwealth of Pennsylvania, Department of State, in the amount of \$126,035.69 for voting equipment replacement and upgrades.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 429-2019.

**Domestic Relations:**

Keith Calhoun requested approval of a proposal received from Doing Better Business for the purchase of a Ricoh MP 4055 Copier, in the amount of \$4,431.00, to be paid with State Incentive Funds, and an annual maintenance contract in the amount of \$.06 per page for an estimated 84,000 copies or \$504.00 annually with said maintenance contract renegotiated annually.

Mr. Calhoun stated that their current single function copier is nine (9) years old. In 2018 they incurred maintenance and printing costs of \$1,932.00 for 84,000 copies.

Mr. Calhoun stated that the requested new machine will copy, scan and would serve as a back-up network printer.

Discussion followed.

**Resolution 430-2019:** A resolution approving a proposal received from Doing Better Business for the purchase of a Ricoh MP 4055 Copier, in the amount of \$4,431.00, to be paid with State Incentive Funds, and an annual maintenance contract in the amount of \$.06 per page for an estimated 84,000 copies or \$504.00 annually with said maintenance contract renegotiated annually.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 430-2019.

**Human Resources:**

Katherine Swigart requested approval of a Memorandum of Understanding (MOU) between the County of Blair and United Mine Workers of America (UMWA) (Residual Unit) for **a)** removal of former Payroll and Retirement Disbursement Administrator position from the Union **b)** Union agreement to cooperate with the county in filing any Unit Clarification Petition the county may file with the Pennsylvania Labor Relations Board (PLRB), and **c)** county and union agreement in exchange for Letter A for increases in wages for the lowest-paid employees holding administrative and clerical positions within UMWA, who have been with the county as of September 24, 2019, by 1.25%.

Miss Swigart provided a brief summary outlining the terms of the MOU. She stated that the increases in wages are for the lowest-paid employees holding administrative and clerical positions with UMWA who have been with the county as of September 24, 2019. The agreement would take effect until after both parties have executed the MOU and after the wage increases are approved by the Salary Board at a scheduled meeting following the completed execution of the MOU.

Discussion followed.

**Resolution 431-2019:** A resolution approving a Memorandum of Understanding (MOU) between the County of Blair and United Mine Workers of America (UMWA) (Residual Unit) for **a)** removal of former Payroll and Retirement Disbursement Administrator position from the Union **b)** Union agreement to cooperate with the county in filing any Unit Clarification Petition the county may file with the Pennsylvania Labor Relations Board (PLRB), and **c)** county and union agreement in exchange for Letter A for increases in wages for the lowest-paid employees holding administrative and clerical positions within UMWA, who have been with the county as of September 24, 2019, by 1.25%.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 431-2019.

**Department of Social Services:**

- a. Trina Illig requested approval of a County of Blair Program Income Reutilization Plan for the Community Development Block Grant (CDBG) Program setting forth the terms and conditions regarding the reuse of any apparent program income, non-program income, earned interest and revolving funds that may be generated from the use of CDBG funds in compliance with the Department of Community and Economic Development's CDBG Policy Directive CM-01-2017.

Mrs. Illig stated that the reutilization plan satisfies the requirements specified in federal statute and regulation of the Housing and Community Development Act. She stated that the statutory and regulatory sections permit a unit of local government to retain program income for Community Development Block Grant (CDBG) eligible community development activities.

Mrs. Illig stated that under the CDBG program, program income is defined as any gross income received by a grantee or its sub-recipient(s), directly generated by the use of CDBG funds.

Mrs. Illig stated that the County of Blair and the County of Blair on behalf of Antis Township, Blair Township, Frankstown Township, Greenfield Township, Hollidaysburg Borough and Tyrone Borough is an entitlement recipient under Pennsylvania's state CDBG Program. She stated that the plan pertains to all program income, non-program income, interest earned on federal funds and CDBG revolving loans that are generated by the County of Blair or any of its sub-recipients.

Discussion followed.

**Resolution 432-2019:** A resolution approving a County of Blair Program Income Reutilization Plan for the Community Development Block Grant (CDBG) Program setting forth the terms and conditions regarding the reuse of any apparent program income, non-program income, earned interest and revolving funds that may be generated from the use of CDBG funds in compliance with the Department of Community and Economic Development's CDBG Policy Directive CM-01-2017.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 432-2019.

- b. Trina Illig requested approval for submission of a FY 2015 (Contract #C000064337) Community Development Block Grant (CDBG) Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:
- Reduce existing activity for Street Improvements (Newry Borough) from \$120,626.00 to \$93,006.99 (including delivery costs) for a total deduction of \$27,619.01.
  - Increase existing activity for Housing Rehabilitation (non-entitlements) from \$23,000.00 to \$50,619.01 (including delivery costs) for a total increase of \$27,619.01.

Discussion followed.

**Resolution 433-2019:** A resolution approving submission of a FY 2015 (Contract #C000064337) Community Development Block Grant (CDBG) Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED).

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 433-2019.

- c. Trina Illig requested approval to enter into Community Development Block Grant (CDBG) Sub-Recipient Agreements for FY 2018 between the County of Blair and:
- The County of Blair Redevelopment and Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of the 16 non-entitlements in the amount of \$54,599.00.
  - The Township of Juniata to complete removal of architectural barriers at the Juniata Township Municipal Building under Blair County's non-entitlement in the amount of \$70,000.00.
  - The Township of Woodbury to complete water lateral installations under Blair County's non-entitlement in the amount of \$75,000.00.

Discussion followed.

- d. Trina Illig requested approval to enter into Community Development Block Grant (CDBG) Sub-Recipient Agreements for FY 2018 between the County of Blair and:
- The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Blair Township in the amount of \$76,448.00.

- The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Greenfield Township in the amount of \$27,000.00.
- The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Hollidaysburg Borough in the amount of \$86,679.00.
- The County of Blair Redevelopment Housing Authorities (COBRAH) to complete housing rehabilitation activities on behalf of Tyrone Borough in the amount of \$84,201.00.

Discussion followed.

**Southern Alleghenies Service Management Group:**

Kelly Popich requested approval of a second FY 2018-2019 contract extension between the County of Blair and Susan McKeon for Early Intervention Services for the period of August 29, 2019 through October 11, 2019.

Ms. Popich stated that this is a second contract extension request for FY 2018-2019. She stated that the expense is included in the current budget and that reimbursement is part of the state allocation to the Blair County Early Intervention Program.

Discussion followed.

**Resolution 434-2019:** A resolution approving a second FY 2018-2019 contract extension between the County of Blair and Susan McKeon for Early Intervention Services for the period of August 29, 2019 through October 11, 2019.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 434-2019.

**Children, Youth and Families:**

- a. Erin Franks requested approval of an FY 2019-2020 agreement between the County of Blair, Blair County Children, Youth, and Families, and PeerStar LLC for reciprocal sharing of information for community behavioral healthcare services at no cost to the county.

Ms. Franks stated that that there is no fee associated with the agreement as the agreement is for the collaboration of services and sharing of information for more complex cases within HIPAA guidelines.

Discussion followed.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 435-2019.

Solicitor Karn stated that he has not reviewed the agreement and just noticed that the agreement does not contain language pertaining to a Business Associate Agreement.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to rescind Resolution 435-2019.

- b. Erin Franks requested approval of three (3) FY 2018-2019 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:
  - Christian Children’s Home of Ohio
  - Kids First
  - Professional Family Care Services, Inc.

Ms. Frank stated that none of the three (3) service providers are requesting a rate change and that the rates will vary based on usage and number of children.

Discussion followed.

**Resolution 435-2019:** A resolution approving three (3) FY 2018-2019 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:

- Christian Children’s Home of Ohio
- Kids First
- Professional Family Care Services, Inc.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 435-2019.

- c. Erin Franks requested approval of three (3) FY 2019-2010 Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:
- The Bair Foundation of Pennsylvania
  - Cornell Abraxas Group, Inc.
  - Adelphoi Village

Ms. Franks stated that the Bair Foundation of Pennsylvania and the Cornell Abraxas Group, Inc. are both requesting a 2% rate increase and that Adelphoi Village is requesting a 3% to 6% rate increase. She stated that all rates vary based on the number of children and the number of days at the facilities.

Discussion followed.

**Resolution 436-2019:** A resolution approving three (3) FY 2019-2010 Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:

- The Bair Foundation of Pennsylvania
- Cornell Abraxas Group, Inc.
- Adelphoi Village

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 436-2019.

**Sheriff's Office:**

Sheriff Ott requested approval of a quote received from Rapiscan Systems for the purchase of Rapiscan equipment for the employee entrance project, freight charges, installation fee, and a two (2) support/service contract, in the total amount of \$22,450.00.

Sheriff Ott stated that the quoted amount of \$22,450.00 includes equipment, freight, installation and a two (2) year support/service contract. Sheriff Ott stated that the purchase will be covered from the Sheriff's Office general fund budget.

Discussion followed.

**Resolution 437-2019:** A resolution approving a quote received from Rapiscan Systems for the purchase of Rapiscan equipment for the employee entrance project, freight charges, installation fee, and a two (2) support/service contract, in the total amount of \$22,450.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 437-2019.

**Blair County Prison:**

Jim Eckard requested approval of an agreement between the County of Blair, on behalf of the Blair County Prison and TextBehind, Inc., for implementation of the TextBehind Inmate Mail Screening, Processing and Management System at no cost to the county for an initial three (3) year term effective with agreement signing. Agreement shall automatically renew for additional three (3) year terms unless a ninety (90) day notice is provided.

Mr. Eckard stated that the TextBehind System would help in the elimination of contraband into the prison from inmate mail.

Mr. Eckard stated that the agreement was reviewed by the county solicitor and approved for recommendation to the Board of Commissioners by the Prison Board. He stated that there is no cost to the county associated with the agreement.

Discussion followed.

**Resolution 438-2019:** A resolution approving an agreement between the County of Blair, on behalf of the Blair County Prison and TextBehind, Inc., for implementation of the TextBehind Inmate Mail Screening, Processing and Management System at no cost to the county for an initial three (3) year term effective with agreement signing. Agreement shall automatically renew for additional three (3) year terms unless a ninety (90) day notice is provided.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 438-2019.

**Prothonotary Office:**

Robin Patton requested approval of a quote received from InfoCon Corporation for upgrades to the Prothonotary and Orphans' Court Systems' Daily Receipt Registers (AS400 System) in the estimated amount of \$1,200.00 (8 hours @ \$150.00 per hour).

Mrs. Patton stated that the quote received from InfoCon Corporation is for upgrades to the Prothonotary and Orphans' Court Systems' Daily Receipt Registers (AS400 System). She stated that the upgrades to the system should help to address the ongoing audit finding within the Prothonotary Office.

Discussion followed.

**Resolution 439-2019:** A resolution approving a quote received from InfoCon Corporation for upgrades to the Prothonotary and Orphans' Court Systems' Daily Receipt Registers (AS400 System) in the estimated amount of \$1,200.00 (8 hours @ \$150.00 per hour).

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 439-2019.

**Fort Roberdeau:**

- a. Glenn Nelson requested approval of a quote received from Pannier for two (2) Aluminum Low Profile Traditional "T" Exhibit Bases for the Cyrus Simmons Eagle Scout Project, in the total amount of \$1,236.00, to be paid for by the Fort Roberdeau Association.

Discussion followed.

**Resolution 440-2019:** A resolution approving a quote received from Pannier for two (2) Aluminum Low Profile Traditional "T" Exhibit Bases for the Cyrus Simmons Eagle Scout Project, in the total amount of \$1,236.00, to be paid for by the Fort Roberdeau Association.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 440-4029.

- b. Glenn Nelson requested approval for acceptance of quotes received for the Fort Roberdeau Corn Crib Restoration Project with award to Lallemand Construction, LLC/dba the PA Wood Butcher, the lowest quote received, in the total amount of \$9,503.90.

Mr. Nelson stated that he is not yet ready to present this item. No discussion followed.

**OLD BUSINESS:**

**1875 Courtroom Judges' Portraits Restoration of Frames:**

Continued discussion concerning a proposal received from Conservator John Rita in the total amount of \$2,100.00, to restore and re-gild, seven (7) portrait frames, including polishing and re-lacquering of the brass nameplates and provision of the proper hanging hardware. Work to be completed within the first half of 2020.

No discussion followed.

**Courthouse Preservation Oversight:**

Continued discussions concerning the establishment of a Courthouse Preservation Oversight Committee and matters that need addressed by the committee and commissioners.

No discussion followed.

**ADJOURN:**

Meeting Adjourned,