

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, OCTOBER 29, 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 22, 2019**
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**
7. **CONSENT AGENDA**

**Resolution 451-2019:**

- a. Payment of three (3) Warrant Lists dated October 28, 2019, in the amounts of \$447,565.06 #191029TL; \$67,375.21 #191029CY; and \$463,955.00 #191029SS, which include payment of the following invoices:
  - **2017 Project Fund/Bond/Historic Finishes Restoration/Courthouse 1906 Exterior Windows Project:** Application #5, received from Albert Michaels Conservation, in the amount of \$88,145.70.
  - **2017 Project Fund/Bond/Historic Finishes Restoration/Courthouse Phase 2, Courtroom 2:** Application #10, received from Albert Michaels Conservation, in the amount of \$24,315.26.
  - **2017 Project Fund/Bond/HVAC Improvements & Interior Alterations Project:** Application #14, received from Marc Services, Inc., in the amount of \$634.50.
- b. Ratification of one (1) Warrant List dated October 22, 2019, in the amount of \$2,293.99 #191022FS and one (2) Warrant List dated October 28, 2019, in the amount of \$3,706.55 #190903FS.
- c. Ratification of Total Payroll for the Check Date October 24, 2019, in the total amount of \$784,657.84.
- d. **Employment:** Stephen D. Furio, FT, Custodian 2<sup>nd</sup> Shift, Public Works, \$29,993.00/yr., effective 10/28/19; Jamie C. Lynch, PT, Sheriff Deputy, Sheriff’s Office, \$12.89/hr., effective 10/28/19; Christian J. Heredia, Katelyn P. Bush, and Anthony L. Miller, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 10/28/19; Amber L. Kidd, From FT, Probation Officer Aide II, \$10.55/hr., to PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 10/28/19.
- e. **Resignations:** Laurie L. Holmberg, FT, Clerk Typist I, Prothonotary, \$18,200.00/yr., effective 10/21/19.

8. **UNFINISHED BUSINESS:**

**Adoption of Resolutions:**

**Resolution 452-2019:** A resolution approving a proposal received from Keller Engineers, Inc., for engineering services for the 1999 Courthouse Exterior Rehabilitation Project.

**Resolution 453-2019:** A resolution approving submission of the FY 2019 Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic Development (DCED) on behalf of the sixteen (16) non-entitlement boroughs and townships and the six (6)-entitlement borough and townships, in the total amount of \$885,208.00.

**Resolution 454-2019:** A resolution approving to enter into six (6) Cooperative Agreements between the County of Blair and the following townships and boroughs as an “on behalf of” for the FY 2019 Community Development Block Grant (CDBG) Program Application, in the amount of \$885,208.00, which shall be disbursed as follows:

Hollidaysburg Borough	\$108,297.00
Tyrone Borough	\$105,136.00
Antis Township	\$115,424.00
Blair Township	\$ 95,240.00
Frankstown Township	\$124,303.00
Greenfield Township	\$ 92,009.00
<b>Total 6 Entitlement Municipalities</b>	<b>\$640,409.00</b>
<b>Total Sixteen (16) Non-Entitlement Municipalities</b>	<b>\$244,799.00</b>
<b>Total Grant Funds to be Disbursed</b>	<b>\$885,208.00</b>

**Resolution 455-2019:** A resolution approving to re-designate the appointment of the Section 504 Officer and for the adoption of the FY 2019 Grievance Procedure.

**Resolution 456-2019:** A resolution approving to enter sub-recipient agreements with the following agencies under the County's FY 2018 PHARE Program as follows:

- Blair County Community Action Agency to receive PHARE funds in the amount of \$20,000.00
- Family Services, Inc., to receive PHARE funds in the amount of \$10,000.00
- Catholic Charities to receive PHARE funds in the amount of \$10,000.00
- Blair Health Choices to receive PHARE funds in the amount of \$10,000.00

9. **OLD BUSINESS**

**Fort Roberdeau:**

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

**Courthouse Preservation Oversight:**

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

10. **STAFF REPORTS & SPECIAL BUSINESS**

A. **County Road 101, Greenfield Township, Construction Improvement Project:**

Requesting approval for submission of 1) a Multimodal Transportation Fund Grant Application to the Pennsylvania Department of Transportation, in the amount of \$1,882,000.00, with a required county match of funds in the amount of \$604,000.00, for construction improvements to County Road 101, Greenfield Township, and 2) designation of Commissioner Bruce R. Erb, Chairman as the official to execute all documents and agreements between the County of Blair and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

B. **Blair County Department of Social Services:**

Requesting approval for the adoption of the FY 2019 Fair Housing Resolution.

C. **Blair County Department of Emergency Management:**

Requesting approval for the submission of the 2020 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Environmental Protection (DEP), in the amount of \$34,432.84, for the period of January 1, 2020 through December 31, 2020.

D. **Court Administration:**

a. Requesting approval of a renewal Software and Technical Support Contract (#SQ148570) between the County of Blair, Court Administration and Stenograph for the voice writing equipment, in the amount of \$3,295.00, for the period of December 10, 2019 through December 9, 2020.

b. Requesting approval of a quote received from SBM Electronics, Inc., in the amount of \$6,520.50 for five (5) 8 Channel Court Recording Software and Audio Mixer Bundle packages; and installation and training with one (1) year free support, in the amount of \$1,250.00. Total amount of \$7,770.50.

E. **Blair County DUI and Drug Court:**

Requesting approval for the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) Subgrant Award (2019-OG-DC-31123), in the total amount of \$131,670.00, for Drug Testing and Continuation of Education, for the period of October 1, 2019 through September 29, 2021. (Funds to be expended by September 29, 2020)

F. **Blair County Department of Human Resources:**

Requesting approval of an agreement (renewal) between the County of Blair and Workable for Recruitment/Applicant Management Services, in the amount of \$2,990.00, for the period of 10/25/19 to 10/26/20.

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

a. Requesting approval of a FY 2019/2020 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Bethesda Lutheran Services.

- b. Requesting approval of two (2) FY 2018/2019 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:
  - Evolution Counseling Services
  - Children’s Aid Society of Franklin County

**H. Blair County Courthouse HVAC & Interior Alterations Project:**

Discussion concerning a Change Order Proposal received from Kretina Builders, Inc., for the installation of juror chairs and rear courtroom door threshold, in the total increased amount of \$2,166.35.

**I. Health & Life Insurance & Accidental Death & Dismemberment Insurance:**

Presentation of Benecon’s 2020 Medical and Prescription renewal proposal and MetLife Life and AD&D renewal by, Blair County’s Health Insurance Broker, Nick Sefchok, JJAN.

**J. 2019 Municipal Election:**

Requesting approval of the Polling Place Lease Agreements between the County of Blair and the property owners for the November 5, 2019 Municipal Election.

**RECONVENED MEETING: FRIDAY, NOVEMBER 1, 2019, 8:30 A.M.:**

11. **CALL TO ORDER:**

12. **PUBLIC COMMENT:**

13. **REQUESTING APPROVAL OF RESOLUTION 465-2019:**

- a. Payment of two (2) Warrant Lists dated October 31, 2019, in the amounts of \$38,301.39 #191110CO and \$56,020.57 #191106TL.
- b. Ratification of two (2) Warrant Lists dated October 29, 2019, in the amounts of \$338.79 #191030TL and \$2,552.40 #191029FS.

c. **2019 Budget Transfers:** For the HealthForce invoice dated October 14, 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$50.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$50.00	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$75.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$50.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$75.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$50.00	01157-42000 Public Defender

d. **2019 Budget Transfers:** For the McNees Wallace Invoice received for legal fees incurred during the month of September 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$735.00	01603-44080 Veterans’ Affairs
01101GCO-44080 General County Operations	\$313.50	01112-44080 Controller
01101GCO-44080 General County Operations	\$98.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$2474.50	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$392.00	01161ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$228.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$73.50	01161FM-44080 MDJ Miller
01101GCO-44080 General County Operations	\$73.50	01161AB-44080 MDJ Blattenberger
01101GCO-44080 General County Operations	\$49.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$98.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1254.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$49.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$7037.91	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$455.70	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$41.65	01157-44080 Public Defender

14. **ADJOURN:**

**WORK SESSION: TUESDAY, OCTOBER 29, 2019, 10:00 A.M.:**

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

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

Others Present: Kay Stephens (Altoona Mirror), Erin Franks (CYF), Sarah Chuff and Jenn Sleppy (Finance), Janice Meadows and Scott Schultz (Court Administration), Katherine Swigart and Karin Bruich (HR), Allan Bassler (Public), Nicholas Sefchok (JJAN Financial), Brian Wiser (Keller Engineers), Trina Illig, Lindsay Dempsie and Jackie Saylor (Social Services), McKayla Bollman (Public), Melissa Harpster and Nicole Hemminger (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, OCTOBER 22, 2019:**

Commissioner Erb called for corrections or changes to the minutes of October 22, 2019. **There were no corrections or changes noted.**

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to accept the minutes as prepared.

**PUBLIC COMMENT:**

Commissioner Erb called for public comment.

Allan Bassler, owner of the Morrison's Cove Herald announced the formation of The Hollidaysburg Herald, an online news source covering the Hollidaysburg/Duncansville area. Mr. Bassler stated that access to the Hollidaysburg Herald does require a small subscription fee.

Discussion followed.

**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioners comments.

Commissioner Tomassetti stated "In 2018 and 2019, the Board held evening Public Budget presentations in the northern, central, and southern ends of the county giving citizens the opportunity to hear the county's budget projection, ask questions, provide input and express concerns pertaining to the budget projection."

Commissioner Tomassetti stated that unfortunately the effort put forth by the Board in providing this service to the citizens did not prove worthy as attendance at the meetings ranged from seven (7) and as low as one (1), with one of the meetings drawing no members of the public. Commissioners Erb and Beam added their comments on the low turnout of the public for the meetings.

**CONSENT AGENDA:**

**Resolution 451-2019:**

- a. Payment of three (3) Warrant Lists dated October 28, 2019, in the amounts of \$447,565.06 #191029TL; \$67,375.21 #191029CY; and \$463,955.00 #191029SS, which include payment of the following invoices:
  - **2017 Project Fund/Bond/Historic Finishes Restoration/Courthouse 1906 Exterior Windows Project:** Application #5, received from Albert Michaels Conservation, in the amount of \$88,145.70.
  - **2017 Project Fund/Bond/Historic Finishes Restoration/Courthouse Phase 2, Courtroom 2:** Application #10, received from Albert Michaels Conservation, in the amount of \$24,315.26.
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- b. Ratification of one (1) Warrant List dated October 22, 2019, in the amount of \$2,293.99 #191022FS and one (1) Warrant List dated October 28, 2019, in the amount of \$3,706.55 #190903FS.

- c. Ratification of Total Payroll for the Check Date October 24, 2019, in the total amount of \$784,657.84.
- d. **Employment:** Stephen D. Furio, FT, Custodian 2<sup>nd</sup> Shift, Public Works, \$29,993.00/yr., effective 10/28/19; Jamie C. Lynch, PT, Sheriff Deputy, Sheriff's Office, \$12.89/hr., effective 10/28/19; Christian J. Heredia, Katelyn P. Bush, and Anthony L. Miller, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 10/28/19; Amber L. Kidd, From FT, Probation Officer Aide II, \$10.55/hr., to PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 10/28/19.
- e. **Resignations:** Laurie L. Holmberg, FT, Clerk Typist I, Prothonotary, \$18,200.00/yr., effective 10/21/19.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 451-2019.

**UNFINISHED BUSINESS:**

**Adoption of Resolutions:**

**Resolution 452-2019:** A resolution approving a proposal received from Keller Engineers, Inc., for engineering services for the 1999 Courthouse Exterior Rehabilitation Project.

County Administrator Schmitt stated that the Board would need to decide if they only wanted engineering services as outlined in Part I, in the total amount of \$65,000.00, which includes façade rehabilitation and preservation of the 1999 courthouse exterior or if they wanted to include Part II, which also includes courtyard rehabilitation. The total of Part I and Part II is \$63,600.00. The proposal also included shop drawing review at an estimated cost of \$4,000.00 and construction consultation services at an estimated cost of \$8,000.00 for a total proposal price of \$75,600.00.

Discussion followed.

Commissioner Tomassetti noted his abstention on voting on the adoption of Resolution 452-2019 due to a conflict of interest.

Motion by Commissioner Beam, seconded by Commissioner Erb and approved to adopt Resolution 452-2019, Part 2, in the total proposed amount of \$75,600.00, with abstention as noted.

**Resolution 453-2019:** A resolution approving submission of the FY 2019 Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic Development (DCED) on behalf of the sixteen (16) non-entitlement boroughs and townships and the six (6)-entitlement borough and townships, in the total amount of \$885,208.00.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 453-2019.

**Resolution 454-2019:** A resolution approving to enter into six (6) Cooperative Agreements between the County of Blair and the following townships and boroughs as an “on behalf of” for the FY 2019 Community Development Block Grant (CDBG) Program Application, in the amount of \$885,208.00, which shall be disbursed as follows:

Hollidaysburg Borough	\$108,297.00
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<b>Total 6 Entitlement Municipalities</b>	<b>\$640,409.00</b>
<b>Total Sixteen (16) Non-Entitlement Municipalities</b>	<b>\$244,799.00</b>
<b>Total Grant Funds to be Disbursed</b>	<b>\$885,208.00</b>

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 454-2019.

**Resolution 455-2019:** A resolution approving to re-designate the appointment of the Section 504 Officer and for the adoption of the FY 2019 Grievance Procedure.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 455-2019.

**Resolution 456-2019:** A resolution approving to enter sub-recipient agreements with the following agencies under the County's FY 2018 PHARE Program as follows:

- Blair County Community Action Agency to receive PHARE funds in the amount of \$20,000.00.
- Family Services, Inc., to receive PHARE funds in the amount of \$10,000.00.
- Catholic Charities to receive PHARE funds in the amount of \$10,000.00.
- Blair Health Choices to receive PHARE funds in the amount of \$10,000.00.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 456-2019.

**OLD BUSINESS:**

**Fort Roberdeau:**

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.

County Administrator Schmitt stated that Glenn Nelson has requested that this item be moved to the November 12, 2019 meeting agenda.

No action taken.

**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 action taken.

**STAFF REPORTS & SPECIAL BUSINESS:**

**County Road 101, Greenfield Township, Construction Improvement Project:**

Brian Wisner requested approval for submission of (1) a Multimodal Transportation Fund Grant Application to the Pennsylvania Department of Transportation, in the amount of \$1,882,000.00, with a required county match of funds in the amount of \$604,000.00, for construction improvements to County Road 101, Greenfield Township, and (2) designation of Commissioner Bruce R. Erb, Chairman as the official to execute all documents and agreements between the County of Blair and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

Mr. Wisner stated that the scope of work for this project is to improve the corridor for vehicular, bicycle, and pedestrian use by correcting paving and drainage issues and repairing and reconnecting sidewalks along County Road 101, located in Greenfield Township. The proposed location of upgrades extends from Railroad Street north to Hickory Street along the section of the state recognized PA Walk Works route. He stated that the project will provide connectivity within the town of Claysburg for the post office, library and community park as well as a number of businesses and industries.

Mr. Wisner stated that the proposed project is part of an overall effort to improve the County Road 101 corridor. Currently, there are four box culverts and one bridge replacement under design with planned construction in 2020 through 2022 and planned designs are beginning for another section of roadway improvements in Sproul from Dunning's Highway to Mansion Boulevard.

Mr. Wisner stated that the grant application is in the amount of \$1,882,000.00, with a required county match of funds in the amount of \$604,000.00, for a total amount of \$2,486,000.00.

Discussion followed.

**Resolution 457-2019:** A resolution approving submission of 1) a Multimodal Transportation Fund Grant Application to the Pennsylvania Department of Transportation, in the amount of \$1,882,000.00, with a required county match of funds in the amount of \$604,000.00, for construction improvements to County Road 101, Greenfield Township, and 2) designation of Commissioner Bruce R. Erb, Chairman as the official to execute all documents and agreements between the County of Blair and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 457-2019.

**Blair County Department of Social Services:**

Trina Illig requested approval for the adoption of the FY 2019 Fair Housing Resolution.

Mrs. Illig stated that this is a required resolution for CDBG funds. The purpose is to further fair housing awareness. She also discussed the steps the Social Services department has taken to educate the public on Fair Housing.

**Resolution 458-2019:** A resolution approving the adoption of the FY 2019 Fair Housing Resolution.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 458-2019.

**Blair County Department of Emergency Management:**

Jim Garlick requested approval for the submission of the 2020 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Environmental Protection (DEP), in the amount of \$34,432.84, for the period of January 1, 2020 through December 31, 2020.

Mr. Garlick stated that this is a yearly submission to DEP for the reimbursement of expenses associated with the Mosquito-borne Disease Control Program for Blair County. Reimbursement includes that of personnel, operational expenses, tick surveillance, habitat reduction and administration fees. The amount requested for the period of January 1, 2020 to December 31, 2020 is \$34,432.84 and the amount for 2019 was \$31,336.80.

Mr. Garlick provided information and statistics pertaining to the Mosquito-borne Disease Control Program with discussion following.

**Resolution 459-2019:** A resolution approving submission of the 2020 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Environmental Protection (DEP), in the amount of \$34,432.84, for the period of January 1, 2020 through December 31, 2020.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 459-2019.

**Court Administration:**

- a. Janice Meadows requested approval of a renewal Software and Technical Support Contract (#SQ148570) between the County of Blair, Court Administration and Stenograph for the voice writing equipment, in the amount of \$3,295.00, for the period of December 10, 2019 through December 9, 2020.

Mrs. Meadows stated that this is an annual support contract for the court reporter software program for the voice writing equipment. She stated that the price remains the same as last year. Solicitor Karn has reviewed the contract.

Discussion followed.

- b. Janice Meadows requested approval of a quote received from SBM Electronics, Inc., in the amount of \$6,520.50 for five (5) 8 Channel Court Recording Software and Audio Mixer Bundle packages; and installation and training with one (1) year free support, in the amount of \$1,250.00. Total amount of \$7,770.50.

Mrs. Meadows stated that Liberty is the current vendor for the court recording system, which is essential for creating and maintaining record for the courts. She stated that an upgrade to the system is necessary in order to be compatible with Windows 10 and the expense is included in the 2019 budget.

Discussion followed.

**Blair County DUI and Drug Court:**

Scott Schultz requested approval for the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) Subgrant Award (2019-OG-DC-31123), in the total amount of \$131,670.00, for Drug Testing and Continuation of Education, for the period of October 1, 2019 through September 29, 2021. (Funds to be expended by September 29, 2020).

Mr. Schultz stated that the award is for a two (2) year period and in the amount of \$131,670.00. County Administrator Schmitt stated that the paperwork received indicates that funds must be expended by September 29, 2020. Mr. Schultz stated that there appears to be a typographical error for the year.

Discussion followed.

**Resolution 460-2019:** A resolution approving acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) Subgrant Award (2019-OG-DC-31123), in the total amount of \$131,670.00, for Drug Testing and Continuation of Education, for the period of October 1, 2019 through September 29, 2021.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 460-2019.

**Blair County Department of Human Resources:**

Katherine Swigart requested approval of an agreement (renewal) between the County of Blair and Workable for Recruitment/Applicant Management Services, in the amount of \$2,990.00, for the period of 10/25/19 to 10/26/20.

Miss Swigart stated that requested revisions to the agreement have been submitted to Workable. She has received email confirmation that Workable has accepted all of the requested revisions, however, she has not yet received an executed agreement with the requested changes made. She stated that the amount remains the same as past years.

County Administrator Schmitt asked the Board if they felt comfortable taking action on the agreement pending receipt of the revised agreement.

Discussion followed.

**Resolution 461-2019:** A resolution approving an agreement (renewal) between the County of Blair and Workable for Recruitment/Applicant Management Services, in the amount of \$2,990.00, for the period of 10/25/19 to 10/26/20, pending receipt of the revised agreement.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 461-2019.

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

- a. Erin Franks requested approval of a FY 2019/2020 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Bethesda Lutheran Services.

Ms. Franks stated that the renewal agreement for FY 2019/2020 does reflect a rate increase ranging from 11% to 22% depending on services provided. She stated that the total costs vary based upon the number of children and the number of days at the facility.

The Board requested that Ms. Franks obtain proposals from providers that offer the same services covered under the Bethesda Lutheran Services agreement prior to the November 12<sup>th</sup> Business Session Meeting.

Discussion followed.

- b. Erin Franks requested approval of two (2) FY 2018/2019 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:
  - Evolution Counseling Services
  - Children's Aid Society of Franklin County

Ms. Franks stated that neither Evolution Counseling Services nor the Children's Aid Society of Franklin County are requesting a rate increase for FY 2018/2019. Ms. Franks also stated that FY 2018/2019 will be the final contract for services between the County and Children's Aid Society of Franklin County due to changes in the insurance provisions required by the County.

Solicitor Karn and the Board of Commissioners all expressed their appreciation to Ms. Franks for her attention to detail and the work she has done on all Children, Youth & Families contract that she has brought before the Board.

Discussion followed.

**Resolution 462-2019:** A resolution approving two (2) FY 2018/2019 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:

- Evolution Counseling Services
- Children's Aid Society of Franklin County

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 462-2019.

**Blair County Courthouse HVAC & Interior Alterations Project:**

County Administrator Schmitt presented discussion concerning a Change Order Proposal received from Kretina Builders, Inc., for the installation of juror chairs and rear courtroom door threshold, in the total amount of \$2,166.35.

Mrs. Schmitt stated that the installation of the juror chairs and rear courtroom door threshold were not included in the original construction contract. She stated that since Kretina installed the blocking to reinforce the chair bases, it only makes sense that they complete the installation of the chairs. Kretina is also installing the carpet in the area of the door threshold.

Discussion followed.

**Resolution 463-2019:** A resolution approving a Change Order Proposal received from Kretina Builders, Inc., for the installation of juror chairs and rear courtroom door threshold, in the total increased amount of \$2,166.35.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 463-2019.

**Health & Life Insurance & Accidental Death & Dismemberment Insurance:**

Nicholas Sefchok presented Benecon's 2020 Medical and Prescription renewal proposal and MetLife Life and AD&D renewal by, Blair County's Health Insurance Broker, Nick Sefchok, JJAN.

**Benecon 2020 Medical and Prescription renewal proposal**

Mr. Sefchok stated that the county switched to a self-insured service model in 2018 by joining the PA Counties Health Insurance Purchasing Cooperative known as PCHIPC. He stated that the goal was and remains to generate savings for the county while improving the quality of care for county employees.

Mr. Sefchok stated that the three (3) systemic changes adopted to achieve these goals were:

1. Migrating from a fully-insurance to a self-insured model through PCHIPC
2. Offering a direct primary care option for employees known as Empower<sup>3</sup>
3. Use of the best in class partners that provide predictive analytics and transparency to focus on and improve early health intervention.

Mr. Sefchok stated that for the 2020 Health Insurance Renewal, effective April 1, 2020, the county will receive a 6% overall increase, an amount that is running below the medical and pharmacy trend. He stated that renewal rate is based upon claims experience during the county's first 16 months in PCHIPC, for the period ending July 31, 2019. Mr. Sefchok noted that premium dollars are returned to the county if actual claims run lower than expected

Mr. Sefchok stated that the county has received surplus and prescription rebate funds, which have been used to offset the budget deficit and that there has been a reduction in health reimbursement account (HRA) spending. Mr. Sefchok stated that there is more control, higher quality and improved transparency within the program.

**MetLife**

Mr. Sefchok stated that the MetLife renewals for 2020 for Short Term Disability (STD), Life and Accidental Death and Dismemberment (AD&D) will be held at the current rate with a 2-year guarantee and that there will be a 2.5% increase that equates to \$0.01 per employee per month or \$5.00 for the Employee Assistance Program (EAP).

Discussion followed.

**2019 Municipal Election:**

County Administrator Schmitt requested approval of the Polling Place Lease Agreements between the County of Blair and the property owners for the November 5, 2019 Municipal Election.

Discussion followed.

**Resolution 464-2019:** A resolution approving the Polling Place Lease Agreements between the County of Blair and the property owners for the November 5, 2019 Municipal Election.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 464-2019.

**Meeting Recessed:**

Commissioner Erb stated that today's meeting would recess and reconvene for the purpose of approving Warrant Lists on Friday, November 1, 2019 beginning at 8:30 a.m. in Conference Room 2B, located on the 2<sup>nd</sup> floor, new addition of the courthouse.

**MEETING RECONVENED: Friday, November 1, 2019, 8:30 a.m.**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, new addition.

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

Members Absent: Commissioner Tomassetti and Solicitor Karn.

Others Present: Jenn Sleppy (Finance), Rocky Greenland (Public Works) and Melissa Harpster (Commissioners Office)

**CALL TO ORDER:**

Commissioner Erb called the meeting to order:

**PUBLIC COMMENT:**

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

**REQUESTING APPROVAL OF RESOLUTION 465-2019:**

- a. Payment of two (2) Warrant Lists dated October 31, 2019, in the amounts of \$38,301.39 #191110CO and \$56,020.57 #191106TL.
- b. Ratification of two (2) Warrant Lists dated October 29, 2019, in the amounts of \$338.79 #191030TL and \$2,552.40 #191029FS.
- c. **2019 Budget Transfers:** For the HealthForce invoice dated October 14, 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$50.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$50.00	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$75.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$50.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$75.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$50.00	01157-42000 Public Defender

- d. **2019 Budget Transfers:** For the McNeas Wallace Invoice received for legal fees incurred during the month of September 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$735.00	01603-44080 Veterans' Affairs
01101GCO-44080 General County Operations	\$313.50	01112-44080 Controller
01101GCO-44080 General County Operations	\$98.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$2474.50	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$392.00	01161ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$228.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$73.50	01161FM-44080 MDJ Miller
01101GCO-44080 General County Operations	\$73.50	01161AB-44080 MDJ Blattenberger
01101GCO-44080 General County Operations	\$49.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$98.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1254.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$49.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$7037.91	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$455.70	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$41.65	01157-44080 Public Defender

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 465-2019.

**ADJOURN:**

Meeting Adjourned,

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Helen P. Schmitt, County Administrator