

**BUSINESS SESSION**  
**BLAIR COUNTY BOARD OF COMMISSIONERS**  
**CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE**  
**TUESDAY, NOVEMBER 12, 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 29, 2019:**
5. **PUBLIC COMMENT**
6. **UPCOMING MEETINGS:**

Wednesday, November 13, 2019	9:00 a.m.	Reconvened Official Return Bd. (Highway Elections Office)
Thursday, November 14, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
Friday, November 15, 2019		
Monday, November 18, 2019		
Tuesday, November 19, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 <sup>nd</sup> Floor)
	6:00 a.m.	Blair County Library System Board (Altoona Area Public Library)
Wednesday, November 20, 2019	7:30 a.m.	Blair County Convention & Sports Facilities Authority (Convention Center)
	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 <sup>nd</sup> Floor)
Thursday, November 21, 2019	8:30 a.m.	Prison Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
	10:00 a.m.	Records Improvement Meeting (Conference Room 2B, 2 <sup>nd</sup> Floor)
	7:30 p.m.	Ag Land Preservation Board (1407 Blair St., Hollidaysburg, PA)
Friday, November 22, 2019		
Monday, November 25, 2019		
Tuesday, November 26, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 <sup>nd</sup> Floor)

7. **COMMISSIONERS COMMENTS:**

8. **SPECIAL PRESENTATION:**

**Children, Youth & Families 2019 Foster, Adoptive & Kinship Families of the Year:**

- **Outstanding New Foster Family**  
Mr. Thomas Bainey and Mr. Brady Stout, nominated by:  
Ms. Jamie Fetter, The Bair Foundation (Michelle Mahan)
- **Outstanding Foster Family**  
Mr. James and Mrs. Kimberly McGregor, nominated by:  
Mrs. Tawnya Plunkard & Mrs. Brittany Feaster, BCCYF
- **Outstanding Adoptive Family**  
Mr. Justin & Mrs. Emily White, nominated by:  
Ms. Ashley Digan, Pressley Ridge
- **Outstanding Kinship Family**  
Mr. Jon & Mrs. Jeannette Hollobaugh, nominated by:  
Mrs. Tawnya Plunkard & Mrs. Brittany Feaster, BCCYF

9. **CONSENT AGENDA:**

**Resolution 466 – 2019:**

- a. Payment of four (4) Warrant Lists dated November 8, 2019, in the amounts of \$172,164.35 #191112SS; \$27,653.87 #191112CY; \$361,232.60 #191112TL; and \$6,624.94 #181015ci, which include payment of the following invoices:
  - UPMC Altoona in the total amount of \$158,605.00.
  - McCartney's, in the total amount of \$319.00, miscellaneous office supplies Domestic Relations.
  - Keller Engineers, in the amounts of \$439.01; \$440.00; and \$17,064.03.
  - **2017 Project Fund/Bond/Election Trailers:** Jack White Signs, in the total amount of \$700.00 for election trailer decals.
  - **2017 Project Fund/Bond/Parking Garage Stair Tower Project:** Keller Engineers, in the total amount of \$240.10, for structural repair plan.
  - **2017 Project Fund/Bond/Roof Repair Project:** Keller Engineers, in the total amount of \$1,416.55, for construction consultation and design and specifications.

- b. Ratification of two (2) Warrant Lists dated November 7, 2019, in the amounts of \$162,091.00 #191106SS; and \$288,156.07 #191108fc, which include payment of the following invoices:
- UPMC Altoona, in the total amount of \$11,084.92.
- c. Ratification of Total Payroll for the Check Date November 7, 2019, in the total amount of \$781,520.27.
- d. **2019 Budget Transfer:** For charges on the October 2019 invoice from Justifacts.
- | <b><u>From</u></b>                       | <b><u>\$</u></b> | <b><u>To</u></b>                 |
|--|------------------|----------------------------------|
| 01101GCO-42000 General County Operations | \$54.50          | 01103HW-42000 Highway            |
| 01101GCO-42000 General County Operations | \$232.00         | 76201713-42000 APO               |
| 01101GCO-42000 General County Operations | \$121.75         | 012012-42000 APO                 |
| 01101GCO-42000 General County Operations | \$78.75          | 01155-42000 Costs and Fines      |
| 01101GCO-42000 General County Operations | \$101.25         | 01103CS-42000 Custodial Services |
| 01101GCO-42000 General County Operations | \$123.75         | 01160DM-42000 Judge Milliron     |
| 01101GCO-42000 General County Operations | \$411.50         | 01209PO-42000 Prison             |
| 01101GCO-42000 General County Operations | \$127.75         | 01153-42000 Prothonotary         |
| 01101GCO-42000 General County Operations | \$172.75         | 01151-42000 Sheriff              |
- e. **Blair County Bridge #10/Friesville Replacement Project:** Requesting approval for payment of ECMS Invoice #10, Part 2, Keller Engineers, Final Design, in the total amount of \$7,256.00. Expense is 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- f. **Blair County Bridge #67/West Loop Road:** Requesting approval for payment of ESMC Invoice #4, Part 1, Keller Engineers, Preliminary Engineering, in the total amount of \$4,472.90. Expense is 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- a. **NBIS Bridge Inspection and Inventory:** Requesting approval for the payment of Invoice #28, received from Stiffler McGraw, in the total amount of \$3,381.34 as follows: Bridge #29, Spencer Creek Drive over Spencer Run, \$595.29; Bridge #14, Heuston Road over Halter Creek, \$1,815.95; Bridge #48, Irish Flats Lane over Little Juniata River, \$961.00 and mileage in the amount of \$9.10. Expenses will be paid out of the Act 44 Reserve Account (No. 059) and are 80% reimbursable.
- g. **Social Services Advisory Board:** Requesting approval for the appointment of Amber Hatfield to the Social Services Advisory Board filling the unexpired term of the late Dave Hollern. Term to expire December 31, 2021.
- h. **County Road 101/Claysburg:** Requesting approval to close Bedford Street for the annual Christmas Parade sponsored by the Claysburg PAST and the Claysburg Education Foundation, on Saturday, November 23, 2019, from the intersection of Church Street and Bedford Street to Community Park Road from 2:24 p.m. to 3:34 p.m.
- i. **Employment:** Christina M. Stacey, FT, Community Development Specialist, Social Services, \$30,111.80/yr., effective 11/4/19; Darlene Wilt, FT, Correctional Case Manager, Prison, \$19,045.94/yr., effective 11/12/19; Sherry K. Winters, PT, Receptionist/Clerk, Costs & Fines, \$10.00/hr., effective 11/12/19; Zackery N. Walters, PT, Fill-In Corrections Officer, Prison, \$15.08/hr., effective 11/12/19; Edward C. Alequin, Cody M. Coudriet; Kaitlyn E. Alley; Brandon M. Ott, Mario L. Beber; Taylor M. Johns and Julie M. Colbert, From, PT, Fill-In Correction Officers, Prison To, Full-Time Correction Officers, Prison, \$15.08/hr., to \$19.54/hr., effective 11/09/19.
- j. **Resignations:** Ronald S. Thompson, PT, Fill-In Corrections Officer, Prison, \$15.08/hr., effective 10/12/19; and Jeniene M. Lang, FT, Administrative Assistant Public Safety, 911 Center, \$20,146.36/yr., effective 11/01/19; Lori K. Ferri, FT, Second Deputy, Treasurer, \$19,384.04/yr., effective 11/08/19.
- k. **Retirement:** Daniel C. Minielli, FT, Operator, Office Services, \$30,070.82/yr., effective 11/08/19.

## 10. UNFINISHED BUSINESS:

### **Adoption of Resolutions:**

**Resolution 467-2019:** A resolution approving 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.

**Resolution 468-2019:** A resolution approving 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.

**Resolution 469-2019:** A resolution approving a FY 2019/2020 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Bethesda Lutheran Services.

## 11. 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.

**12. NEW BUSINESS:**

**Review of Committed Funds:**

Requesting approval to reduce General Fund Committed Funds **from** \$856,682 (\$714,743 – Post-Retirement Healthcare (Valley View), \$141,939 – Worker’s Comp Reserve (Valley View) **to** \$593,099 (\$533,189 – Post Retirement Healthcare (Valley View), \$59,910 – Worker’s Comp Reserve (Valley View)).

**2020 General Funds and Reserve Account Budget Introduction:**

**Introduction of the 2020 General Fund and following reserve accounts:**

Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

**2020 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN):**

Requesting authorization for Jennifer Sleppy, Finance Director, to solicit proposals for a 2020 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN) in an amount up to \$10,000,000.00.

**JJAN Financial:**

- a. Requesting approval of a HIPAA Business Associate Agreement between the County of Blair and Deerwalk, Inc., for Release of Protected Health Information (PHI) as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).
- b. Requesting approval of a DataSmart Health Solutions Participation Form and Business Associate Agreement between the County of Blair, JJAN Financial Group and DataSmart Health Solutions, summarizing the DataSmart Health Solutions benefit program and HIPAA obligations, effective 01/01/20.
- c. Release of Protected Health Information. Authorization for Magellan Rx Management, LLC, to securely disclose claims detail information to Deerwalk, Inc., for claims utilization analysis of the county’s health plan.
- d. Requesting approval of the Blair County 2020 Funding Option with the Pennsylvania Counties Health Insurance Cooperative (PCHIPC) acknowledging that the County of Blair agrees to set aside approximately \$597,743.00 of their current reserve for the funding model adopted by all PCHIPC members.
- e. Requesting approval of a renewal agreement between the County of Blair and MetLife, for the following employee benefits: Life, AD&D, STD & EAP; Life & AD&D; and Life for the plan year of January 1, 2020 to December 31, 2020 that includes a two (2) year rate guarantee for Life, AD&D and STD.
- f. Requesting approval for the adoption of the County of Blair Employee Benefit Plan prepared by JJAN Financial effective January 1, 2020.

**Southern Alleghenies Planning and Development Commission:**

- a. Requesting approval of a Chief Elected Officials and Fiscal Agent Agreement between the Elected Commissioners of the Counties of Bedford, Blair, Cambria, Fulton, Huntingdon and Somerset, Pennsylvania, (the “Chief Elected Officials”), and Southern Alleghenies Planning and Development Commission (SAP&DC), [establishing a Workforce Development Board (WBD)], to oversee programs

funded under the Workforce Investment Act (WIA), within the Southern Alleghenies Region; and to appoint the Commission as their Fiscal Agent under the Workforce Investment Act (WIA).

- b. Requesting approval of an Agreement between the Local Elected Officials (LEOs) of the Counties of Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset, Pennsylvania, acting collectively as the Southern Alleghenies Planning and Development Commission (SAP&DC), and the Southern Alleghenies Workforce Development Board (WDB), establishing a WDB duly appointed by the LEO, to provide policy guidance and oversight with respect to job training for the local Workforce Development Area.

**Blair County Department of Emergency Services:**

- a. Requesting approval for ratification of the submission of a 2019 Statewide Interconnectivity Funding Grant Application by the County of Blair, Department of Emergency Services, on behalf of the Southern Alleghenies 911 Cooperative (SAC), in the total amount of \$1,572,249.79, for the Regional CAD Server, CPE Hardware Refresh, Call Protocol Software Solution and ESINet Battery Replacement Projects for the period of March 1, 2020 through September 30, 2020.
- b. Requesting approval for ratification of a proposal under the Master Lease Agreement between the County of Blair, Department of Emergency Services/911E Center and Doing Better Business for the lease of one (1) Ricoh IM C3000 Color MFP, copy, print, scan, fax machine, in the amount of \$237.45 per month for sixty (60) months. Agreement includes 3,500 black and white pages and 1,250 color pages monthly and overage charges in the amounts of \$0.007 per black and white excess page and \$0.049 per color excess page.

**Blair County Assessment Office:**

Requesting approval of a Cost Sharing Agreement between the County of Blair, Logan Township and the Altoona Area School District for appraisal consulting services rendered for the appeals to the Court of Common Pleas by Logan Valley Realty, LLC, ET. AL. with said Taxing Authorities to pay a share of costs based upon respective millage rates for the 2019 tax year as follows: County 34%; Logan Township 12% and the Altoona Area School District 54%.

**Blair County Department of Social Services:**

- a. Requesting approval for the submission of the 2019 Notification for Opting out of Assisted Outpatient Treatment for calendar year 2020 to the Pennsylvania Department of Human Services.
- b. Requesting approval of a FY 19/20 contract amendment between the County of Blair and Health, Opportunity, Purpose and Empowerment (HOPE), Inc., adding language to the contract that protects excess funds in the event of dissolution by the Board of Directors of HOPE Drop In.
- c. Requesting approval for the submission of the 2019 Pennsylvania Affordability and Rehabilitation Enhancement (PHARE) Funds Grant Application to the Pennsylvania Housing Finance Agency (PHFA), in the proposed amount of \$190,000.00 as follows:
  - Housing Assistance Program \$ 50,000.00
  - Water & Sewer Program \$100,000.00
  - 1911 12<sup>th</sup> Avenue Carriage House Renovations \$ 40,000.00

**Blair County Prison Laundry Roof:**

Discussion concerning quotes received for the prison laundry roof repairs.

**Blair County Human Resources:**

Discussion concerning a quote received from PMA Management Group to perform third party administrative and risk services for the County of Blair's Workers' Compensation Self-Insurance Program.

**Blair County Park and Recreation:**

- a. Requesting approval for ratification of Change Order No. 1, received from McClellan Excavating, Inc., in the amount of \$4,851.00, for topsoil and spreading, for the Valley View Park Drainage and Grading Project, increasing the original contract amount from \$6,800.00 to \$11,651.00.

- b. Requesting approval for payment of Application #1 (final) received from McClellan Excavating, Inc., in the total amount of \$11,651.00, for the Valley View Drainage and Grading Project.

**1875 Courtroom/1906 Courtroom and Lawyer's Lobby Seating:**

Discussion concerning a quote received from Pennsylvania Correctional Industries (PCI) for cushions for all refurbished seating in the 1875 Courtroom/1906 Courtroom and Lawyer's Lobby, in the amount of \$6,052.55, and \$1,968.29 for Acrylic Desk Covers, for a total quoted amount of \$8,020.84.

**Sheriff's Office:**

Requesting approval of an agreement between the County of Blair on behalf of Blair County Sheriff's Office and All American Calendar to gather sponsors and collect funds to produce a 2020 magnet calendar to benefit the Sheriff's K-9 Fund at no cost to the county. All American Calendar will donate \$500.00 to the fund at the close of the project or by December 1, 2019.

**13. ADJOURN:**

**BUSINESS SESSION: TUESDAY, NOVEMBER 12, 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: Laura Burke (Public), Erin Franks, Tawnya Plunkard, Bobbie Hofer and Kerrie Baughman (CYF), Nick Sefchok (JJAN), Sarah Chuff and Jenn Sleppy (Finance), Glenn Nelson (Fort Roberdeau), Amy Webster (Public), Kay Stephens (Altoona Mirror), Karin Bruich, Robin Gindlesperger, and Katherine Swigart (HR), Jim Hudack, Trina Illig, Lindsay Dempsie, Christina Stacey and Jackie Saylor (Social Services), Mark Taylor (911/E Center), James Pooler (Maintenance), Dom Cuzzolina (Morrison Cove Herald), Kim, Jimmy, and Shoya McGregor (Adoptive Family), Ashley Digan (Pressley Ridge), Justin, Emily, Presley, and Levi White (Adoptive Family), DeAnna Heichel (Assessment), Amy Martin-Shanafelt (BlairHealth Choices), A. C. Stickel (Controller), Janice Meadows (Court Administration), Rocky Greenland (Public Works), Nicole Hemminger and Melissa Harpster (Commissioners Office), and Chris Tatar (Sheriff's 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 29, 2019:**

Commissioner Erb called for corrections or changes to the minutes of Tuesday, October 29, 2019. **There were no corrections or changes noted.**

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

**PUBLIC COMMENT:**

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

**UPCOMING MEETINGS:**

Wednesday, November 13, 2019	9:00 a.m.	Reconvened Official Return Bd. (Highway Elections Office)
Thursday, November 14, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
Friday, November 15, 2019		
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Tuesday, November 19, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 <sup>nd</sup> Floor)
	6:00 a.m.	Blair County Library System Board (Altoona Area Public Library)
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Thursday, November 21, 2019	8:30 a.m.	Prison Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
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	7:30 p.m.	Ag Land Preservation Board (1407 Blair St., Hollidaysburg, PA)
Friday, November 22, 2019		
Monday, November 25, 2019		
Tuesday, November 26, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 <sup>nd</sup> Floor)

**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioners comments.

Commissioner Erb welcomed Commissioners Elect Laura Burke and Amy Webster to today’s meeting.

Commissioner Tomassetti stated that the Official Return Board convened on Friday, November 8, 2019. He stated that the board recessed and will reconvene on Wednesday, November 13, 2019 beginning at 9 am at the Highway Elections Office.

Commissioner Beam – no comments.

**SPECIAL PRESENTATION:**

**Children, Youth & Families 2019 Foster, Adoptive & Kinship Families of the Year:**

Kerrie Baughman from the Blair County Children, Youth and Families Office stated that the Blair County Children’s Roundtable recently selected the recipients of the 2019 Foster, Adoptive and Kinship Families of the Year. Ms. Baughman stated that an Awards Ceremony would be held on Friday, November 15, 2019 at Zion Lutheran Church, Hollidaysburg, PA honoring the following recipients:

- **Outstanding New Foster Family**  
Mr. Thomas Bainey and Mr. Brady Stout, nominated by:  
Ms. Jamie Fetter, the Bair Foundation (Michelle Mahan)
- **Outstanding Foster Family**  
Mr. James and Mrs. Kimberly McGregor, nominated by:  
Mrs. Tawnya Plunkard & Mrs. Brittany Feaster, BCCYF
- **Outstanding Adoptive Family**  
Mr. Justin & Mrs. Emily White, nominated by:  
Ms. Ashley Digan, Pressley Ridge
- **Outstanding Kinship Family**  
Mr. Jon & Mrs. Jeannette Hollobaugh, nominated by:  
Mrs. Tawnya Plunkard & Mrs. Brittany Feaster, BCCYF

Ms. Baughman shared a few words and asked the award recipients in attendance to stand for recognition. The Board of Commissioners and those in attendance extended applause and congratulations to the award recipients.

**CONSENT AGENDA:**

**Resolution 466 – 2019:**

- a. Payment of four (4) Warrant Lists dated November 8, 2019, in the amounts of \$172,164.35 #191112SS; \$27,653.87 #191112CY; \$361,232.60 #191112TL; and \$6,624.94 #181015ci, which include payment of the following invoices:
  - UPMC Altoona in the total amount of \$158,605.00.
  - McCartney’s, in the total amount of \$319.00, miscellaneous office supplies Domestic Relations.
  - Keller Engineers, in the amounts of \$439.01; \$440.00; and \$17,064.03.
  - **2017 Project Fund/Bond/Election Trailers:** Jack White Signs, in the total amount of \$700.00 for election trailer decals.
  - **2017 Project Fund/Bond/Parking Garage Stair Tower Project:** Keller Engineers, in the total amount of \$240.10, for structural repair plan.
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- c. Ratification of Total Payroll for the Check Date November 7, 2019, in the total amount of \$781,520.27.
- d. **2019 Budget Transfer:** For charges on the October 2019 invoice from Justifacts.

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- e. **Blair County Bridge #10/Friesville Replacement Project:** Requesting approval for payment of ECMS Invoice #10, Part 2, Keller Engineers, Final Design, in the total amount of \$7,256.00. Expense is 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- f. **Blair County Bridge #67/West Loop Road:** Requesting approval for payment of ESMC Invoice #4, Part 1, Keller Engineers, Preliminary Engineering, in the total amount of \$4,472.90. Expense is 95% reimbursable and will be paid from Marcellus Shale Legacy Funds.
- g. **NBIS Bridge Inspection and Inventory:** Requesting approval for the payment of Invoice #28, received from Stiffler McGraw, in the total amount of \$3,381.34 as follows: Bridge #29, Spencer Creek Drive over Spencer Run, \$595.29; Bridge #14, Heuston Road over Halter Creek, \$1,815.95; Bridge #48, Irish Flats Lane over Little Juniata River, \$961.00 and mileage in the amount of \$9.10. Expenses will be paid out of the Act 44 Reserve Account (No. 059) and are 80% reimbursable.
- h. **Social Services Advisory Board:** Requesting approval for the appointment of Amber Hatfield to the Social Services Advisory Board filling the unexpired term of the late Dave Hollern. Term to expire December 31, 2021.
- i. **County Road 101/Claysburg:** Requesting approval to close Bedford Street for the annual Christmas Parade sponsored by the Claysburg PAST and the Claysburg Education Foundation, on Saturday, November 23, 2019, from the intersection of Church Street and Bedford Street to Community Park Road from 2:24 p.m. to 3:34 p.m.
- j. **Employment:** Christina M. Stacey, FT, Community Development Specialist, Social Services, \$30,111.80/yr., effective 11/4/19; Darlene Wilt, FT, Correctional Case Manager, Prison, \$19,045.94/yr., effective 11/12/19; Sherry K. Winters, PT, Receptionist/Clerk, Costs & Fines, \$10.00/hr., effective 11/12/19; Zackery N. Walters, PT, Fill-In Corrections Officer, Prison, \$15.08/hr., effective 11/12/19; Edward C. Alequin, Cody M. Coudriet; Kaitlyn E. Alley; Brandon M. Ott, Mario L. Bebbler; Taylor M. Johns and Julie M. Colbert, From, PT, Fill-In Correction Officers, Prison To, Full-Time Correction Officers, Prison, \$15.08/hr., to \$19.54/hr., effective 11/09/19.
- k. **Resignations:** Ronald S. Thompson, PT, Fill-In Corrections Officer, Prison, \$15.08/hr., effective 10/12/19; and Jeniene M. Lang, FT, Administrative Assistant Public Safety, 911 Center, \$20,146.36/yr., effective 11/01/19; Lori K. Ferri, FT, Second Deputy, Treasurer, \$19,384.04/yr., effective 11/08/19.
- l. **Retirement:** Daniel C. Minielli, FT, Operator, Office Services, \$30,070.82/yr., effective 11/08/19.

Commissioner Tomassetti noted his abstention due to conflicts of interest on the payment of invoices listed on the Consent Agenda payable to McCartney's and Keller Engineers, Inc.

Commissioner Erb noted his abstention due to a conflict of interest on the payment of invoices listed on the Consent Agenda payable to UPMC Altoona.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 466-2019 with abstentions as noted.

### **UNEFINISHED BUSINESS:**

#### **Adoption of Resolutions:**

**Resolution 467-2019:** A resolution approving 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.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 467-2019.

**Resolution 468-2019:** A resolution approving 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.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 468-2019.

**Resolution 469-2019:** A resolution approving a FY 2019/2020 renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Bethesda Lutheran Services.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 469-2019.

### **OLD BUSINESS:**

**Fort Roberdeau:**

Mr. Nelson stated that the corncrib requires restoration for the purpose of a more permanent and stabilized structure. He stated that the corncrib provides sheltered space for school tours and large events in case of inclement weather.

Mr. Nelson stated that he obtained the following three (3) quotes:

- Banyan Contracting \$16,721.00
- Tri County Construction \$15,692.00
- Lallemand Construction LLC/dba the PA Wood Butcher \$ 9,503.90

Mr. Nelson requested that the board consider accepting the quotes received and to award to Lallemand Construction, LLC/dba the PA Wood Butcher, in the total amount of \$9,503.90. He stated that Attorney Fanelli reviewed their quote and the appropriate Certificate of Liability Insurance has been received.

Discussion followed.

**Resolution 470-2019:** A resolution approving the acceptance of the following quotes received for the Fort Roberdeau Corn Crib Restoration Project and to award to Lallemand Construction, LLC/dba the PA Wood Butcher, in the total amount of \$9,503.90:

- Banyan Contracting \$16,721.00
- Tri County Construction \$15,692.00
- Lallemand Construction, LLC/dba the PA Wood Butcher \$ 9,503.90

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 470-2019.

**Courthouse Preservation Oversight:**

Commissioner Tomassetti presented continued discussion concerning the establishment of a Courthouse Preservation Oversight Committee and matters that need addressed by the committee and commissioners.

Commissioner Tomassetti stated that he has prepared the following draft for the establishment of a Blair County Historic Courthouse Preservation Advisory Committee for adoption consideration by the Board of Commissioners. He stated that Solicitor Karn has reviewed the draft.

**Blair County Historic Courthouse Preservation Advisory Committee**

**Purpose:** To advise the Board of Commissioners regarding the following:

- Restoration and preservation of the architectural and historical integrity of the historic 1875-1906 courthouse in accordance with recognized standards set for historical landmarks. These standards are currently set forth in *The United States Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*.
- Restoration and preservation of artifacts, documents and other historical objects and resources located within or associated with the building.
- To otherwise advice regarding compliance with the PHMC, grant preservation covenant and such other requirements in the future.

**Membership:** Five (5) members (number and membership t/b/d) consisting of:

- President Judge or designee.
- A member of the Board of Commissioners.
- Three (3) members appointed by the Board of Commissioners which members shall include individuals with experience and restoration of monumental buildings or a background in historical restoration or fine arts conservation.
- The Director of Public Works or his/her assistant and the County Administrator or the Assistant County Administrator shall attend all meetings. *They will not be members of the Committee.*

**Terms of Committee Members:**

- Staggered for continuity purposes. Three (3) with 2-year terms and two (2) with 3-year terms.

**Meetings:**

- Quarterly or more often as need arises. Compensation: None

**Support from County:**

- The Commissioners will provide timely clerical services for purposes of creating, maintaining and distributing minutes and records of meetings of the committee and for clerical and informational assistance with all other duties of the Committee.

**Duties of Committee:**

- Develop and present annually a minimum 3 to 5 year comprehensive plan and program for the historic preservation and restoration of the historic courthouse.
- Review, advice and report to the Blair County Commissioners as to all proposed interior and exterior maintenance, restoration, preservation, use, layout and decoration of interior and exterior of historic courthouse prior to County approval of same.
- Recommend and monitor the maintenance, restoration, preservation and rehabilitation of historical documents, artifacts and other historical objects or resources link located with in and around, or associated with, the historic courthouse.
- Assist in identifying grants and subsidies from public and private sources for the historic preservation and restoration of the courthouse and related historical objects and resources, the application and request for which will be the responsibility of the Commissioners' Office.
- Advice regarding the preservation of exterior of the remaining historic portion of the original Blair County Prison.

**Guidelines in Performance of Duties:**

- To restore and preserve the courthouse, to reflect the dignity of the institutions that inhabit it, and to create a source of pride for residents of Blair County.
- To do such work in ways appropriate to recognized standards for historic landmarks in order to preserve the legacy of and investment in our historic courthouse for future generations.
- To incorporate current technologies to facilitate the efficient use of the courthouse.
- To explore means and methods giving greatest longevity, while being sensitive to the economic constraints of available funds and the long term financial impact of deferred and lower quality maintenance and restoration work.

Discussion followed.

**NEW BUSINESS:**

**Review of Committed Funds:**

Jennifer Sleppy requested approval to reduce General Fund Committed Funds **from** \$856,682 (\$714,743 – Post-Retirement Healthcare (Valley View), \$141,939 – Worker’s Comp Reserve (Valley View) **to** \$593,099 (\$533,189 – Post Retirement Healthcare (Valley View), \$59,910 – Worker’s Comp Reserve (Valley View)).

Discussion followed:

**Resolution 471-2019:** A resolution approving to reduce General Fund Committed Funds **from** \$856,682 (\$714,743 – Post-Retirement Healthcare (Valley View), \$141,939 – Worker’s Comp Reserve (Valley View) **to** \$593,099 (\$533,189 – Post Retirement Healthcare (Valley View), \$59,910 – Worker’s Comp Reserve (Valley View)).

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 471-2019.

**2020 General Funds and Reserve Account Budget Introduction:**

**Introduction of the 2020 General Fund and following reserve accounts:**

Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

Jennifer Sleppy introduced the 2020 General Fund and Reserve Account Budget. Mrs. Sleppy stated that the 2020 General Fund Budget totals \$54,888,571.00, in revenue, an increase of 0.4% or \$218,841.00, from the 2019 adopted budget revenue. She stated that expenses are budgeted at \$56,782,292.00, an increase of 2.6% or 1,465,429.00, from the 2019 adopted budget expense. The 2020 budget results in a \$1,893,721.00, operating shortage and a projected unassigned General Fund total of \$2,964,758.00, at year-end 2020.

Mrs. Sleppy stated that the county’s tax millage rate would increase to 4.074 for 2020, which is an increase of 3.79% or 0.149 mills. The General Fund Millage will increase 0.159 mills, and the Library Millage will increase 0.002 mills. The Park and Recreation Millage will

decrease 0.012 mills to zero. Park and Recreation expenses for 2020 will be funded from Hotel Tax Revenue. The County's Library Millage (.021), Debt Service Millage (.377) and General Fund Millage (3.676) will generate \$164,492.00, \$2,953,020.00, and \$28,795,917.00, respectively.

Mrs. Sleppy stated that the county is projecting to end 2019 with an operating surplus of approximately \$490,000.00. A position that places the county \$1,100,000.00, ahead of the budgeted operating shortage of \$647,133.00 in 2019.

Mrs. Sleppy stated that the Reserve Account Budgets total \$23,912,287.00, in revenue and \$30,568,838.00, in expenses. She stated that the Reserve Account Budgets for 2020 begin with an approximate total value of \$47,991,000.00, and end 2020 with an approximate total of \$41,334,449.00. She stated that the accounts represented in these total include the Bond Fund, Retirement Fund, Worker's Compensation Fund, Unemployment Trust Fund, Liquid Fuels, Bridge Funds, and special funds for the operation of certain offices and departments with the county. Reserve account spending does not affect county General Fund operating expenses.

Discussion followed.

**Resolution 472-2019:** A resolution approving Introduction of the 2020 General Fund and following Reserve Account Budgets:

- Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 472-2019.

**2020 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN):**

Jennifer Sleppy requested authorization to solicit proposals for a 2020 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN) in an amount up to \$10,000,000.00.

Mrs. Sleppy stated that the request for Tax Anticipation Note borrowing is generally an annual request to finance immediate needs that will be repaid with future tax collections. Borrowed funds are repaid within a year or less and are at a low interest rate.

Commissioner Erb stated that he recommends that Mrs. Sleppy solicit proposals for a non-bank qualified note vs. a bank-qualified note and provided an explanation as to why he is making the recommendation.

Discussion followed.

**Resolution 473-2019:** A resolution approving authorization for Jennifer Sleppy, Finance Director, to solicit proposals for a non-bank qualified 2020 Tax Anticipation Note/Tax Revenue Anticipation Note (TAN/TRAN) in an amount up to \$10,000,000.00.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 473-2019.

**JJAN Financial:**

- a. Nick Sefchok requested approval of a Health Insurance Portability and Accountability Act (HIPAA) Business Associate Agreement between the County of Blair and Deerwalk, Inc., for Release of Protected Health Information (PHI) as required by the Health Insurance Portability and Accountability Act of 1996 (HIPPA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Discussion followed.

**Resolution 474-2019:** A resolution approving a HIPAA Business Associate Agreement between the County of Blair and Deerwalk, Inc., for Release of Protected Health Information (PHI) as required by the Health Insurance Portability and Accountability Act of 1996 (HIPPA) and the Health Information Technology for Economic and Clinical

Health Act (HITECH) to maintain the confidentiality of Protected Health Information (PHI) and Electronic Protected Health Information (ePHI).

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 474-2019.

- b. Nick Sefchok requested approval of a Release of Protected Health Information. Authorization for Magellan Rx Management, LLC, to securely disclose claims detail information to Deerwalk, Inc., for claims utilization analysis of the county's health plan.

Discussion followed.

**Resolution 475-2019:** A resolution approving authorization for Magellan Rx Management, LLC, to securely disclose claims detail information to Deerwalk, Inc., for claims utilization analysis of the county's health plan.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 475-2019.

- c. Nick Sefchok requested approval of a DataSmart Health Solutions Participation Form and Business Associate Agreement between the County of Blair, JJAN Financial Group and DataSmart Health Solutions, summarizing the DataSmart Health Solutions benefit program and HIPAA obligations, effective 01/01/20.

Discussion followed.

**Resolution 476-2019:** A resolution approving a DataSmart Health Solutions Participation Form and Business Associate Agreement between the County of Blair, JJAN Financial Group and DataSmart Health Solutions, summarizing the DataSmart Health Solutions benefit program and HIPAA obligations, effective 01/01/20, pending receipt of revised form and agreement.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 476-2019.

- d. Nick Sefchok requested approval of the Blair County 2020 Funding Option with the Pennsylvania Counties Health Insurance Cooperative (PCHIPC) acknowledging that the County of Blair agrees to set aside approximately \$597,743.00 of their current reserve for the funding model adopted by all PCHIPC members.

Mr. Sefchok stated that the 2020 Funding Option represents 90% of the maximum anticipated utilization to be paid in monthly payments over the calendar year. He stated that the funding option allows for the investment of reserves in a separate interest bearing account for use upon demand should the county's fund balance become depleted.

Discussion followed.

**Resolution 477-2019:** A resolution approving the Blair County 2020 Funding Option with the Pennsylvania Counties Health Insurance Cooperative (PCHIPC) acknowledging that the County of Blair agrees to set aside approximately \$597,743.00 of their current reserve for the funding model adopted by all PCHIPC members.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 477-2019.

- e. Nick Sefchok requested approval of a renewal agreement between the County of Blair and MetLife, for the following employee benefits: Life, Accident, Accidental Death and Dismemberment (AD&D), Short Term Disability (STD) & Employee Assistance Program (EAP); for the plan year of January 1, 2020 to December 31, 2020. Mr. Sefchok stated that the renewal agreement includes a two (2) year rate hold for Life, AD&D and STD and that the EAP increased .01 cent per employee or approximately \$5.00 and that the EAP rate may increase for 2021.

County Administrator Schmitt asked Mr. Sefchok if the plan year-end date is December 31, 2020 or December 31, 2021 since there is a two (2) year rate hold on several of the benefits. Mr. Sefchok clarified that the plan year-end date is December 31, 2021 not December 31, 2020 for Life, AD&D and STD, and that the EAP plan year is January 1, 2020 to December 31, 2020 (only one-1 year).

Discussion followed.

**Resolution 478-2019:** A resolution approving a renewal agreement between the County of Blair and MetLife, for the following employee benefits: Life, Accidental Death and Dismemberment (AD&D), and Short Term Disability (STD) for the plan year of January 1, 2020 to December 31, 2021, and the Employee Assistance Program (EAP) for the plan year of January 1, 2020 to December 31, 2020.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 478-2019.

- f. Nick Sefchok requested approval for the adoption of the County of Blair Employee Benefit Plan prepared by JJAN Financial effective January 1, 2020.

Discussion followed.

**Resolution 479-2019:** A resolution approving the adoption of the County of Blair Employee Benefit Plan prepared by JJAN Financial effective January 1, 2020.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 479-2019.

**Southern Alleghenies Planning and Development Commission:**

- a. County Administrator Schmitt requested approval of a Chief Elected Officials and Fiscal Agent Agreement between the Elected Commissioners of the Counties of Bedford, Blair, Cambria, Fulton, Huntingdon and Somerset, Pennsylvania, (the “Chief Elected Officials”), and Southern Alleghenies Planning and Development Commission (SAP&DC), [establishing a Workforce Development Board (WDB)], to oversee programs funded under the Workforce Investment Act (WIA), within the Southern Alleghenies Region; and to appoint the Commission as their Fiscal Agent under the Workforce Investment Act (WIA).
- b. County Administrator Schmitt requested approval of an Agreement between the Local Elected Officials (LEOs) of the Counties of Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset, Pennsylvania, acting collectively as the Southern Alleghenies Planning and Development Commission (SAP&DC), and the Southern Alleghenies Workforce Development Board (WDB), establishing a WDB duly appointed by the LEO, to provide policy guidance and oversight with respect to job training for the local Workforce Development Area.

County Administrator Schmitt briefly provided some information on the Workforce Development Board and stated that the state and federal governments require that the agreements be set into place. She stated that Solicitor Karn has reviewed the agreements.

Discussion followed.

**Resolution 480-2019:** A resolution approving **1)** a Chief Elected Officials and Fiscal Agent Agreement between the Elected Commissioners of the Counties of Bedford, Blair, Cambria, Fulton, Huntingdon and Somerset, Pennsylvania, (the “Chief Elected Officials”), and Southern Alleghenies Planning and Development Commission (SAP&DC), [establishing a Workforce Development Board (WDB)], to oversee programs funded under the Workforce Investment Act (WIA), within the Southern Alleghenies Region; and to appoint the Commission as their Fiscal Agent under the Workforce Investment Act (WIA), and **2)** an Agreement between the Local Elected Officials (LEOs) of the Counties of Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset, Pennsylvania, acting collectively as the Southern Alleghenies Planning and Development Commission (SAP&DC), and the Southern Alleghenies Workforce Development Board (WDB), establishing a WDB duly appointed by the LEO, to provide policy guidance and oversight with respect to job training for the local Workforce Development Area.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 480-2019.

**Blair County Department of Emergency Services:**

- a. Mark Taylor requested approval for ratification of the submission of a 2019 Statewide Interconnectivity Funding Grant Application by the County of Blair, Department of Emergency Services, on behalf of the Southern Alleghenies 911 Cooperative (SAC), in the total amount of \$1,572,249.79, for the Regional CAD Server, CPE Hardware Refresh, Call Protocol Software Solution and ESINet Battery Replacement Projects for the period

of March 1, 2020 through September 30, 2020, and for authorization to submit the application on behalf of the county.

Mark Taylor provided a brief outline of the projects included in the grant application. He stated that the projects are slated to be completed by the end of calendar year 2020.

Discussion followed.

**Resolution 481-2019:** A resolution approving ratification of the submission of a 2019 Statewide Interconnectivity Funding Grant Application by the County of Blair, Department of Emergency Services, on behalf of the Southern Alleghenies 911 Cooperative (SAC), in the total amount of \$1,572,249.79, for the Regional CAD Server, CPE Hardware Refresh, Call Protocol Software Solution and ESINet Battery Replacement Projects for the period of March 1, 2020 through September 30, 2020, and for authorization to submit the application on behalf of the county.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 481-2019.

- b. Mark Taylor requested approval for ratification of a proposal under the Master Lease Agreement between the County of Blair, Department of Emergency Services/911E Center and Doing Better Business for the lease of one (1) Ricoh IM C3000 Color MFP, copy, print, scan, fax machine, in the amount of \$237.45 per month for sixty (60) months. Agreement includes 3,500 black and white pages and 1,250 color pages monthly and overage charges in the amounts of \$0.007 per black and white excess page and \$0.049 per color excess page, and authorization to accept the proposal on behalf of the county.

Discussion followed.

**Resolution 482-2019:** A resolution approving ratification of a proposal under the Master Lease Agreement between the County of Blair, Department of Emergency Services/911E Center and Doing Better Business for the lease of one (1) Ricoh IM C3000 Color MFP, copy, print, scan, fax machine, in the amount of \$237.45 per month for sixty (60) months. Agreement includes 3,500 black and white pages and 1,250 color pages monthly and overage charges in the amounts of \$0.007 per black and white excess page and \$0.049 per color excess page, and authorization to accept the proposal on behalf of the county.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 482-2019.

**Blair County Assessment Office:**

DeAnna Heichel requested approval of a Cost Sharing Agreement between the County of Blair, Logan Township and the Altoona Area School District for appraisal consulting services rendered for the appeals to the Court of Common Pleas by Logan Valley Realty, LLC, et. al. with said Taxing Authorities to pay a share of costs based upon respective millage rates for the 2019 tax year as follows: County 34%; Logan Township 12% and the Altoona Area School District 54%.

Ms. Heichel stated that Solicitor Karn reviewed the agreement. She stated that the total cost of the appraisal consulting services rendered for the appeals was \$2,500.00 and that the county's share equals \$850.00.

Discussion followed.

**Resolution 483-2019:** A resolution approving a Cost Sharing Agreement between the County of Blair, Logan Township and the Altoona Area School District for appraisal consulting services rendered for the appeals to the Court of Common Pleas by Logan Valley Realty, LLC, et. al. with said Taxing Authorities to pay a share of costs based upon respective millage rates for the 2019 tax year as follows: County 34%; Logan Township 12% and the Altoona Area School District 54%.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 483-2019.

**Blair County Department of Social Services:**

- a. Jim Hudack requested approval for the submission of the 2019 Notification for Opting Out of Assisted Outpatient Treatment for calendar year 2020 to the Pennsylvania Department of Human Services.

Mr. Hudack stated that this is a required annual submission to the Pennsylvania Department of Human Services pursuant to Section 301(c) of the Mental Health Procedures Act

(MHPA) notifying them that the county will not provide Assisted Outpatient Treatment for calendar year 2020. He stated that to-date none of Pennsylvania's sixty-seven (67) counties has opted to provide this treatment.

**Resolution 484-2019:** A resolution approving submission of the 2019 Notification for Opting Out of Assisted Outpatient Treatment for calendar year 2020 to the Pennsylvania Department of Human Services.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 484-2019.

- b. Mr. Hudack requested approval of a FY 19/20 contract amendment between the County of Blair and Health, Opportunity, Purpose and Empowerment (HOPE), Inc., adding language to the contract that protects excess funds in the event of dissolution by the Board of Directors of HOPE Drop In.

Mr. Hudack stated that Solicitor Karn has reviewed the amendment.

**Resolution 485-2019:** A resolution approving a FY 19/20 contract amendment between the County of Blair and Health, Opportunity, Purpose and Empowerment (HOPE), Inc., adding language to the contract that protects excess funds in the event of dissolution by the Board of Directors of HOPE Drop In.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 485-2019.

- c. Trina Illig requested approval for the submission of the 2019 Pennsylvania Affordability and Rehabilitation Enhancement (PHARE) Funds Grant Application to the Pennsylvania Housing Finance Agency (PHFA), in the proposed amount of \$190,000.00 as follows:

- Housing Assistance Program \$ 50,000.00
- Water & Sewer Program \$100,000.00
- 1911 12<sup>th</sup> Avenue Carriage House Renovations \$ 40,000.00

Discussion followed.

**Resolution 486-2019:** A resolution approving submission of the 2019 Pennsylvania Affordability and Rehabilitation Enhancement (PHARE) Funds Grant Application to the Pennsylvania Housing Finance Agency (PHFA), in the proposed amount of \$190,000.00 as follows:

- Housing Assistance Program \$ 50,000.00
- Water & Sewer Program \$100,000.00
- 1911 12<sup>th</sup> Avenue Carriage House Renovations \$ 40,000.00

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 486-2019.

**Blair County Prison Laundry Roof:**

Rocky Greenland presented discussion concerning quotes received for the prison laundry roof repairs.

Mr. Greenland stated that he obtained the following four (4) quotes:

- TRS Roofing \$7,900.00
- American Roofing \$6,300.00
- JM Young & Sons \$5,660.00 plus \$1,580.00 additional to install ½" Isogard HD on the inside and top of the wall if the tar substance cannot be removed from the wall or if the existing brick masonry is in bad shape.
- Blair Roofing \$4,100.00

Mr. Greenland requested that the board consider accepting the quotes received and awarding to Blair Roofing, in the total amount of \$4,100.00.

Discussion followed.

**Resolution 487-2019:** A resolution approving the acceptance of quotes received for the prison laundry roof repairs as listed below, and awarding of quote to Blair Roofing, in the total amount of \$4,100.00:

- TRS Roofing \$7,900.00

- American Roofing \$6,300.00
- JM Young & Sons \$5,660.00 plus \$1,580.00 additional to install ½” Isogard HD on the inside and top of the wall if the tar substance cannot be removed from the wall or if the existing brick masonry is in bad shape.
- Blair Roofing \$4,100.00

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 487-2019.

**Blair County Human Resources:**

Miss Swigart presented discussion concerning a quote received from PMA Management Group to perform third party administrative and risk services for the County of Blair’s Workers’ Compensation Self-Insurance Program.

Miss Swigart provided a brief summary of a (3) three-year quote received from PMA Management Group for calendar years 2020, 2021 and 2022, for third party administrative and risk services for the county’s workers’ compensation self-insurance program.

Miss Swigart stated that the expense for these services are included in the 2020 budget as a lump-sum figure for all expenses associated with administration of the county’s self-insured workers’ compensation (e.g., claims adjudication, medical bills and third party administrator) program.

Miss Swigart requested that the board consider approval today in order to allow sufficient notification to the current service provider of termination of services.

Discussion followed.

**Resolution 488-2019:** A resolution approving a three-year (3) quote received from PMA Management Group for calendar years 2020, 2021 and 2022, for third party administrative and risk services for the County of Blair’s Workers’ Compensation Self-Insurance Program.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 488-2019.

**Blair County Park and Recreation:**

- Commissioner Beam requested approval for ratification of Change Order No. 1, received from McClellan Excavating, Inc., in the amount of \$4,851.00, for topsoil and spreading, for the Valley View Park Drainage and Grading Project, increasing the original contract amount from \$6,800.00 to \$11,651.00.

Commissioner Beam stated that the original quote received from McClellan Excavating was in the amount of \$6,800.00, however, there was a need for additional topsoil and spreading in order to complete the project. He stated that Change Order No. 1 is in the increased amount of \$4,851.00.

Discussion followed.

- Commissioner Beam requested approval for payment of Application #1 (final) received from McClellan Excavating, Inc., in the total amount of \$11,651.00, for the Valley View Drainage and Grading Project.

Discussion followed.

**Resolution 489-2019:** A resolution approving ratification of Change Order No. 1, received from McClellan Excavating, Inc., in the amount of \$4,851.00, for topsoil and spreading, for the Valley View Park Drainage and Grading Project, increasing the original contract amount from \$6,800.00 to \$11,651.00; and approval for payment of Application #1 (final) received from McClellan Excavating, Inc., in the total amount of \$11,651.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 489-2019.

**1875 Courtroom, 1906 Courtroom and Lawyer’s Lobby Seating:**

Commissioner Tomassetti presented discussion concerning a quote received from Pennsylvania Correctional Industries (PCI) for cushions for all refurbished seating in the 1875 Courtroom and Lawyer’s Lobby in the amount of \$2,829.75, \$603.68 for 1875 Courtroom Jury Box chairs, \$2,619.12 for public seating (benches) in the 1906 Courtroom and acrylic desk covers for 1875 courtroom furniture in the amount of \$1,968.29, for a total quoted amount of \$8,020.84.

Discussion followed.

**Resolution 490-2019:** A resolution approving a quote received from Pennsylvania Correctional Industries (PCI) for cushions for all refurbished seating in the 1875 Courtroom and Lawyer's Lobby in the amount of \$2,829.75, \$603.68 for 1875 Courtroom Jury Box chairs, \$2,619.12 for public seating (benches) in the 1906 Courtroom and acrylic desk covers for 1875 courtroom furniture in the amount of \$1,968.29, for a total quoted amount of \$8,020.84.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 490-2019.

**Sheriff's Office:**

Assistant County Administrator Hemminger requested approval of an agreement between the County of Blair on behalf of Blair County Sheriff's Office and All American Calendar to gather sponsors and collect funds to produce a 2020 magnet calendar to benefit the Sheriff's K-9 Fund at no cost to the county. All American Calendar will donate \$500.00 to the fund at the close of the project or by December 1, 2019.

Mrs. Hemminger provided a summary of the responsibilities of the Sheriff's Office that fall under the agreement for the production of a 2020 magnet calendar benefiting the Sheriff's K-9 Fund. She stated that there is no cost to the county and that Solicitor Karn has reviewed the agreement.

Solicitor Karn stated that he does not understand the wording of the last paragraph in the agreement where it states that All American Calendar will donate an additional \$500.00 to the fund. He stated that if this is in reality an additional \$500.00, then the agreement should be reciting what has already been donated. He stated that he has not received clarification of this wording as he had requested.

Discussion followed.

The board requested that this item be placed on a future agenda when Sheriff Ott can be present to further discuss the project agreement.

**ADJOURN:**

Meeting Adjourned,

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Helen P. Schmitt, County Administrator