

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, NOVEMBER 19, 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, NOVEMBER 12, 2019**
5. **EXECUTIVE SESSION**
6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **CONSENT AGENDA**

Resolution 491-2019:

- a. Payment of four (4) Warrant Lists dated November 18, 2019, in the amounts of \$58,287.35 #191119CY, \$448,716.66 #191119TL, \$131,083.58 #191119SS and \$33,409.64 #191120TL, which include payment of the following invoices:
 - JJ Keller Family Limited, in the amount of \$1,975.00, for CYF December 2019 rent.
 - Keller Engineers, Inc., three (3) invoices in the amounts of \$7,256.00, \$4,472.90 and \$19,705.74.
- b. Ratification of one (1) Warrant Lists dated November 12, 2019, in the amount of \$29,304.17 #191001D; two (2) dated November 13, 2019, in the amounts of \$481.65 #191113EL; and \$50,328.53 #191112AS and one (1) dated November 14, 2019, in the amount of \$180.00 #191114EL.
- c. **2019 Budget Transfer:** Professional Service Invoices for a sealed case.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 Contingency	\$10,000.000	1160-44030 Court Professional Services
- d. **2019 Budget Transfer:** As follows:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 Contingency	\$ 3,325.00	44122-46050-911 (911 email migration)
01101GCO-41999 Contingency	\$40,000.00	01152-44120-Coroner (Autopsy Expense Budget)
01153-46070 Prothonotary	\$10,000.00	36101-46070-Capital Reserve (Carpet purchase 2020)
- e. **Resignations:** Amanda L. Partner, PT, Seasonal Employee, Fort Roberdeau, \$10.00/hr., effective 10/19/19; Janet L. McQuay, FT, Enforcement Specialist, Domestic Relations, \$10.05/hr., effective 11/12/19; Claudia J. Beeney, PT, Clerk Typist I, Prothonotary, Juvenile Clerk of Courts, \$10.00/hr., effective 11/12/19; Bradley J. Welles, FT, Caseworker II, CYF, \$33,138.30/yr., effective 11/15/19; and Larissa A. Smithbower, PT, Telecommunicator, 911 Center, \$14.32/hr., effective 11/12/19.

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. **ABCD Corp:**

Discussion concerning a LERTA extension.

B. **Tax Claim:**

- a. Requesting approval of a Purchase Agreement between the County of Blair and Harris/InfoCon Corporation for Electronic Certified Mail Services, in the monthly amount of \$272.25, for the period of January 1, 2020 through December 31, 2021.
- b. Requesting approval of a Print Services Agreement between the County of Blair and Harris/InfoCon Corporation for printing and mailing of Tax Claim Notices, in the annual amount of \$10,531.00, for the period of January 1, 2020 through December 31, 2021.

C. **Department of Social Services:**

- a. Requesting approval of a Disbursement of Affordable Housing Trust Funds in the amount of \$18,013.96 to be used for Housing Rehabilitation for low income Blair County Residents as needed.
- b. Requesting approval for the acceptance of the conditional award of FY 2019 Home Program Funds from the Pennsylvania Department of Community and Economic Development (DCED) in the amount of \$250,000.00 to support the Owner-Occupied Housing Rehabilitation Program.

D. **Blair County Department of Emergency Services:**

- a. Requesting approval of the FFY 19/20 Hazardous Materials Respond Fund (HMRF) grant agreement between the County of Blair, Department of Emergency Services and the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$18,742.86 for the period of July 1, 2019 through June 30, 2020, to support the normal operating activities of the Local Emergency Planning Committee (LEPC) and the county hazardous materials response fund.

- b. Requesting approval of a Facility Event Agreement between the County of Blair, Blair County Emergency Management Agency and the Blair County Convention Center for use of Ballroom 1-2, including meal, to conduct the county-wide Fall Exercise on December 3, 2019, in the total amount not to exceed \$2,000.00, with costs being paid from the Hazardous Materials Respond Fund (HMRF), using the Hazardous Materials Emergency Preparedness Grant (HMEP) to be reimbursed at 80%.
- c. Requesting approval of a quote received from New World for Web Computer Aided Dispatch (CAD) Monitoring Services, in the amount of \$580.00. This service will provide CAD view access for police, fire, and EMS responders reporting and record keeping.
- d. Requesting approval of a ESINet Monitoring Agreement between the County of Blair, Department of Emergency Services and ComPros, Inc., for 24/7 emergency response for the ESINet Microwave Links/M.P.L.S. Network, in the total amount of \$209,964.00 for a five (5) year period (2018- \$40,500.00, 2019 - \$40,500.00, 2020 - \$41,724.00, 2021- \$42,972.00, 2022 - \$44,268.00). The total cost is covered under the Statewide Connectivity Grant.
- e. Requesting approval of a quote received from ComPros for the purchase of a new generator for the Blue Knob Tower Site, in the total amount of \$6,015.00. Price includes freight, removal of old generator and installation of new generator.

E. Blair County Children, Youth and Families:

- a. Requesting approval of a new FY 18/19 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Pentz Run Youth Services, Inc.
- b. Requesting approval of six (6) FY 18/19 Purchase of Service Agreements (renewal agreements) between the County of Blair, Blair County Children, Youth and Families and the following agencies:
 - Outside in School of Experimental Education
 - Centre County Youth Service Bureau
 - Merakey
 - Alternative Living Solutions
 - Community Service Foundation, Inc.
 - Pressley Ridge
- c. Requesting approval of a FY 19/20 Purchase of Service Agreement (renewal agreement) between the County of Blair, Blair County Children, Youth and Families and Kids First.

F. Human Resources:

Requesting approval of a Memorandum of Understanding (MOU) between the County of Blair and United Mine Workers' of America (UMWA) Residual Unit for the period of January 1, 2019 through December 31, 2021, to document an alternative work schedule for the Tax Claim Administrator Incumbent, not setting any precedent.

G. Court Administration:

Requesting approval of a quote received from CDW-G, in the amount of \$501.59 for hardware needed for a Wireless Bridge between Magisterial District Court 24-3-03 (MDJ Paula M. Aigner) and the Courthouse.

H. Legal Services:

Requesting approval of the following hourly rates received from Campbell Durrant, P.C. for labor counsel services provided to the county, effective January 1, 2020:

- Principals \$205.00 per hour
- Senior Associates \$180.00 per hour
- Associates \$170.00 per hour
- Paralegals and Law Clerks \$130.00 per hour

I. Chief Clerk/County Administrator:

Authorization to appoint Nicole M. Hemminger as Chief Clerk/County Administrator to the Commissioners of the County of Blair, effective January 4, 2020.

10. **OLD BUSINESS**

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.

11. **ADJOURN**

WORK SESSION: TUESDAY, NOVEMBER 19, 2019, 10:00 A.M.:

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

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

Others Present: Erin Franks (CYF), Dom Cuzzolina (Morrison's Cove Herald), Mark Taylor and Cris Fredrickson (911/EMA), Jenn Sleppy and Sarah Chuff (Finance), Rocky Greenland (Public Works), James Ott and Chris Tatar (Sheriff's Office), Angela Wagner and A. C. Stickel (Controller's Office), Joseph Zolna (Public), Kay Stephens (Altoona Mirror), Pat Miller (ABCD Corporation), Katherine Swigart and Robin Gindlesperger (Human Resources), Laura and Thomas Burke (Public), Shelley Berry and Polly Cardone (Tax Claim), Janice Meadows (Court Administration), Trina Illig (Social Services), Patrick Young (Veterans' Affairs), 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, NOVEMBER 12, 2019:

Commissioner Erb called for corrections or changes to the minutes of Tuesday, November 12, 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.

EXECUTIVE SESSION:

County Administrator Schmitt stated that she, Labor Counsel (Attorney Clark and Attorney Baker), Commissioners, Human Resource Director and Human Resource Manager, met in Executive Session at 10:00 a.m. Monday, November 18, 2019 to discuss a personnel matter concerning an individual employee.

PUBLIC COMMENT:

Commissioner Erb called for public comment.

Veterans Affairs Director, Patrick Young voiced his disapproval and concerns of the county's hiring process as a result of the Board's recommendation for the appointment of Nicole Hemminger to the position of Chief Clerk/County Administrator, effective January 4, 2020 following the retirement of current Chief Clerk/County Administrator Helen Schmitt.

COMMISSIONERS COMMENTS:

Commissioner Erb called for commissioners comments:

Commissioner Tomassetti shared with those in attendance several photos of clogged and deteriorated pipes that were removed from the restrooms located on the 2nd floor of the historical side of the courthouse and replaced.

Commissioner Tomassetti extended a thank you to the Public Works Director, Rocky Greenland and county staff for their efforts on completing this project.

Commissioner's Beam and Erb – no comments noted.

CONSENT AGENDA:

Resolution 491-2019:

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- e. **Resignations:** Amanda L. Partner, PT, Seasonal Employee, Fort Roberdeau, \$10.00/hr., effective 10/19/19; Janet L. McQuay, FT, Enforcement Specialist, Domestic Relations, \$10.05/hr., effective 11/12/19; Claudia J. Beene, PT, Clerk Typist I, Prothonotary, Juvenile Clerk of Courts, \$10.00/hr., effective 11/12/19; Bradley J. Welles, FT, Caseworker II, CYF, \$33,138.30/yr., effective 11/15/19; and Larissa A. Smithbower, PT, Telecommunicator, 911 Center, \$14.32/hr., effective 11/12/19.

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of invoices to JJ Keller Family Limited and Keller Engineers, Inc.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 491-2019 with abstentions as noted.

STAFF REPORTS & SPECIAL BUSINESS:

ABCD Corp:

Pat Miller presented discussion concerning the Local Economic Revitalization Tax Assistance (LERTA) designation extension.

Mr. Miller stated that in December 2014 the county adopted Ordinance 7-14 which identified a certain deteriorated area within the corporate limits of the county as being eligible for LERTA designation. He stated that the eligible location is within the City of Altoona and that the term of the LERTA was for a five (5) year period that is due to expire in December 2019.

Mr. Miller stated that for the first year for which improvements would otherwise be taxable, one hundred (100%) percent of the eligible assessment would be exempted; and for the second year eighty (80%) percent; third year sixty (60%) percent; fourth year forty (40%) percent; fifth year twenty (20%) percent; and after the fifth year, the exemption would terminate.

Mr. Miller stated that it remains in the best interests of the city and county to continue providing the tax incentives for the rehabilitation and development of qualified business property. He stated that the continuation of the incentive will further encourage revitalization and development within the deteriorated area and will provide huge benefits for all concerned.

Mr. Miller stated that both the Altoona Area School District and the City of Altoona at recent meetings have approved the extension of the LERTA designation for an additional five (5) year period.

Discussion followed.

Resolution 492-2019: Approving authorization to advertise for an Ordinance amending Ordinance 7-14 in order to extend the LERTA designation in Ordinance 7-14 an additional five (5) years until December 1, 2024.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 492-2019.

Tax Claim:

- Polly Cardone requested approval of a Purchase Agreement between the County of Blair and Harris/InfoCon Corporation for Electronic Certified Mail Services, in the monthly amount of \$272.25, for the period of January 1, 2020 through December 31, 2021.
- Polly Cardone requested approval of a Print Services Agreement between the County of Blair and Harris/InfoCon Corporation for printing and mailing of Tax Claim Notices, in the annual amount of \$10,531.00, for the period of January 1, 2020 through December 31, 2021.

Mrs. Cardone stated that both the Purchase Agreement for Electronic Certified Mail Services and the Print Services Agreement are annual submission requests. She stated that Solicitor Karn has reviewed the agreements.

Mrs. Cardone stated that the monthly amount for Electronic Certified Mail Services remains the same as last year and that the annual amount for Print Services is less than last year.

Resolution 493-2019: A resolution approving a Purchase Agreement between the County of Blair and Harris/InfoCon Corporation for Electronic Certified Mail Services, in the monthly amount of \$272.25; and a Print Services Agreement between the County of Blair and Harris/InfoCon Corporation for printing and mailing of Tax Claim Notices, in the annual amount of \$10,531.00. Both agreements are for the period of January 1, 2020 through December 31, 2021.

Motion by Commissioner Tomasseti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 493-2019.

Department of Social Services:

- a. Trina Illig requested approval of a Disbursement of Affordable Housing Trust Funds in the amount of \$18,013.96 to be used for Housing Rehabilitation for low income Blair County Residents as needed.

Mrs. Illig stated that the Affordable Housing Trust Fund was created to provide an alternative way for county government to generate revenue to assist residents with purchasing or renting quality residential housing. She stated that the county was able to recapture \$18,013.96 from housing rehabilitation matching funds combined with other grants on residences that were sold before the expiration period of the lien.

Mrs. Illig stated that the recaptured funds were deposited into the Affordable Housing Trust Fund with the intent that the funds would be used for housing rehabilitation for low-income county residents. She asked that the Board consider approving the disbursement of funds request to be used for that purpose.

Resolution 494-2019: A resolution approving of a Disbursement of Affordable Housing Trust Funds in the amount of \$18,013.96 to be used for Housing Rehabilitation for low income Blair County Residents as needed.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 494-2019.

- b. Trina Illig requested approval for the acceptance of the conditional award of FY 2019 Home Program Funds from the Pennsylvania Department of Community and Economic Development (DCED) in the amount of \$250,000.00 to support the Owner-Occupied Housing Rehabilitation Program.

Mrs. Illig stated the county has received notification that DCED will award \$250,000.00 to the county to be used to support the Owner-Occupied Housing Rehabilitation Program. However, she stated that the award of these funds is conditioned upon the submission of an Environmental Review and final approval from DCED.

Mrs. Illig stated that the environmental review process is required for all HUD-assisted projects to ensure that the proposed project does not negatively affect the surrounding environment and that the property itself will not have any environmental or adverse health effects.

Mrs. Illig stated that the Environmental Review must be submitted to DCED within sixty (60) days or the funds will be in jeopardy of being lost. She stated that DCED would not execute a contract until the environmental review is performed and it receives DCED's final approval.

Resolution 494a: A resolution approving the acceptance of the conditional award of FY 2019 Home Program Funds from the Pennsylvania Department of Community and Economic Development (DCED) in the amount of \$250,000.00 to support the Owner-Occupied Housing Rehabilitation Program, and authorization to advertise under procedures of the Environmental Review Process.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 494a-2019.

Blair County Department of Emergency Services:

- a. Cris Fredrickson requested approval of the FFY 19/20 Hazardous Materials Respond Fund (HMRF) grant agreement between the County of Blair, Department of Emergency Services and the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$18,742.86 for the period of July 1, 2019 through June 30, 2020, to support the normal operating activities of the Local Emergency Planning Committee (LEPC) and the county hazardous materials response fund.

Mrs. Fredrickson stated that grant agreement is for the period of July 1, 2019 through June 30, 2020, and in order to finalize the agreement the eSignature process must be completed by the commissioners.

Resolution 495-2019: A resolution approving the FFY 19/20 Hazardous Materials Respond Fund (HMRF) grant agreement between the County of Blair, Department of Emergency Services and the Pennsylvania Emergency Management Agency (PEMA) in the amount of \$18,742.86 for the period of July 1, 2019 through June 30, 2020, to support the normal operating activities of the Local Emergency Planning Committee (LEPC) and the county hazardous materials response fund.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 495-2019.

- b. Cris Fredrickson requested approval of a Facility Event Agreement between the County of Blair, Blair County Emergency Management Agency and the Blair County Convention Center for use of Ballroom 1-2, including meal, to conduct the county-wide Fall Exercise on December 3, 2019, in the total amount not to exceed \$2,000.00, with costs being paid from the Hazardous Materials Respond Fund (HMRF), using the Hazardous Materials Emergency Preparedness Grant (HMEP) to be reimbursed at 80%.

Mrs. Fredrickson stated that this is an annual request to conduct the countywide fall exercise. She stated that Solicitor Karn has reviewed the agreement and that the cost is 80% reimbursable with HMEP grant funds and the remaining 20% with Act 165 funds. The total amount is not to exceed \$2000.00.

Resolution 496-2019: A resolution approving a Facility Event Agreement between the County of Blair, Blair County Emergency Management Agency and the Blair County Convention Center for use of Ballroom 1-2, including meal, to conduct the county-wide Fall Exercise on December 3, 2019, in the total amount not to exceed \$2,000.00, with costs being paid from the Hazardous Materials Respond Fund (HMRF), using the Hazardous Materials Emergency Preparedness Grant (HMEP) to be reimbursed at 80%.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 496-2019.

- c. Mark Taylor presented discussion concerning a quote received from New World for Web Computer Aided Dispatch (CAD) Monitoring Services, in the amount of \$580.00. This service will provide CAD view access for police, fire, and EMS responders reporting and record keeping.

Mr. Taylor stated that the quote is pending further review by the county's IT Department.

No further discussion followed.

- d. Mark Taylor requested approval of an ESINet Monitoring Agreement between the County of Blair, Department of Emergency Services and ComPros, Inc., for 24/7 emergency response for the ESINet Microwave Links/M.P.L.S. Network, in the total amount of \$209,964.00 for a five (5) year period (2018- \$40,500.00, 2019 - \$40,500.00, 2020 - \$41,724.00, 2021- \$42,972.00, 2022 - \$44,268.00). The total cost is covered under the Statewide Connectivity Grant.

Discussion followed.

Resolution 497-2019: A resolution approving a ESINet Monitoring Agreement between the County of Blair, Department of Emergency Services and ComPros, Inc., for 24/7 emergency response for the ESINet Microwave Links/M.P.L.S. Network, in the total amount of \$209,964.00 for a five (5) year period (2018- \$40,500.00, 2019 - \$40,500.00, 2020 - \$41,724.00, 2021- \$42,972.00, 2022 - \$44,268.00). The total cost is covered under the Statewide Connectivity Grant.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 497-2019.

- e. Mark Taylor requested approval of a quote received from ComPros for the purchase of a new generator for the Blue Knob Tower Site, in the total amount of \$6,015.00. Price includes freight, removal of old generator and installation of new generator.

Mr. Taylor stated that the request is of an urgent nature as the current generator at the Blue Knob Tower Site is out of service. He stated that funds are available in the current budget to cover the expense.

Discussion followed.

Resolution 498-2019: A resolution approving a quote received from ComPros for the purchase of a new generator for the Blue Knob Tower Site, in the total amount of \$6,015.00. Price includes freight, removal of old generator and installation of new generator.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 498-2019.

Blair County Children, Youth and Families:

- a. Erin Franks requested approval of a new FY 18/19 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Pentz Run Youth Services, Inc.

Ms. Franks stated that this agreement was new for FY 18/19 and that she does not anticipate renewing a contract for FY 19/20.

Discussion followed.

Resolution 499-2019: A resolution approving a new FY 18/19 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Pentz Run Youth Services, Inc.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 499-2019.

- b. Erin Franks requested approval of six (6) renewal FY 18/19 Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:

- Outside in School of Experimental Education
- Centre County Youth Service Bureau
- Merakey
- Alternative Living Solutions
- Community Service Foundation, Inc.
- Pressley Ridge

Ms. Franks stated that all agency rates remained the same as last year with the exception of Community Service Foundation, Inc., who is requesting a 3%-6% rate increase.

Discussion followed.

Resolution 500-2019: A resolution approving six (6) renewal FY 18/19 Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:

- Outside in School of Experimental Education
- Centre County Youth Service Bureau
- Merakey
- Alternative Living Solutions
- Community Service Foundation, Inc.
- Pressley Ridge

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 500-2019.

- c. Erin Franks requested approval of a renewal FY 19/20 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Kids First.

Ms. Franks stated that the rates remain the same as last year and that the total cost varies based on the number of children and the number of days at the facility.

Resolution 501-2019: A resolution approving a renewal FY 19/20 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Kids First.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 501-2019.

Human Resources:

Katherine Swigart requested approval of a Memorandum of Understanding (MOU) between the County of Blair and United Mine Workers' of America (UMWA) Residual Unit for the period of January 1, 2019 through December 31, 2021, to document an alternative work schedule for the Tax Claim Administrator Incumbent, not setting any precedent.

Miss Swigart stated that an alternative work schedule is necessary for the effective and efficient function of the Tax Claim Office and that the employee, supervisor and commissioners are not opposed to the request of an alternative work schedule.

Miss Swigart stated that because the alternative work schedule creates a conflict with the UMWA Residual Unit Contract, an MOU between the County and UMWA is necessary and clarifies that this alternative work schedule does not set a precedent as to any other UMWA position.

Discussion followed.

Resolution 502-2019: A resolution approving a Memorandum of Understanding (MOU) between the County of Blair and United Mine Workers' of America (UMWA) Residual Unit for the period of January 1, 2019 through December 31, 2021, to document an alternative work schedule for the Tax Claim Administrator Incumbent, not setting any precedent.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 502-2019.

Court Administration:

Janice Meadows requested approval of a quote received from CDW-G, in the amount of \$501.59 for hardware needed for a Wireless Bridge between Magisterial District Court 24-3-03 (MDJ Paula M. Aigner) and the Courthouse.

Mrs. Meadows stated that the agenda write up is missing the request for approval of a quote received from Server Supply for Hardware in the amount of \$1,222.65.

Since there was an addition to the agenda, Commissioner Erb called for Public Comment. There were no comments noted.

Mrs. Meadows stated that the quotes received are for needed hardware to create a wireless bridge between MDJ Aigner's office and the courthouse. She stated that the addition of this wireless bridge is the same technology used to connect the Highway Yard and the Adult Parole Satellite Office to the courthouse, and will provide improved security for the MDJ office because of the tie in to the courthouse systems.

Mrs. Meadows stated that she and Don Weakland have an estimated total project cost of \$7,613.00. The two quotes before the commissioners today are items that need to be ordered per the IT Department before Empire will provide the county with a quote for additional system set-up.

Mrs. Meadows stated that the estimated project total is \$7,613.00. She stated the cost breakdown is as follows:

- Total IT Hardware \$1,724.24
- Estimated Empire quote (w/contingency) +\$5,888.76
- Estimated Project Total \$7,613.00

Mrs. Meadows stated that the project total is reimbursable by the Administrative Office of PA Courts (AOPC) in an amount up to \$7,613.00.

Resolution 503-2019: A resolution approving a quote received from CDW-G, in the amount of \$501.59 for hardware needed for a Wireless Bridge between Magisterial District Court 24-3-03 (MDJ Paula M. Aigner) and the Courthouse.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 503-2019.

Legal Services:

County Administrator Schmitt requested approval of the following hourly rates received from Campbell Durrant, P.C. for labor counsel services provided to the county, effective January 1, 2020:

- Principals \$205.00 per hour

- Senior Associates \$180.00 per hour
- Associates \$170.00 per hour
- Paralegals and Law Clerks \$130.00 per hour

Mrs. Schmitt stated that Campbell Durrant, P.C. provides labor counsel services to the county for prison related issues. She stated that the 2019 rates are increasing by \$15.00 per hour for all services effective January 1, 2020.

Resolution 504-2019: A resolution approving the hourly rates received from Campbell Durrant, P.C. for labor counsel services provided to the county, effective January 1, 2020:

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 504-2019.

Chief Clerk/County Administrator:

Commissioner Erb requested authorization to appoint Nicole M. Hemminger as Chief Clerk/County Administrator to the Commissioners of the County of Blair, effective January 4, 2020.

Commissioner Tomassetti read an email that was received by County Administrator Schmitt yesterday from Vince Greenland, Assistance Director of Design Services of PennDOT. The email contents acknowledged Nicole's exemplary efforts, customer service and professional skills shown to PennDot staff when working with them on the Bridge #10/Friesville Replacement Project.

The board extended congratulations to Nicole on receiving the compliments from PennDOT. The also extended congratulations to her on the appointment as Chief Clerk/County Administrator.

Resolution 505-2019: A resolution approving authorization to appoint Nicole M. Hemminger as Chief Clerk/County Administrator to the Commissioners of the County of Blair, effective January 4, 2020.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 505-2019.

OLD BUSINESS:

Sheriff's Office:

Sheriff Ott 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.

Discussion followed.

Resolution 506-2019: A resolution approving 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.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 506-2019.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt, County Administrator