

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT, NEW ADDITION
TUESDAY, FEBRUARY 4, 2020, 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, JANUARY 28, 2020**
5. **EXECUTIVE SESSION ANNOUNCEMENT**
6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **CONSENT AGENDA**

Resolution 62-2020:

- a. Payment of four (4) Warrant Lists dated February 3, 2020, in the amounts of \$17,789.52 #200204CY; \$388,684.76 #200204MW; \$38,584.51 #200204SS and \$10,245.43 #200204CO, which include payment of the following invoices:
 - UPMC Altoona, in the total amount of \$26,133.91.
- b. Ratification of one (1) Warrant List dated January 28, 2020, in the amount of \$2,719.62 #200128FS.
- c. Ratification of one (1) Warrant List dated January 31, 2020, in the amount of \$46,218.37 #200131HR.
- d. Ratification of Miscellaneous Payroll for the Check dated January 2, 2020, in the total amount of \$8,985.84.
- e. Ratification of Miscellaneous Payroll for the Check dated January 16, 2020, in the total amount of \$4,498.59.
- f. Ratification of Total Payroll for the Check dated January 30, 2020, in the total amount of \$783,038.00.
- g. Ratification of the Collective Bargaining Agreement (CBA) between the County of Blair and PSSU, SEIU Local 668, Court Related Professionals, Assistant District Attorneys and Assistant Public Defenders, approved on October 18, 2019 Resolution 424-2019, to correct a clerical error regarding the page numbers and designating Chairman, Bruce R. Erb, to execute this ratified version. No substantive changes to the CBA were made.

- h. **2019 Budget Transfer:** Purchase of two vehicles in 2019 budget not received until 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
013201-46060-CYF	\$70,000.00	36101-46060-Capital Reserve

- i. **2019 Budget Transfer:** Purchase of a Band-It System from PCoRP grant funding planned in 2019 and not received until 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
01151-46060-Sheriff	\$995.00	36101-46060-Capital Reserve

- j. **2020 Budget Transfer:** Purchase of two vehicles in the 2019 budget not received until 2020

<u>From</u>	<u>\$</u>	<u>To</u>
36101-46060-Capital Reserve	\$70,000.00	013201-46060-CYF

- k. **2020 Budget Transfer:** Purchase of a Band-It System from PCoRP grant funding planned in 2019 and not received until 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
36101-46060-Capital Reserve	\$995.00	01151-46060-Sheriff

- l. **2020 Budget Transfer:** PCoRP Insurance Deductibles

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44960-General County Operations	\$1,609.50	01101-44960-Commissioners
01101GCO-44960-General County Operations	\$1,609.50	01157-44960-Public Defender
01101GCO-44960-General County Operations	\$ 119.50	01209PO-44960-Prison

- m. **Employment:** Annie E. Sinisi, FT, Deputy Juvenile Clerk of Courts, Prothonotary, \$20,984.60/yr., effective 02/03/2020; Danielle D. Mattern, Temporary, Department Assistant, Assessment, \$15.00/hr., effective 01/27/2020; Emily A. Smithmyer, From FT, Clerk Typist I, Prothonotary, \$10.25/hr., To FT, Second Deputy Orphans Court, Prothonotary, \$13.10/hr., effective 01/20/2020; Kristy D. Oakes, From FT, Second Deputy, Prothonotary, \$13.05/hr., To FT, First Deputy, Prothonotary, \$14.01/hr., effective 01/25/2020; Castine L. Rott, From PT, Clerk Typist I, Prothonotary, \$10.25/hr., To FT, Clerk Typist I, Prothonotary, \$10.25/hr., effective 01/25/2020; Brittany E. Smith, From FT, Clerk Typist I, Prothonotary, \$10.38/hr., To FT, Second Deputy, Prothonotary, \$13.10/hr., effective 01/25/2020; Marie J. Wentz, From FT, Administrative Accounting Assistant, Controller, \$11.02/hr., To FT, Second Deputy AP Manager, Controller, \$15.70/hr., effective 01/25/2020; and Maria B. Gibson, From FT, Caseworker II, CYF, \$16.70/hr., To, FT, Casework Supervisor, CYF, \$35,568.00/yr., effective 01/27/2020.

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Fort Roberdeau:**

Requesting approval of a ½ page four-color advertisement in the amount of \$1,392.00 in the American Spirit Magazine May/June 2020 issue, to be paid by the Fort Roberdeau Association with funds from the Blair County Tourism Marketing Grant Award.

B. **Blair County Department of Emergency Services/911 Center:**

- i. Requesting approval of the appointments of the following individuals to the Blair County 911 Steering Committee for the period of January 1, 2020 through December 31, 2020:

Blair 911
Mark Taylor, Director of Public Safety
Tim Crabtree, Operations Manager
Susan Ammerman, 911 Coordinator
Blair EMA
Cris Fredrickson, Operations and Training Manager
Police Departments
Mike Sapienza, Lieutenant, Altoona Police Department
Rod Estep, Chief, Hollidaysburg Police Department
James Ott, Blair County Sheriff
Fire Departments
Tim Hileman, Chief, Altoona Fire Department
Richard Brantner, Deputy Chief, Martinsburg Volunteer Fire Department
Travis Prough, 2 ND Assistant Chief, Williamsburg Volunteer Fire Department
EMS Agencies
Gary Watters, Executive Director AMED
Jess Sorge, Director, Hollidaysburg EMS
Shaun Sheehan, Blair 911 Medical Director
Carl Moen, Director, Southern Alleghenies EMS Council

- ii. Requesting approval for the submission of an electronic application to the Pennsylvania Emergency Management Agency (PEMA), who serves as the grant administrator on behalf of the Federal Emergency Management Agency, for the Emergency Management Performance Grant (EMPG) for Federal FY 2020 for the period of October 1, 2019 through September 30, 2020, for \$111,104.99. Funds will supplement the salaries and benefits of emergency management personnel who perform essential emergency management functions.
- iii. Requesting approval of a Federal FY 2020 Hazardous Materials Emergency Preparedness Grant Agreement (HMEP) between the County of Blair, Blair County Department of Emergency Services and the Pennsylvania Emergency Management Agency (PEMA) who serves as the grant administrator on behalf of the United States Department of Transportation, in the amount of \$19,160.00, for the period of October 1, 2019 through September 30, 2020. Funds will be used for the transportation of hazardous materials planning and training activities.
- iv. Requesting approval for authorization for Cris Fredrickson, Operations and Training Officer, Blair County Emergency Management Agency, to complete and submit the annual online Tier II Chemical Reporting forms, fee exemption and certification documents to the Pennsylvania State Department of Labor and Industry, for the 2019 reporting year.
- v. Requesting approval for submission of the 2019 Annual Hazardous Materials Emergency Response Preparedness (HMERP) Report to the Pennsylvania Emergency Management Agency (PEMA) as part of the 2019 Hazardous Materials Response Fund (HMRF) Grant. This report details the activities and status of the county in regard to the threat and preparedness levels currently experienced within the County of Blair and serves as the 2020-2021 HMRF grant application.
- vi. Requesting approval for expenditures not to exceed \$8,000.00 from the 2017 Bond Fund for the Blair County Department of Emergency Services/911E Communication (Comm.) Room upgrade project.

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

- i. Requesting approval of an Independent Contractor Agreement between the County of Blair, Blair County Children, Youth and Families and Coleen A. Heim for consulting services pertaining to strategic planning activities,

at the rate of \$60.00 per hour, which shall not exceed fifteen (15) hours, effective at agreement signing through March 6, 2020.

ii. Requesting approval of two (2) FY 19/20 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the agencies listed below:

- Children’s Center for Treatment and Education
- Pathways Adolescent Center

iii. Requesting approval of three (3) FY 19/20 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the agencies listed below:

- Christian Children’s Home of Ohio
- Community Service Foundation, Inc.
- LifeSpan Family Services

D. Blair County Department of Social Services:

Requesting approval to amend previously approved Sub-Recipient Agreements as described below:

- **Previously approved Resolution #64-2018**
Reducing Sub-Recipient Agreement between the County of Blair and Newry Borough, from the amount of \$490,158 to \$460,776.58. The amount of decrease is \$29,381.42. This project has been completed; remaining funds were reprogramed to Housing Rehabilitation less delivery costs.
- **Previously approved Resolution #401-2019**
Increasing Sub-Recipient Agreement between the County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Blair County’s Non-Entitlement Housing Rehabilitation Program (multi-year) from the amount of \$49,000 to \$186,825.01 a total increase of \$137,825.01.
- **Previously approved Resolution #204-2018**
Increasing Sub-Recipient Agreement between the County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Frankstown Township FY2015 Housing Rehabilitation Program from the amount of \$62,235 to \$88,907 a total increase of \$26,672.
- **Previously approved Resolution #383-2018**
Reducing Sub-Recipient Agreement between the County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Antis Township’s FY 2016 Housing Rehabilitation Program from the amount of \$84,843 to \$0.00 a total decrease of \$84,843.
- Increasing Sub-Recipient Agreement between County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Frankstown Township’s FY 2016 Housing Rehabilitation Program from the amount of \$63,556 to \$90,793 a total increase of \$27,237.

E. Blair County Prison:

- i. Requesting approval of an Agreement for Purchases under Bidding Threshold between the County of Blair and Pennsylvania Networks, Inc., for installation of fiber optic cabling as outlined in Exhibit A, for the Guardian RFID system being installed within the Blair County Prison, in the amount of \$10,940.00.
- ii. Requesting approval for the purchase of various supplies needed by the County’s IT Department in order to connect the Guardian RFID system to the network and install access points after Pennsylvania Networks, Inc., completes the installation of the fiber optic cabling, in the total amount of \$7,518.04.

F. Blair County Tax Claim:

Requesting approval of an agreement between the County of Blair, on behalf of the Tax Claim Bureau and Palmetto Posting, Inc., to post and/or serve delinquent tax notices on properties on which delinquent and valorem property taxes are owed, for the period of January 1, 2020, or January 1 each year hereinafter so long as the agreement is not amended or terminated as provided for within the agreement, in the amounts as listed below:

Posting of Notice of Return and Claim.	\$25.00 per post
Posting of Notice of Public Tax Sale.	\$25.00 per post
Personal Service of Owner Occupied Properties per Attempt.	\$30.00 per property
Subsequent Visit for Personal Service or Posting if the person is not served.	\$30.00 per each additional visit

G. Garden Gate Florist, LLC Lease (MDJ Miller's Building, Tyrone)
Requesting approval of a Lease Agreement between the County of Blair (Lessor) and Garden Gate Florist, LLC (Lessee), for 2,410 square feet of space located at 5630 E Pleasant Valley Boulevard, Tyrone, PA, in the monthly amount of \$600.00, for the period of September 1, 2019 and ending on August 31, 2020.

H. Finance:
Requesting approval for authorization to participate in the Costar's contract for the purchase of between 201 and 469 tons of sodium chloride (road salt) at a price to be determined by the bidding process for the participation period of August 2020 through July 2021, and authorization for the Blair County Procurement Specialist to submit the request on behalf of the County of Blair.

10. **OLD BUSINESS**
None

11. **ADJOURN**

WORK SESSION: TUESDAY, FEBRUARY 4, 2020, 10:00 A.M.:

Location: Commissioners Meeting Room, Basement, New Addition.

Members Present: Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Karn.

Others Present: Cris Fredrickson and Mark Taylor (EMA/911), Dave Snyder (Tyrone Borough), Rocky Greenland (Public Works), Polly Cardone and Shelley Berry (Tax Claim), Jenn Sleppy and Sarah Chuff (Finance), Erin Franks and Brittany Feaster (CYF), James Ott (Sheriff), Becky Robinson (Purchasing), Kay Stephens (Altoona Mirror), Glenn Nelson (Fort Roberdeau), Don Weakland (IT), Christina Stacey and Trina Illig (Social Services) and Melissa Harpster (Commissioners Office).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Erb called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Erb requested that those present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – TUESDAY, JANUARY 28, 2020:

Commissioner Erb called for corrections or changes to the minutes of Tuesday, January 28, 2020. **There were no corrections or changes noted.**

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to accept the minutes as prepared.

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Hemminger stated that on Wednesday, January 29, 2020 beginning at 10:00 a.m. the Commissioners, herself, HR Director Katherine Swigart, HR Manager Robin Gindlesperger, John Baker and Crystal Clark of McNees Wallace meet in Executive Session to discuss eleven (11) separate individual employees, litigation involving a grievance with CYF, labor negotiations with SEIU 668 Maintenance and SEIU 668 CYF.

PUBLIC COMMENT:

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

COMMISSIONERS COMMENTS:

Commissioner Erb called for commissioners comments.

Commissioner Webster stated that the Blair County 911/Emergency Management Agency Director, Mark Taylor brought to her attention a grant opportunity being offered through the Pennsylvania Emergency Management Agency (PEMA) for non-profit organizations such as churches and synagogues. The grant is entitled the Non-Profit Security Grant Program and provides grant funding opportunities for physical security enhancements and other security related projects. She stated that information regarding the grant could be found on PEMA's website.

Commissioner Burke stated that she wanted to take a moment to recognize what she is calling an "unsung hero".

Commissioner Burke stated that being new to the position as Commissioner she keeps telling people that even if you attend all of the public meetings there is still so much that goes on within the Courthouse that you do not know about.

Commissioner Burke stated that what people do not know is that each Commissioner has between 13 and 15 liaison offices that we each oversee and meet with monthly. However, our office staff members have to keep track of all of those offices on a daily basis, and I would like to take a moment to recognize the efforts of one staff member in particular, Finance Director Jennifer Sleppy.

Commissioner Burke stated that what she did not know before coming a Commissioner was that before each of those monthly liaison meetings, Jennifer actually reviews each of those departments' budgets and notifies the Commissioners of any budgetary concerns so that we can constantly be in touch with the spending side of things throughout the year. She extended her thanks to Mrs. Sleppy for these very important efforts.

Commissioner Erb agreed with Commissioner Burke's remarks stating "...everyday is Budget Season in the Commissioner's Office."

CONSENT AGENDA:

Resolution 62-2020:

- a. Payment of four (4) Warrant Lists dated February 3, 2020, in the amounts of \$17,789.52 #200204CY; \$388,684.76 #200204MW; \$38,584.51 #200204SS and \$10,245.43 #200204CO, which include payment of the following invoices:
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<u>From</u>	<u>\$</u>	<u>To</u>
36101-46060-Capital Reserve	\$995.00	01151-46060-Sheriff

- l. **2020 Budget Transfer:** PCoRP Insurance Deductibles

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44960-General County Operations	\$1,609.50	01101-44960-Commissioners
01101GCO-44960-General County Operations	\$1,609.50	01157-44960-Public Defender
01101GCO-44960-General County Operations	\$ 119.50	01209PO-44960-Prison

- m. **Employment:** Annie E. Sinisi, FT, Deputy Juvenile Clerk of Courts, Prothonotary, \$20,984.60/yr., effective 02/03/2020; Danielle D. Mattern, Temporary, Department Assistant, Assessment, \$15.00/hr., effective 01/27/2020; Emily A. Smithmyer, From FT, Clerk Typist I, Prothonotary, \$10.25/hr., To FT, Second Deputy Orphans Court, Prothonotary, \$13.10/hr., effective 01/20/2020; Kristy D. Oakes, From FT, Second Deputy, Prothonotary, \$13.05/hr., To FT, First Deputy, Prothonotary, \$14.01/hr., effective 01/25/2020; Castine L. Rott, From PT, Clerk Typist I, Prothonotary, \$10.25/hr., To FT, Clerk Typist I, Prothonotary, \$10.25/hr., effective 01/25/2020; Brittany E. Smith, From FT, Clerk Typist I, Prothonotary, \$10.38/hr., To FT, Second Deputy, Prothonotary, \$13.10/hr., effective 01/25/2020; Marie J. Wentz, From FT, Administrative Accounting Assistant, Controller, \$11.02/hr., To FT, Second Deputy AP Manager, Controller, \$15.70/hr., effective 01/25/2020; and Maria B. Gibson, From FT, Caseworker II, CYF, \$16.70/hr., To, FT, Casework Supervisor, CYF, \$35,568.00/yr., effective 01/27/2020.

Commissioner Erb noted his abstention due to a conflict of interest on the payment of invoices to UPMC Altoona, in the total amount of \$26,133.91.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 62-2020 with abstention as noted.

STAFF REPORTS & SPECIAL BUSINESS:

Fort Roberdeau:

Glenn Nelson requested approval of a ½ page four-color advertisement in the amount of \$1,392.00 in the American Spirit Magazine May/June 2020 issue, to be paid by the Fort Roberdeau Association with funds from the Blair County Tourism Marketing Grant Award.

Mr. Nelson stated that the advertisement would help in promoting the 40th Anniversary of Revolutionary War Days and the Family Alumni Event to be held in July 2020. He stated that the 2020 Blair County Tourism Grant Funds awarded to the Fort Roberdeau Association would pay for the advertisement.

Discussion followed.

Blair County Department of Emergency Services/911 Center:

- i. Mark Taylor requested approval of the appointments of the following individuals to the Blair County 911 Steering Committee for the period of January 1, 2020 through December 31, 2020:

Blair 911
Mark Taylor, Director of Public Safety
Tim Crabtree, Operations Manager
Susan Ammerman, 911 Coordinator
Blair EMA
Cris Fredrickson, Operations and Training Manager
Police Departments
Mike Sapienza, Lieutenant, Altoona Police Department
Rod Estep, Chief, Hollidaysburg Police Department
James Ott, Blair County Sheriff
Fire Departments
Tim Hileman, Chief, Altoona Fire Department
Richard Brantner, Deputy Chief, Martinsburg Volunteer Fire Department
Travis Prough, 2 ND Assistant Chief, Williamsburg Volunteer Fire Department
EMS Agencies
Gary Watters, Executive Director AMED
Jess Sorge, Director, Hollidaysburg EMS
Shaun Sheehan, Blair 911 Medical Director
Carl Moen, Director, Southern Alleghenies EMS Council

Mr. Taylor stated that the purpose of the Steering Committee is to review matters that are related to 911 operations and to make recommendations pertaining to the operations of the Blair County 911 Center. He stated that all recommendations made by the Steering Committee are subject to the approval of the 911 Department's Administrative Staff and the Blair County Board of Commissioners and that the Steering Committee has an advisory role with no authority to implement changes or procedures.

Discussion followed.

- ii. Cris Fredrickson requested approval for the submission of an electronic application to the Pennsylvania Emergency Management Agency (PEMA), who serves as the grant administrator on behalf of the Federal Emergency Management Agency, for the Emergency Management Performance Grant (EMPG) for Federal FY 2020 for the period of October 1, 2019 through September 30, 2020, for \$111,104.99. Funds will supplement the salaries and benefits of emergency management personnel who perform essential emergency management functions.

Mrs. Fredrickson stated that the electronic submission of the Federal FY 2020 Grant Application is due to PEMA no later than February 15, 2020. She stated that the grant provides reimbursement for up to half of the salary and benefits of the EMA Coordinator, Operations and Training Officer and the Administrative Assistant. The amount for 2020 is up to \$111,104.99 and the amount for prior year 2019 was in the amount of \$102,203.35.

Discussion followed.

- iii. Cris Fredrickson requested approval of a Federal FY 2020 Hazardous Materials Emergency Preparedness Grant Agreement (HMEP) between the County of Blair, Blair County Department of Emergency Services and the Pennsylvania Emergency Management Agency (PEMA) who serves as the grant administrator on behalf of the United States Department of Transportation, in the amount of \$19,160.00, for the period of October 1, 2019 through September 30, 2020. Funds will be used for the transportation of hazardous materials planning and training activities.

Mrs. Fredrickson stated that the grant award is for an amount up to \$19,160.00, which requires a 20% match of funds, in the amount of \$4,790.00, for the performance period of October 1, 2019 through September 30, 2020.

Mrs. Fredrickson stated that the total cost of the projects would be \$23,950.00, with 20% paid with LEPC funds (\$4,790.00) and 80% reimbursed by the HMEP Grant funds up to \$19,160.00.

Discussion followed.

- iv. Cris Fredrickson requested approval for authorization to complete and submit the annual online Tier II Chemical Reporting forms, fee exemption and certification documents to the Pennsylvania State Department of Labor and Industry, for the 2019 reporting year.

Mrs. Fredrickson stated that this is an annual report submission to the Pennsylvania Department of Labor and Industry for chemicals stored onsite at the County's 911 Center. She stated that there are no fees associated with this report submission.

Discussion followed.

- v. Cris Fredrickson requested approval for submission of the 2019 Annual Hazardous Materials Emergency Response Preparedness (HMERP) Report to the Pennsylvania Emergency Management Agency (PEMA) as part of the 2019 Hazardous Materials Response Fund (HMRF) Grant. This report details the activities and status of the county in regard to the threat and preparedness levels currently experienced within the County of Blair and serves as the 2020-2021 HMRF grant application.

Mrs. Fredrickson stated this is a required annual submission to PEMA. She stated that the prior year's award was in the amount of \$18,742.86 and was based on application information provided and the state formula for rewards. She stated that this report submission details the activities and status of the county in regard to the threat and preparedness levels experienced within the county and also serves as the HMRF grant application for the 2020-2021 period.

Discussion followed.

- vi. Mark Taylor requested approval for expenditures not to exceed \$8,000.00 from the 2017 Bond Fund for the Blair County Department of Emergency Services/911E Communication (Comm.) Room upgrade project.

Mr. Taylor stated that in the course of the Comm. Room upgrade project it was brought to his attention that the existing switch equipment, cabling and patch cables for each Computer Aided Dispatch (CAD) position could not be reused in the upgrade project as originally anticipated.

Mr. Taylor requested approval for expenditures from the 2017 Bond Fund, in an amount not to exceed \$8,000.00, for the purchase and installation of new switch equipment, new fiber cabling, and new patch cables for each Computer Aided Dispatch (CAD) position in the new Comm. Room.

Discussion followed.

Resolution 63-2020 – A resolution approving expenditures not to exceed \$8,000.00 from the 2017 Bond Fund for the Blair County Department of Emergency Services/911E Communication (Comm.) Room upgrade project.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 63-2020.

Blair County Children, Youth and Families:

- i. Brittany Feaster requested approval of an Independent Contractor Agreement between the County of Blair, Blair County Children, Youth and Families and Coleen A. Heim for consulting services pertaining to strategic planning activities, at the rate of \$60.00 per hour, which shall not exceed fifteen (15) hours, effective at agreement signing through March 6, 2020.

Ms. Feaster stated that the total cost to the county for Ms. Heim's services shall not exceed \$900.00 and that the state (Act 148 Funds) will provide 50% reimbursement of the total cost spent by the county (\$450.00).

Discussion followed.

- ii. Erin Franks requested approval of two (2) FY 19/20 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the agencies listed below:
 - o Children's Center for Treatment and Education
 - o Pathways Adolescent Center

Ms. Franks stated that the Children's Center for Treatment and Education has requested a 2% increase for FY 19/20. There are two (2) children who have received their services.

Ms. Franks stated that Pathways Adolescent Center has not requested a rate change for FY 19/20. There are two (2) children presently receiving their services.

Discussion followed.

iii. Erin Franks requested approval of three (3) FY 19/20 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the agencies listed below:

- Christian Children's Home of Ohio
- Community Service Foundation, Inc.
- LifeSpan Family Services

Ms. Franks stated that the Christian Children's Home of Ohio has requested a 5% rate difference for FY 19/20. There is presently one (1) child in care who would soon be adopted. She stated that they would not be renewing a contract with this home for FY 20/21.

Ms. Franks stated that Community Service Foundation, Inc. has not requested a rate change for FY 19/20. To date no children have received their services for FY 19/20.

Mrs. Franks stated that LifeSpan Family Services has not requested a rate change for FY 19/20. There are currently five (5) children receiving their services.

Discussion followed.

Blair County Department of Social Services:

Trina Illig approval to amend previously approved Sub-Recipient Agreements as described below:

- **Previously approved Resolution #64-2018**
- Reducing Sub-Recipient Agreement between the County of Blair and Newry Borough, from the amount of \$490,158 to \$460,776.58. The amount of decrease is \$29,381.42. This project has been completed; remaining funds were reprogramed to Housing Rehabilitation less delivery costs.
- **Previously approved Resolution #401-2019**
- Increasing Sub-Recipient Agreement between the County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Blair County's Non-Entitlement Housing Rehabilitation Program (multi-year) from the amount of \$49,000 to \$186,825.01 a total increase of \$137,825.01.
- **Previously approved Resolution #204-2018**
- Increasing Sub-Recipient Agreement between the County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Frankstown Township FY2015 Housing Rehabilitation Program from the amount of \$62,235 to \$88,907 a total increase of \$26,672.
- **Previously approved Resolution #383-2018**
- Reducing Sub-Recipient Agreement between the County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Antis Township's FY 2016 Housing Rehabilitation Program from the amount of \$84,843 to \$0.00 a total decrease of \$84,843.
- Increasing Sub-Recipient Agreement between County of Blair and the Blair County Redevelopment & Housing Authority (COBRAH) under Frankstown Township's FY 2016 Housing Rehabilitation Program from the amount of \$63,556 to \$90,793 a total increase of \$27,237.

Mrs. Illig requested authorization to revise previously approved Sub-Recipient Agreements between the County of Blair and Newry Borough (for a project that has already been completed) and COBRAH. She stated that the COBRAH revisions are results of the recently approved Budget Modifications/revisions by DCED reallocating funds to housing rehabilitation with the exception of the Antis Township funds reallocating funds from housing rehabilitation to their new N. 4th and Blair Street area street and drainage project.

Discussion followed.

Blair County Prison:

- i. Don Weakland requested approval of an Agreement for Purchases under Bidding Threshold between the County of Blair and Pennsylvania Networks, Inc., for installation of fiber optic cabling as outlined in Exhibit A, for the Guardian RFID system being installed within the Blair County Prison, in the amount of \$10,940.00.
- ii. Don Weakland requested approval for the purchase of various supplies needed by the County's IT Department in order to connect the Guardian RFID system to the network and install access points after Pennsylvania Networks, Inc., completes the installation of the fiber optic cabling, in the total amount of \$7,518.04.

Mr. Weakland stated to have the Guardian RFID System installed within the Blair County Prison internet cabling needs to be installed as far into the cell blocks as possible. However, the walls are very thick and not easily penetrated to run cabling. He also stated that there is a problem with distance in running the CAT5 cabling from where it comes into the building and to where it needs to reach within the cell blocks.

Mr. Weakland stated that the option to solving these problems is to install fiber optic cabling which is much easier to install and can run longer distances than regular cabling. He stated that a non-disclosure agreement was entered into with Pennsylvania Networks, Inc., so that they could physically visit the prison in order to be able to provide a final recommendation and price for the installation of fiber optic cabling.

Mr. Weakland stated that once Pennsylvania Networks, Inc. is completed with the installation of the fiber optic cabling, the IT Department would be able to connect the Guardian RFID System to the network and install access points.

The total overall amount of the project, \$18,458.00, is not budgeted for. Discussion followed regarding funding to support this project. Jenn Sleppy, Finance Director stated that the project would qualify as an eligible expense from the 2017 Bond or Contingency (General) Funds could be used to pay for the project.

Chief Clerk Hemminger stated that she feels using Contingency Funds is the best option. She stated that if the Board agrees, Public Comment could be called for an addition agenda item to be added requesting approval of a 2020 Budget Transfer of \$18,458.00 from Contingency to the Blair County Prison.

Commissioner Burke asked Mr. Weakland if he foresaw any further expenses associated with the project. Mr. Weakland responded, no, not unless Pennsylvania Network, Inc. came to him and said, we absolutely hit a wall that we cannot get through, then there may be more labor costs, but at this point, he is not anticipating any further expenses.

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

Resolution 64-2020: A resolution approving the Agreement for Purchases under Bidding Threshold between the County of Blair and Pennsylvania Networks, Inc., for installation of fiber optic cabling as outlined in Exhibit A, for the Guardian RFID system being installed within the Blair County Prison, in the amount of \$10,940.00; and the purchase of various supplies needed by the County's IT Department in order to connect the Guardian RFID system to the network and install access points after Pennsylvania Networks, Inc., completes the installation of the fiber optic cabling, in the total amount of \$7,518.04.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 64-2020.

Resolution 65-2020: A resolution approving a 2020 Budget Transfer, from 01101GCO-41999 Contingency to 01209PO-46060 the Blair County Prison, in the total amount of \$18,458.04, for the installation of fiber optic cabling for the Guardian RFID system being installed within the Blair County Prison and for the purchase of various supplies needed by the County's IT Department in order to connect the Guardian RFID system to the network and to install access points.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 65-2020.

Blair County Tax Claim:

Polly Cardone requested approval of an agreement between the County of Blair, on behalf of the Tax Claim Bureau and Palmetto Posting, Inc., to post and/or serve delinquent tax notices on properties on which delinquent and valorem property taxes are owed, for the period of January 1, 2020, or January 1 each year hereinafter so long as the agreement is not amended or terminated as provided for within the agreement, in the amounts as listed below:

Posting of Notice of Return and Claim.	\$25.00 per post
Posting of Notice of Public Tax Sale.	\$25.00 per post
Personal Service of Owner Occupied Properties per Attempt.	\$30.00 per property
Subsequent Visit for Personal Service or Posting if the person is not served.	\$30.00 per each additional visit

Discussion followed.

Garden Gate Florist, LLC Lease (MDJ Miller's Building, Tyrone)

Chief Clerk Hemminger requested approval of a Lease Agreement between the County of Blair (Lessor) and Garden Gate Florist, LLC (Lessee), for 2,410 square feet of space located at 5630 E Pleasant Valley Boulevard, Tyrone, PA, in the monthly amount of \$600.00, for the period of September 1, 2019 and ending on August 31, 2020.

Mrs. Hemminger stated that unfortunately due to the transition of ownership of the flower shop, and the shorter lease term negotiated with the new lessee, the lease term accidentally expired.

Mrs. Hemminger stated that upon learning of the lease termination, a new lease agreement was prepared by the County Solicitor and signed by the Lessee of Garden Gate Florist. She stated that the monthly rental amount remains at \$600.00, and all other terms remain the same. The term of the lease is for the period of September 1, 2019 through August 31, 2020.

Mrs. Hemminger stated that administrative measures have been put into place so that this oversight does not occur in the future.

Discussion followed.

Resolution 66-2020: A resolution approving a Lease Agreement between the County of Blair (Lessor) and Garden Gate Florist, LLC (Lessee), for 2,410 square feet of space located at 5630 E Pleasant Valley Boulevard, Tyrone, PA, in the monthly amount of \$600.00, for the period of September 1, 2019 and ending on August 31, 2020.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 66-2020.

Finance:

Rebecca Robinson requested approval for authorization to participate in the Costar's contract for the purchase of between 201 and 469 tons of sodium chloride (road salt) at a price to be determined by the bidding process for the participation period of August 2020 through July 2021, and authorization for the Blair County Procurement Specialist to submit the request on behalf of the County of Blair.

Ms. Robinson stated that authorization to participate in the Costar's contract for the purchase of sodium chloride (road salt) is an annual request and is due by mid-March. She stated that the tonnage amount of between 201 and 469 tons is the range that has been used in prior years.

Mrs. Hemminger stated that the cost of road salt is an eligible Liquid Fuels Fund Expense.

Discussion followed.

OLD BUSINESS:

None

ADJOURN:

Meeting Adjourned:

Nicole M. Hemminger, Chief Clerk