

BUSINESS SESSION (FINAL: 06/16/2020)
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, JUNE 16, 2020, 10:00 A.M.

**Public meetings are held by conference call while the county is under Emergency Disaster Declaration. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#.*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **APPROVAL OF MINUTES** – 04/21/2020, 04/28/2020, 05/05/2020, 05/12/2020 and 05/19/2020.
6. **EXECUTIVE SESSION ANNOUNCEMENT**
7. **PUBLIC COMMENT**
8. **UPCOMING MEETINGS:**

Wednesday, June 17, 2020	10:00 a.m.	*Board of Assessment Appeals
Thursday, June 18, 2020	8:30 a.m.	*Prison Board
	10:00 a.m.	*Records Improvement
	7:30 p.m.	*Ag Land Preservation Board
Friday, June 19, 2020		
Monday, June 22, 2020		
Tuesday, June 23, 2020	10:00 a.m.	*Commissioners Work Session
Wednesday, June 24, 2020	3:00 p.m.	Blair HealthChoices (Contact agency for mtg. method)
Thursday, June 25, 2020	8:30 a.m.	Planning Commission (Altoona Water Authority)
	10:30 a.m.	*Salary Board
Friday, June 26, 2020		
Monday, June 29, 2020		
Tuesday, June 30, 2020	10:00 a.m.	*Commissioners Business Session

9. **COMMISSIONERS COMMENTS:**

10. **CONSENT AGENDA:**

Resolution 236-2020:

- a. Payment of four (4) Warrant Lists dated 06/15/2020, in the amounts of \$81,660.07 #200616CY, \$497,741.66 #200616MW, \$1,414.45 #200616VZ and \$177,412.77 #200616SS.
- b. Ratification for payment of nine (9) Warrant Lists:

EFF

DATE	REF1	REFERENCE	AMOUNT
06/10/2020	ACW	200531PC	-5,702.24
06/10/2020	ACW	200610ML	-31,263.48
06/10/2020	ACW	200610WC	-70,000.00
06/09/2020	MW	200608ED	-43,922.77
06/12/2020	ACW	200612HR	-5,648.39
06/09/2020	ACW	200609FS	-8,143.65
06/02/2020	ACW	200602WC	-37,861.00
06/05/2020	ACW	200605HR	-3,839.95
06/02/2020	ACW	200602FS	-2,601.89

- c. **Board of Assessment Appeals:** Requesting approval for the appointment of Jan E. Andrews to the Board of Assessment Appeals and for the appointment of Stephen Gerhart as Chairman of the Board of Assessment Appeals effective 06/16/2020.
- d. **Employment:** Deawna L. Wyandt, From FT, Casework Manager, CYF, \$46,398.56/yr., To FT, Interim Administrator, CYF, \$48,718.49/yr., effective 06/06/2020, Ian D. Hausner, FT, Assistant District Attorney, District Attorney's Office, \$45,000.02/yr., effective 06/15/2020, Melissa M. Grissinger, Brandon J. Stitt, Eric A. George, Sarah M. Beers and Ajit V. Bhagarattee, PT Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 06/15/2020, and Jan E. Andrews, Per Diem, Board of Assessment Appeals, Assessment, \$150.00/per day, effective 06/16/2020.
- e. **Resignations:** Tesla N. Brallier, PT, Office Assistant, Public Defender's Office, \$10.25/hr., effective 06/05/2020, Bernice D. Cates, FT, Caseworker II, CYF, \$32,839.30, effective 06/09/2020, Stevie R. Hess, FT, Corrections Officer, Prison, \$19.54/hr., effective 06/10/2020, Thomas A. Burkhart, FT, Assistant District Attorney, District Attorney's Office, \$46,125.04/yr., effective 06/19/2020, Brittany M. Feaster, FT, Supervisor, CYF, \$36,837.32/yr., effective 06/19/2020, Autumn D. Hetrick, FT, Administrative Assistant, EMA, \$12.09/hr., effective 06/19/2020, Emily A. Smithmyer, FT, Second Deputy Orphans Court, Prothonotary, \$13.10/hr., effective 06/19/2020 and Robert F. Scholl, Per Diem, Board of Assessment Appeals, Assessment, \$150.00/per day, effective 06/01/2020.
- f. **Terminations:** Tracy L. Hoffman, FT, Staff Assistant, Treasurer's Office, \$10.25/hr., effective 06/10/2020, and Kevin T. Daley, PT, Office Support, APO, \$10.56/hr., effective 06/11/2020.
- g. **Returning from furlough full-time:** Wendy Long and Marie Wentz, 06/08/2020, and Denise Wyant, 06/15/2020.

11. **UNFINISHED BUSINESS:**

Adoption of Resolutions:

Resolution 237-2020: A resolution approving a Letter of Support regarding the Airport Authority's choice of Boutique Air (AB) as the Essential Air Services (EAS) provider at the Altoona Blair County Airport (AOO).

Resolution 238-2020: A resolution approving authorization to advertise a Debt Ordinance for the Blair County Airport Loan Guaranty.

Resolution 239-2020: A resolution approving a Demolition Fund Program Disbursement, in the amount of \$8,950.00, for the demolition of property located at 521 8th Avenue, Altoona, PA. Total estimated cost for demolition is \$18,950.00, wherein the municipality has committed funds towards the project in the total amount of \$10,000.00.

Resolution 240-2020: A resolution approving a Test Genius CritiCall first-year single-user Software Subscription License, in the annual amount of \$1,195.00, to provide pre-employment testing for dispatchers.

Resolution 241-2020: A resolution approving a proposal received from Empire to provide and install an audio system between Courtroom #5 and the Chambers, in the amount of \$1,378.00.

Resolution 242-2020: A resolution approving a proposal received from Morefield Communications to provide and install a conference key to schedule, host and monitor conference calls from a centralized web portal at District Court 24-3-02 (MDJ Fred Miller), in the amount of \$395.00.

Resolution 243-2020: A resolution approving Travis DiLeo to conduct a soccer camp from 5 pm to 9 pm during the timeframe of July 13-17, 2020 at the AYSO soccer fields at Valley View Park. (The revised COI, guidelines, signage, etc., have been received)

12. OLD BUSINESS:

None

13. NEW BUSINESS:

A. Department of Social Services:

Requesting approval for the submission of a 2020 Pennsylvania CARES Rental Relief Program Application to the Pennsylvania Housing Finance Agency (PHFA), in the amount of \$150,000.00; and approval to designate Blair County Community Action Agency as the provider to coordinate and operate the Pennsylvania CARES Rent Relief Program on behalf of the County of Blair.

B. Human Resources:

- a. Requesting approval of a Memorandum of Understanding (MOU) between the County of Blair and the (AFSCME) American Federation of State, County and Municipal Employees AFL-CIO, District Council 83, to establish an alternative disciplinary suspension option that in lieu of imposing a suspension without pay provides for the County to use a “working suspension” subject to conditions within the MOU.
- b. Requesting approval of a Student Internship Placement Agreement between the County of Blair and Juniata College for one (1) student intern Courtney Frye for the period of June 16, 2020 to June 26, 2020, in the Office of Judge Elizabeth Doyle.
- c. Requesting approval of a grievance settlement agreement between the County of Blair and AFSCME (American Federation of State, County and Municipal Employees, AFL-CIO, District Council 83) effective June 23, 2020.

C. Authorization to Advertise:

Requesting authorization to advertise a public notice to return to in-person public meetings as originally advertised in the annual Sunshine Notice of January 10, 2020.

D. Bureau of Justice Assistance (BJA) FY 2020 Coronavirus Emergency Supplemental Funding Program: (Jenn sent to NWK for review)

Requesting approval of a FY 2020 Bureau of Justice Assistance (BJA) Coronavirus Emergency Supplement Funding Program Grant Award, in the total amount of \$58,008.00, for the period of 01/20/2020 to 01/31/2022, for cleaning and disinfection supplies at the Blair County Prison, and for air purification systems to be added to the prison’s air handling units in response to the COVID-19 Pandemic.

E. COVID-19 County Relief Block Grant Program:

Requesting approval for the submission of a COVID-19 County Relief Block Grant Application to the Pennsylvania Department of Community and Economic Development (DCED), in the amount of \$11,002,237.38., eligible expenditures must have been incurred between 03/01/2020 through December 30, 2020, and for Commissioner Bruce R. Erb to serve as the authorized grant(ee) official.

F. Soccer Fields (AYSO) at Valley View Park:

Requesting approval to enter into a lease agreement between the County of Blair and the American Youth Soccer Organization Region 452 (AYSO) revising that the County of Blair could improve the parking area, at the county’s expense. The term of the lease is 01/01/2020 through 12/31/2024 at the rate of \$1.00 annually.

14. ADJOURN:

BUSINESS SESSION: TUESDAY, JUNE 16, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

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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 attending stand and recite the Pledge of Allegiance to the Flag.

Roll Call Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Assistant Solicitor Muriceak.

Roll Call Members Absent:

Solicitor Karn.

Roll Call Others Present:

Melissa Harpster (Commissioners Office), Jenn Sleppy and Sarah Chuff (Finance), A. C. Stickel (Controller), Jim Hudack (Social Services), Katherine Swigart (HR), Kay Stephens (Altoona Mirror), Janice Meadows (Court Administration), Glenn Nelson (Fort Roberdeau) and Helen Schmitt (Public).

Approval of Minutes: 04/21/2020, 04/28/2020, 05/05/2020, 05/12/2020 and 05/19/2020.

Commissioner Erb called for corrections or changes to the minutes of 04/21/2020, 04/28/2020, 05/05/2020, 05/12/2020 and 05/19/2020. **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 announced that she, the three-3 Commissioners, Labor Council of Campbell Beatty Durant, and the HR Director met in Executive Session beginning at 9:30 a.m. on Monday, 06/15/2020 to discuss the AFSCME pending arbitration award.

Public Comment:

Kay Stephens, Altoona Mirror Reporter, asked that when item "a" under Human Resources on today's agenda comes up for discussion that the presenter please try to provide a detailed explanation of the Memorandum of Understanding (MOU).

Upcoming Meetings:

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Commissioner Erb announced that the Ag Land Preservation Board Meeting has been cancelled for Thursday evening, June 18, 2020.

Commissioners Comments:

Commissioner Webster expressed her sincere thanks to all staff members at the Blair County Prison and in the area nursing care facilities for the excellent preventative measures put into place to help in keeping COVID-19 out of these facilities.

Commissioner Burke – no comments.

Commissioner Erb announced that Career Link is continuing to encourage job seekers, etc., to utilize the virtual services offered through Career Link.

Consent Agenda:

Resolution 236-2020:

- a. Payment of four (4) Warrant Lists dated 06/15/2020, in the amounts of \$81,660.07 #200616CY, \$497,741.66 #200616MW, \$1,414.45 #200616VZ and \$177,412.77 #200616SS.
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- f. **Terminations:** Tracy L. Hoffman, FT, Staff Assistant, Treasurer’s Office, \$10.25/hr., effective 06/10/2020, and Kevin T. Daley, PT, Office Support, APO, \$10.56/hr., effective 06/11/2020.
- g. **Returning from furlough full-time:** Wendy Long and Marie Wentz, 06/08/2020, and Denise Wyant, 06/15/2020.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 236-2020.

Unfinished Business:

Adoption of Resolutions:

Resolution 237-2020: A resolution approving a Letter of Support regarding the Airport Authority’s choice of Boutique Air (AB) as the Essential Air Services (EAS) provider at the Altoona Blair County Airport (AOO).

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 237-2020.

Resolution 238-2020: A resolution approving authorization to advertise a Debt Ordinance for the Blair County Airport Loan Guaranty.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 238-2020.

Resolution 239-2020: A resolution approving a Demolition Fund Program Disbursement, in the amount of \$8,950.00, for the demolition of property located at 521 8th Avenue, Altoona, PA. Total estimated cost for demolition is \$18,950.00, wherein the municipality has committed funds towards the project in the total amount of \$10,000.00.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 239-2020.

Resolution 240-2020: A resolution approving a Test Genius CritiCall first-year single-user Software Subscription License, in the annual amount of \$1,195.00, to provide pre-employment testing for dispatchers.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 240-2020.

Resolution 241-2020: A resolution approving a proposal received from Empire to provide and install an audio system between Courtroom #5 and the Chambers, in the amount of \$1,378.00.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 241-2020.

Resolution 242-2020: A resolution approving a proposal received from Morefield Communications to provide and install a conference key to schedule, host and monitor conference calls from a centralized web portal at District Court 24-3-02 (MDJ Fred Miller), in the amount of \$395.00.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 242-2020.

Resolution 243-2020: A resolution approving Travis DiLeo to conduct a soccer camp from 5 pm to 9 pm during the timeframe of July 13-17, 2020 at the AYSO soccer fields at Valley View Park.

Chief Clerk Hemminger noted that the revised COI, guidelines, signage, etc., have been received and approved.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 243-2020.

Old Business:

None

New Business:

Department of Social Services:

Jim Hudack requested approval for the submission of a 2020 Pennsylvania CARES Rental Relief Program Application to the Pennsylvania Housing Finance Agency (PHFA), in the amount of \$150,000.00; and approval to designate Blair County Community Action Agency as the provider to coordinate and operate the Pennsylvania CARES Rent Relief Program on behalf of the County of Blair.

Mr. Hudack stated that the county just became aware of the rental relief program last Thursday, June 11, 2020 and that the application has a very quick turn-around time and is due no later than Thursday, June 18, 2020 to the Pennsylvania Housing Finance Agency (PHFA).

Mr. Hudack stated that each county within Pennsylvania is requested to identify one-1 agency to coordinate the operation of the rental relief program for their respective county. He stated that after much discussion it was determined that since Blair County Community Action Agency has fifty five-55 years' experience in supplying housing services they should be the designated agency to coordinate the rental relief program.

Discussion followed.

Resolution 244-2020: A resolution approving the submission of a 2020 Pennsylvania CARES Rental Relief Program Application to the Pennsylvania Housing Finance Agency (PHFA), in the amount of \$150,000.00; and approval to designate Blair County Community Action Agency as the provider to coordinate and operate the Pennsylvania CARES Rent Relief Program on behalf of the County of Blair.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 244-2020.

Human Resources:

- a. Katherine Swigart requested approval of a Memorandum of Understanding (MOU) between the County of Blair and the American Federation of State, County and Municipal Employees AFL-CIO, District Council 83 (AFSCME), to establish an alternative disciplinary suspension option that in lieu of imposing a suspension without pay provides for the County to use a "working suspension" subject to conditions within the MOU.

Miss Swigart stated that the County and AFSCME are currently engaged in the arbitration process under Act 195 and are awaiting an Interest Arbitration Award and that both parties have negotiated an alternative disciplinary suspension option for the county as a means of promoting operational efficiency with a working suspension as opposed to that of a suspension without pay. She stated that disciplinary action of a working suspension vs. a suspension without pay is the same but provides greater operational efficiency during the suspension.

Discussion followed.

Resolution 245-2020: A resolution approving a Memorandum of Understanding (MOU) between the County of Blair and the (AFSCME) American Federation of State, County and Municipal Employees AFL-CIO, District Council 83, to establish an alternative disciplinary suspension option that in lieu of imposing a suspension without pay provides for the County to use a "working suspension" subject to conditions within the MOU.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 245-2020.

- b. Katherine Swigart requested approval of a Student Internship Placement Agreement between the County of Blair and Juniata College for one (1) student intern Courtney Frye for the period of June 16, 2020 to June 26, 2020, in the Office of Judge Elizabeth Doyle.

Miss Swigart stated that Courtney receives a fellowship from Juniata College to pursue her internship and that the funding provide by Juniata College serves as wages. The county must document how her internship that would otherwise be eligible for wages is to be paid. She stated that the Student Internship Placement Agreement provides for that documentation.

Discussion followed.

Resolution 246-2020: A resolution approving a Student Internship Placement Agreement between the County of Blair and Juniata College for one (1) student intern Courtney Frye for the period of June 16, 2020 to June 26, 2020, in the Office of Judge Elizabeth Doyle.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 246-2020.

- c. Katherine Swigart requesting approval of a grievance settlement agreement between the County of Blair and AFSCME (American Federation of State, County and Municipal Employees, AFL-CIO, District Council 83) effective June 23, 2020.

Discussion followed.

Resolution 247-2020: A resolution approving a grievance settlement agreement between the County of Blair and AFSCME (American Federation of State, County and Municipal Employees, AFL-CIO, District Council 83) effective June 23, 2020.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 247-2020.

Authorization to Advertise:

Chief Clerk Hemminger requested authorization to advertise a public notice to return to in-person public meetings as originally advertised in the annual Sunshine Notice of January 10, 2020.

Chief Clerk Hemminger presented discussion concerning returning to in-person public meetings instead of via telephone and video connections that have been taking place due to the COVID-19 Pandemic and required social distancing practices.

Commissioner Erb stated that he felt that it was time to move forward with returning to in-person public meetings and felt that the commissioners meeting room and the public meeting room could be set up to accommodate safe social distancing measures.

Commissioner Burke stated that she does not see any reason why the county should be rushing back to in-person meetings. She stated that the county has not even passed the 14-day mark of being in the green phase of the state's reopening due to COVID-19 restrictions, and feels that if the county returns to in-person meetings now they are opening themselves up to a risk that does not need to be taken.

Commissioner Burke stated that she feels the telephone and video meetings have been working and asked, "What efficiencies have we lost?"

Commissioner Erb stated he felt that having meetings remotely is not nearly as productive nor do they provide for discussions that occur during an in-person meeting. He stated that there are technical difficulties with hearing meeting participants, and that during today's meeting he has had trouble hearing Commissioner Webster for most of the meeting.

Commissioner Burke stated that she feels the county should wait until at least the middle of July for returning to in-person public meetings.

Commissioner Erb stated that he feels the county should consider returning to in-person public meetings within two-weeks and that the middle of July is too far out.

Commissioner Webster stated that she would agree with Commissioner Burke's proposal of waiting until the middle of July for returning to in-person public meetings.

Discussion followed.

Bureau of Justice Assistance (BJA) FY 2020 Coronavirus Emergency Supplemental Funding Program:

Jenn Sleppy requested approval of a FY 2020 Bureau of Justice Assistance (BJA) Coronavirus Emergency Supplement Funding Program Grant Award, in the total amount of \$58,008.00, for the period of 01/20/2020 to 01/31/2022, for cleaning and disinfection supplies at the Blair County Prison, and for air purification systems to be added to the prison's air handling units in response to the COVID-19 Pandemic.

Mrs. Sleppy stated that the county has received notification of a grant award in the total amount of \$58,008.00 to be used for cleaning and disinfecting supplies at the prison and for an air purification system to be added to the air-handling unit at the prison. She asked that the board consider acceptance of the award.

Discussion followed.

Resolution 248-2020: A resolution approving the acceptance of a FY 2020 Bureau of Justice Assistance (BJA) Coronavirus Emergency Supplement Funding Program Grant Award, in the total amount of \$58,008.00, for the period of 01/20/2020 to 01/31/2022, for cleaning and disinfection supplies at the Blair County Prison, and for air purification systems to be added to the prison's air handling units in response to the COVID-19 Pandemic.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 248-2020.

COVID-19 County Relief Block Grant Program:

Jenn Sleppy requested approval for the submission of a COVID-19 County Relief Block Grant Application to the Pennsylvania Department of Community and Economic Development (DCED), in the amount of \$11,002,237.38., eligible expenditures must have been incurred between 03/01/2020 through December 30, 2020, and for Commissioner Bruce R. Erb to serve as the authorized grant(ee) official.

Mrs. Sleppy stated that the county became aware of the grant late last Thursday and that the submission deadline for the grant application is by close of business today.

Discussion followed.

Resolution 249-2020: A resolution approving the submission of a COVID-19 County Relief Block Grant Application to the Pennsylvania Department of Community and Economic Development (DCED), in the amount of \$11,002,237.38., eligible expenditures must have been incurred between 03/01/2020 through December 30, 2020, and for Commissioner Bruce R. Erb to serve as the authorized grant(ee) official.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 249-2020.

Soccer Fields (AYSO) at Valley View Park:

Chief Clerk Hemminger requested approval to enter into a lease agreement between the County of Blair and the American Youth Soccer Organization Region 452 (AYSO) revising that the County of Blair could improve the parking area, at the county's expense. The term of the lease is 01/01/2020 through 12/31/2024 at the rate of \$1.00 annually.

Mrs. Hemminger stated that the need to enter into the lease agreement with AYSO is a result of the application submitted for DCNR grant funding for the Valley View Park Amphitheater project. She stated that DCNR stated that if the current lease agreement could not be changed removing language that indicated that AYSO was responsible for the maintenance and upkeep of the roadway at and near the soccer field that should the grant be approved DCNR could not provide funding for the portion of the grant application for road replacement/resurfacing.

Discussion followed.

Resolution 250-2020: A resolution approving to enter into a lease agreement between the County of Blair and the American Youth Soccer Organization Region 452 (AYSO) revising that the County of Blair could improve the parking area, at the county's expense. The term of the lease is 01/01/2020 through 12/31/2024 at the rate of \$1.00 annually.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 250-2020.

Before the meeting Adjourned Commissioner Webster invited Glenn Nelson to share that Fort Roberdeau would be reopening in June with adjusted hours of operation. Limited programming would be available and all COVID-19 protocols would be followed.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk