

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, DECEMBER 8, 2020, 10:00 A.M.**

**Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. 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. **UPCOMING MEETINGS**

Wednesday, December 9, 2020 1:30 p.m. *Commissioner Business Session
3:00 p.m. Blair HealthChoices
(Contact office for meeting method)

Thursday, December 10, 2020 9:30 a.m. *Retirement Board
10:30 a.m. *Salary Board

Friday, December 11, 2020

Monday, December 14, 2020 6:00 p.m. Blair County Airport Authority
(Contact airport for meeting method)

Tuesday, December 15, 2020 10:00 a.m. *Commissioners Work Session

5. **APPROVAL OF MINUTES – 11/10, 11/17 and 11/18 2020**
6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **CONSENT AGENDA**

Resolution #492-2020:

a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/07/2020	201208CY	\$ 15,512.31
12/07/2020	201208MW	\$437,724.87
12/07/2020	201208SS	\$ 48,643.35
12/07/2020	201208TC	\$134,817.36

b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/03/2020	201203WC	\$ 13,579.17
12/01/2020	201201EL	\$ 54,738.36
12/04/2020	201204HR	\$ 11,954.09
12/01/2020	201201FS	\$ 1,407.36
12/01/2020	201201hi	\$515,689.17

- c. Ratification of Total Payroll for the Check Dated December 3, 2020, in the total amount of \$782,826.52.
- d. **Blair County Hospital Authority:** Requesting approval to **amend Resolution 351-2020, dated 09/01/2020**, changing the appointment term dates of Justin Mandel from 12/31/2020 to 12/31/2022 (filling the unexpired term of Connie Hurd) and Cory Tubo from 12/31/2020 to 12/31/2023 (filling the unexpired term of Robert Scholl).
- e. **Blair County Hospital Authority:** Requesting approval for the reappointments of Shane Crawford and Lisa Mancinelli for the period of January 1, 2021 through December 31, 2025.
- f. **Southern Alleghenies Planning and Development Commission (SAP&DC):** Requesting approval for the reappointment of Thomas Luciano as an At-Large Member on the SAP&DC Board of Directors effective January 1, 2021.
- g. **CARES Act Grant Award Correction:** Requesting approval to **amend Resolution 490-2020 dated 12/02/2020**, correcting one-1 business name listed from B & S Industries Inc., to B & S Used Trucks LLC.
- h. **Employment:** Marina M. Bennetti, PT, Temporary, Department Assistant, Public Defender, \$10.25/hr., effective 12/07/2020; Jennifer J. Pfahler, FT, APO Aide I, \$18,655.00/yr., effective 12/07/2020; Susan D. St. Martin, FT, Accountant, Controller's Office, \$35,568.00/yr., effective 12/07/2020; and Troy D. Boutiller, Jr., From, Fill-In, PT, Corrections Officer, Prison, \$15.08/hr., to FT, Corrections Officer, Prison, \$16.42/hr., effective 11/28/2020; Donna L. Nolan, from FT, Telecommunicator, 911 Center, \$15.06/hr., To, FT, Lead Telecommunicator, 911 Center, \$16.56/hr., effective 11/28/2020; and Amy P. Wertz, From, FT, Fiscal Unit Supervisor, CYF, \$46,143.24/yr., to FT, Fiscal Officer I, CYF, \$46,143.24/yr., effective 12/03/2020.
- i. **Resignations:** Tom D. Settle, PT, Operator, Office Services, \$10.25/hr., effective 12/01/2020.

9. **STAFF REPORTS & SPECIAL BUSINESS**

A. COVID-19 Weekly Update: (Mark)

B. GIS Department: (Grant Will – NWK/JAM reviewed)

Requesting approval of two (2) renewal ArcGIS Software Maintenance Agreements between the County of Blair and Environmental Systems Research Institute, Inc., (ERSI). One of the agreements will be for use by the Geographic Information Systems (GIS) Department and the Assessment Office, in the amount of \$15,800.00 for five (5) ArcGIS for Desktop Advanced Concurrent Use Licenses, one (1) ArcGIS Spatial Analyst for Desktop Concurrent Use License, and two (2) ArcGIS for Server Enterprise Standard Licenses for the period of December 31, 2020 through December 30, 2021; and the second agreement is for use by the 911 Operations Center, in the amount of \$1,500.00 for one (1) ArcGIS for Desktop Standard Concurrent Use License for the period of December 31, 2020 through December 30, 2021.

C. Department of Emergency Services: (Kellie – NWK/JAM reviewed)

Requesting approval of two-2 Letters of Authorization (Verizon and CenturyLink) wherein the County of Blair authorizes the Pennsylvania Emergency Management Agency (PEMA) and Mission Critical Partners (MCP) or Selected NG911 Vendor (Agent) to facilitate the transition to

NG911 services by identifying existing legacy 911 services, costs, Automatic Location Identification (ALI) records and managing associated termination of legacy 911 telecommunication services. The County of Blair authorizes Agent, through the specifically identified individuals, to act on the County's behalf for the purpose of providing such services specified within the Letters of Authorization, which are neither exhaustive nor definitive.

D. **Department of Social Services:** (Theresa – NWK/JAM reviewed)
 Requesting approval of two-2 FY 2020/2021 Mental Health (MH) Student Assistance Program (SAP) Letters of Agreement between the County of Blair, Department of Social Services, UPMC Western Behavioral Health of the Alleghenies (BHA) and the school districts as listed below for the period of July 2, 2020 through June 30, 2021:

- Altoona Area School District
- Bellwood Area School District

E. **Prothonotary Office:** (Robin – NWK/JAM reviewed)
 Requesting approval of a one-year Service Agreement Extension between the County of Blair, Blair County Prothonotary and MBS Service, for two (2) Lektrievers and (7) Kompact Moveable Shelving Systems, in the amount of \$2,331.00, to be paid from the Prothonotary's Automation Fund, for the period of January 1, 2021 through January 1, 2022.

F. **Blair County Park and Recreation Advisory Board:** (Joe Keller -Advisory Bd. Approved)
 Requesting approval to advertise an open application period for funding of acquisition, development, and rehabilitation projects from the Blair County Parks and Recreation Grant Program, in a total amount not to exceed \$20,000.00 from the Park and Recreation Reserve Account #035, with the maximum amount of each grant awarded up to and not exceeding \$3,000.00.

G. **ABCD Corp:** (Nicole)
 a. Requesting approval of a Resolution amending Resolution 352-2020 extending the term of exemptions, deductions, abatements and credits for real property taxes within a specific geographic area in the County of Blair designated as A Keystone Opportunity Expansion Zone ("KOEZ") or Keystone Opportunity Improvement Zone ("KOIZ") in order to foster economic opportunities, stimulate industrial, commercial, and residential improvements and prevent physical and infrastructure deterioration within areas of County of Blair, Commonwealth of Pennsylvania, upon certain terms and conditions.

Name	Prior Authorizing Resolution	Old Tax ID	New Tax ID
Norfolk Southern	Resolution 185-2009	14-18-82-3 14-18-82-F	14.00-18..-082.03-000 14.00-18..-082.00-000
Basalt Trap Rock	Resolution 185-2009	3-20-151 3-20-82	03.00-20..-151.00-000 03.00-20..-082.00-000
Powell Property	Resolution 185-2009	3-20-170-1	03.00-20..-170.01-000
South Altoona Business Park	Resolution 238-2013	1.0RR-6-2-C2R 1.0RR-6-2-C2A	01.14-04..-031.00-000 01.14-04..-031.00-000

b. Requesting approval to advertise for the adoption of a an Ordinance amending Ordinance 1-01 as amended by 2-04, 3-03, 4-03, 1-09, 2-13, and 3-20 which exempted real property tax, earned income tax, net profits tax, mercantile and business privilege tax within specific geographic areas as set forth therein: specifically, the city of Altoona, Antis Township, Greenfield Township, Hollidaysburg Borough and Logan Township as a proposed Keystone Opportunity Expansion Zone; the Borough of Tyrone designated as a proposed enhancement to the Vail subzone of the Southern Alleghenies Keystone Opportunities Zone/Keystone Opportunity Expansion Zone (KOZ/KOEZ); townships of Allegheny, Antis and Blair as a proposed enhancement to the northern Altoona subzone of the Southern Alleghenies Keystone Opportunities Zone/Keystone Opportunity Expansion Zone (KOZ/KOEZ); in order to foster economic opportunities, stimulate industrial, commercial and residential improvements and prevent physical and infrastructure deterioration within areas of Blair County, Commonwealth of Pennsylvania.

Name	Ordinance History	Old Tax ID	New Tax ID
Frankstown Twp.	Ord. 1-01, 2-04 & 2-13	8-3-102-1, 8-3-102-2 & 8-3-102B	08.00-03..-102.00-000
764 Associates	Ord. 4-03 & 1-09	2-13-14-A	02.00-13..-014.00-000
ABCD Corp.	Ord. 1-01 & 1-09	3-16-13-1A 10-16-37-3R	03.00-16..-013.01-000 10.00-16..-037.02-000
Phase 2 17 th Street Logan Twp. LP	Ord. 1-01 & 1-09	14-16-88A*	14.00-16..-088.00-000

*except 10 acres that was decertified in Ordinance 1-09

H. Requesting approval of a Food Preparation Contract by and between the County of Blair and Prime Sirloin pursuant to Resolution Number 122-2020 for preparation of food for meals for the inmates at Blair County Prison should an emergency arise wherein individuals who have tested positive for COVID-19 or who are required to quarantine due to potential exposure to COVID-19 such that the entire preparation of food for meals for the inmates may become too difficult to undertake in the normal course for a flat fee per menu item prepared in accordance with the price schedule attached as Exhibit C to said contract.

10. **OLD BUSINESS**
 None

11. **ADJOURN**

WORK SESSION: TUESDAY, DECEMBER 8, 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 those participating to the meeting to stand and recite the Pledge of Allegiance to the Flag.

Roll Call:

Members Present:

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

Others Present:

Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), AC Stickel (Controller), Mark Taylor (911/E Center), Grant Wills (GIS), Theresa Rudy (Social Services), Robin Patton (Prothonotary), Joe Keller (Keller Engineers), Kay Stephens (Altoona Mirror), Helen Schmitt (Public), and Greg Bock (WTAJ-TV 10).

Upcoming Meetings:

Wednesday, December 9, 2020	1:30 p.m.	*Commissioner Business Session
	3:00 p.m.	Blair HealthChoices (Contact office for meeting method)
Thursday, December 10, 2020	9:30 a.m.	*Retirement Board
	10:30 a.m.	*Salary Board
Friday, December 11, 2020		
Monday, December 14, 2020	6:00 p.m.	Blair County Airport Authority (Contact airport for meeting method)
Tuesday, December 15, 2020	10:00 a.m.	*Commissioners Work Session

Approval of Minutes – 11/10, 11/17 and 11/18 2020:

Commissioner Erb called for corrections or changes to the minutes of 11/10, 11/17 and 11/18 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.

Public Comment:

Commissioner Erb called for public comment.

Kay Stephens requested an update on the COVID-19 condition at the prison as well as expanded discussion concerning the costs associated with the agenda item request for an agreement between the County and Prime Sirloin for providing meals to the inmates at the prison should an emergency arise due to the Pandemic.

Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster encouraged members of the public to visit the county website to access a Talent Bank Application Form to apply for vacancies on any boards or authorities that are of interest to them.

Commissioner Burke expressed her concerns on the increasing COVID-19 positive cases within Blair County. She encouraged everyone to wear masks, practice social distancing, proper handwashing/sanitizing, disinfecting, etc.

Commissioners Webster and Erb echoed Commissioner Burke's concerns and comments.

Consent Agenda:

Resolution #492-2020:

a. Payment of the following four-4 Warrant Lists:

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- f. **Southern Alleghenies Planning and Development Commission (SAP&DC)**: Requesting approval for the reappointment of Thomas Luciano as an At-Large Member on the SAP&DC Board of Directors effective January 1, 2021.
- g. **CARES Act Grant Award Correction**: Requesting approval to **amend Resolution 490-2020 dated 12/02/2020**, correcting one-1 business name listed from B & S Industries Inc., to B & S Used Trucks LLC.
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- i. **Resignations**: Tom D. Settle, PT, Operator, Office Services, \$10.25/hr., effective 12/01/2020.

Commissioner Burke noted her abstention on the payment of invoices to James and Julia Burke included on one-1 of the listed Warrant Lists due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 492-2020.

Staff Reports & Special Business:

Covid-19 Weekly Update:

Mark Taylor stated that since his update last Tuesday, Blair County had an additional 850 positive cases and an additional 25 deaths. He stated that the total number of positive cases since the beginning of the Pandemic is 5,923 and total deaths 88.

Mr. Taylor stated that the area hospitals have seen a significant increase in COVID-19 cases; however, the number of admissions stabilized. He stated that the hospitals continue to monitor the situation and are currently still able to handle all cases.

Mr. Taylor stated that there is still increasing outbreaks in area long-term facilities with staffing concerns. He stated that the increase in the number of positive cases within the prison continues to be closely monitored for both the health and well-being of not only the inmates but the employees as well.

Mr. Taylor stated that there is no new update on the availability of a vaccine. He stated that there is concern with the number of first responders testing positive with the virus; however, there has been no report of any interruption of services.

Discussion followed.

GIS Department:

Grant Wills requested approval of two (2) renewal ArcGIS Software Maintenance Agreements between the County of Blair and Environmental Systems Research Institute, Inc., (ERSI). One of the agreements will be for use by the Geographic Information Systems (GIS) Department and the Assessment Office, in the amount of \$15,800.00 for five (5) ArcGIS for Desktop Advanced Concurrent Use Licenses, one (1) ArcGIS Spatial Analyst for Desktop Concurrent Use License, and two (2) ArcGIS for Server Enterprise Standard Licenses for the period of December 31, 2020 through December 30, 2021; and the second agreement is for use by the 911 Operations Center, in the amount of \$1,500.00 for one (1) ArcGIS for Desktop Standard Concurrent Use License for the period of December 31, 2020 through December 30, 2021.

Mr. Wills stated the agreements fall within the current CoStars Contract. He stated that three (3) departments cover the costs associated with the agreements: GIS \$12,000.00, Assessment Office \$3,600.00 and Emergency Services \$1,500.00 (which is 100% eligible for reimbursement by PEMA).

Mr. Wills stated that the cost for Emergency Services reflects a decrease of \$5,000.00 from last year due to an upgrade in the Computer Aided Dispatch (CAD) system which decreased the need for one (1) of their licenses.

Discussion followed.

Department of Emergency Services:

Mark Taylor requested approval of two-2 Letters of Authorization (Verizon and CenturyLink) wherein the County of Blair authorizes the Pennsylvania Emergency Management Agency (PEMA) and Mission Critical Partners (MCP) or Selected NG911 Vendor (Agent) to facilitate the transition to NG911 services by identifying existing legacy 911 services, costs, Automatic Location Identification (ALI) records and managing associated termination of legacy 911 telecommunication services. The County of Blair authorizes Agent, through the specifically identified individuals, to act on the County's behalf for the purpose of providing such services specified within the Letters of Authorization, which are neither exhaustive nor definitive.

Mr. Taylor stated that the Letters of Authorization are necessary in order to facilitate the transition to NG911 services and the termination of the Legacy 911 telecommunication services.

Discussion followed.

Department of Social Services:

Theresa Rudy requested approval of two-2 FY 2020/2021 Mental Health (MH) Student Assistance Program (SAP) Letters of Agreement between the County of Blair, Department of Social Services, UPMC Western Behavioral Health of the Alleghenies (BHA) and the school districts as listed below for the period of July 2, 2020 through June 30, 2021:

- Altoona Area School District
- Bellwood Area School District

Mrs. Rudy stated that the Letters of Agreement describe the provider agency responsibilities, the school district responsibilities and the conflict resolution process for the student assistance program mental health liaison.

She stated that the Letters of Agreement are renewed each fiscal/school year and that there is no funding referenced in the Letters of Agreement.

Discussion followed.

Prothonotary Office:

Robin Patton requested approval of a one-year Service Agreement Extension between the County of Blair, Blair County Prothonotary and MBS Service, for two (2) Lektrievers and (7) Kompact Moveable Shelving Systems, in the amount of \$2,331.00, to be paid from the Prothonotary’s Automation Fund, for the period of January 1, 2021 through January 1, 2022.

Ms. Patton stated that the agreement is an annual renewal and that the rate remains the same as last year. She stated that the cost associated with the agreement would be paid from the Prothonotary’s Automation Fund.

Discussion followed.

Blair County Park and Recreation Advisory Board:

Joe Keller requested approval to advertise an open application period for funding of acquisition, development, and rehabilitation projects from the Blair County Parks and Recreation Grant Program, in a total amount not to exceed \$20,000.00 from the Park and Recreation Reserve Account #035, with the maximum amount of each grant awarded up to and not exceeding \$3,000.00.

Mr. Keller stated that awarded grant funds are to be used to construct new recreational areas, add improvements to existing facilities, and restore or replace obsolete equipment. He stated that the intent of the grant program is to provide permanent improvements.

Mr. Keller stated that facilities applying for grant funding must be free and open to the general public, meaning that the facility is available for use by the general public when otherwise not in use.

Discussion followed.

ABCD Corp:

Chief Clerk Hemminger requested approval of a Resolution amending Resolution 352-2020 extending the term of exemptions, deductions, abatements and credits for real property taxes within a specific geographic area in the County of Blair designated as A Keystone Opportunity Expansion Zone (“KOEZ”) or Keystone Opportunity Improvement Zone (“KOIZ”) in order to foster economic opportunities, stimulate industrial, commercial, and residential improvements and prevent physical and infrastructure deterioration within areas of County of Blair, Commonwealth of Pennsylvania, upon certain terms and conditions.

<u>Name</u>	<u>Prior Authorizing Resolution</u>	<u>Old Tax ID</u>	<u>New Tax ID</u>
Norfolk Southern	Resolution 185-2009	14-18-82-3	14.00-18..-082.03-000
		14-18-82-F	14.00-18..-082.00-000
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		3-20-82	03.00-20..-082.00-000
Powell Property	Resolution 185-2009	3-20-170-1	03.00-20..-170.01-000
South Altoona Business Park	Resolution 238-2013	1.0RR-6-2-C2R	01.14-04..-031.00-000
		1.0RR-6-2-C2A	01.14-04..-031.00-000

Mrs. Hemminger stated that the Department of Community and Economic Development is requesting additional language be added to the Resolution even though the county could not levy the taxes referenced.

Discussion followed.

Chief Clerk Hemminger requested approval to advertise for the adoption of a an Ordinance amending Ordinance 1-01 as amended by 2-04, 3-03, 4-03, 1-09, 2-13, and 3-20 which exempted real property tax, earned income tax, net profits tax, mercantile and business privilege tax within specific geographic areas as set forth therein: specifically, the city of Altoona, Antis Township, Greenfield Township, Hollidaysburg Borough and Logan Township as a proposed Keystone Opportunity Expansion Zone; the Borough of Tyrone designated as a proposed enhancement to the Vail subzone of the Southern Alleghenies Keystone Opportunities Zone/Keystone Opportunity Expansion Zone (KOZ/KOEZ); townships of Allegheny, Antis and Blair as a proposed enhancement to the northern Altoona subzone of the Southern Alleghenies Keystone Opportunities Zone/Keystone Opportunity Expansion Zone (KOZ/KOEZ); in order to foster economic opportunities, stimulate industrial, commercial and residential improvements and prevent physical and infrastructure deterioration within areas of Blair County, Commonwealth of Pennsylvania.

<u>Name</u>	<u>Ordinance History</u>	<u>Old Tax ID</u>	<u>New Tax ID</u>
Frankstown Twp.	Ord. 1-01, 2-04 & 2-13	8-3-102-1, 8-3-102-2	
		& 8-3-102B	08.00-03..-102.00-000
764 Associates	Ord. 4-03 & 1-09	2-13-14-A	02.00-13..-014.00-000
ABCD Corp.	Ord. 1-01 & 1-09	3-16-13-1A	03.00-16..-013.01-000
		10-16-37-3R	10.00-16..-037.02-000
Phase 2 17 th Street Logan Twp. LP	Ord. 1-01 & 1-09	14-16-88A*	14.00-16..-088.00-000

*except 10 acres that was decertified in Ordinance 1-09

Discussion followed.

Resolution 493-2020: A resolution approving authorization to advertise for the adoption of a an Ordinance amending Ordinance 1-01 as amended by 2-04, 3-03, 4-03, 1-09, 2-13, and 3-20 which exempted real property tax, earned income tax, net profits tax, mercantile and business privilege tax within specific geographic areas.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 493-2020.

Blair County Prison:

Chief Clerk Hemminger requested approval of a Food Preparation Contract by and between the County of Blair and Prime Sirloin pursuant to Resolution Number 122-2020 for preparation of food for meals for the inmates at Blair County Prison should an emergency arise wherein individuals who have tested positive for COVID-19 or who are required to quarantine due to potential exposure to COVID-19 such that the entire preparation of food for meals for the inmates may become too difficult to undertake in the normal course for a flat fee per menu item prepared in accordance with the price schedule attached as Exhibit C to said contract.

Mrs. Hemminger stated that due to an emergency need for food preparation at the prison due to the number of COVID-19 cases within the prison, Prime Sirloin has been providing excellent service to the prison since dinner on December 4, 2020. She stated that the contract is pending minor revisions and receipt of insurance endorsements.

Mrs. Hemminger requested that the board consider taking action on today's request pending receipt of the revised contract and the proper insurance endorsements.

Discussion followed.

Resolution 494-2020: A resolution approving a Food Preparation Contract by and between the County of Blair and Prime Sirloin pursuant to Resolution Number 122-2020 for preparation of food for meals for the inmates at Blair County Prison should an emergency arise wherein individuals who have tested positive for COVID-19 or who are required to quarantine due to potential exposure to COVID-19 such that the entire preparation of food for meals for the inmates may become too difficult to undertake in the normal course for a flat fee per menu item prepared in accordance with the price schedule attached as Exhibit C to said contract, pending receipt of the revised contract and the proper insurance endorsements.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 494-2020.

Old Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk