

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, FEBRUARY 5, 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, JANUARY 29, 2019**
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS**

7. **SPECIAL PRESENTATION**
Certificate of Retirement and Appreciation:
Bobbi Schmitt for service to the County of Blair

8. **SPECIAL PRESENTATION**
Blair County Parks and Recreation:
2018 Park and Recreation Grant Fund Recipient Plaque Presentations (Total of \$20,000.00 Awarded)

Frankstown Elementary School PTO
William Madden, Principal, Terri Johnson, Kaleen Wolfe, Katrina Pope, Michael Pope, Lisa Shilaos, and Nicole Hemminger
Playground Construction
\$2,622.50

Morrison’s Cove Memorial Park
Chuck Gojmerac
Park Electrical Upgrades
\$2,622.50

Central Blair Recreation Commission
Mike Hofer
LED Scoreboard at Vets Memorial Field
\$2,622.50

Northern Blair County Recreation Center
Matt Dry
Outdoor Soccer Goals
\$1,922.50

Tyrone Borough
Kim Gurekovich and Ardean Latchford
Sensory Playground Reservoir Park
\$2,622.50

Tyrone Camp Anderson Corporation
Brian Bressler and Cummings McNitt
Metered Trail around the perimeter of the camp
(A project extension request was granted until June 2019 due to extremely rainy/wet weather during the summer and fall of 2018. Plaque will be presented upon project completion.)
\$2,592.50

Bellwood Antis Little League
Todd Brennan
New Bleachers
\$2,622.50

George B. Kelly Amateur Baseball
Matt Cursio
Installation of Bleacher Base at Geesey Park
\$2,372.50.

9. **CONSENT AGENDA**
Resolution 45-2019:
 - a. Payment of four (4) Warrant Lists dated February 4, 2019, in the amounts of \$395,300.47; \$279,299.65; \$34,378.26; and \$468,165.30, which include payments of the following invoices to:
 - **Keller Engineers, Inc.**, in the total amount of \$587.50, for 2018 Engineering Services.
 - **2017 Project Fund/Bond/Sheriff’s Office:** John Stuckey Ford, for the purchase of one (1) 2019 Ford Transit T-250, in the total amount of \$55,182.64.
 - **2017 Project Fund/Bond/MUNIS:** Tyler Technologies, for implementation services dated December 13, 2018, in the total amount of \$1,275.00.

- **2017 Project Fund/Bond/Courthouse Water Infiltration:** John Rita, for services rendered during the month of December 2018, in the total amount of \$500.00.
- b. Ratification of Payroll for the Check Date of January 31, 2019 in the total amount of \$781,496.33.
- c. **2018 Budget Transfer:** To move funds from the general fund building maintenance budget to the capital reserve fund:

<u>From</u>	<u>\$</u>	<u>To</u>
01103BM-46030 Bldg. Main.	\$15,000.00	36101-46060 Capital Reserve
- d. **2019 Budget Transfer:** January 2019 invoice received from Justifacts, Inc.:

<u>From</u>	<u>\$</u>	<u>To</u>
01105-42000 Human Resources	\$2,113.95	01209PO-42000 Prison
01105-42000 Human Resources	\$ 225.00	01151-42000 Sheriff's Office
01105-42000 Human Resources	\$ 127.75	01109-42000 Treasurer
- e. **Solid Waste Authority:** Requesting approval for the reappointment of Cory Gehret to the Solid Waste Authority for a five-year term, effective November 26, 2018 to November 25, 2023.
- f. **Employment:** Joshua R. Laird, FT, Case Manager-Male Inmates, Prison, \$19,045.94/yr., effective 02/04/19; Justin C. Means, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 02/04/19; Ashley E. Nicolson, From, Caseworker 1, CYF, \$16.33/hr., To Triage B, CYF, \$16.62/hr., effective 01/14/19.
- g. **Resignations:** Melissa A. Peterson, FT, GIS Specialist II, GIS, \$41,200.12/yr., effective 02/01/19; Denean M. Delozier, FT, Victim/Witness Advocate, Victim/Witness, \$20,395.65/yr., effective 02/08/19; Courtlin M. Holland, FT, Corrections Officer, Prison, \$40,643.20/yr., effective 02/09/19; David M. Holland, FT, Corrections Officer, Prison, \$40,830.40/yr., effective 02/11/19.

10. **OLD BUSINESS**

1875 Courtroom and Lawyer's Lobby Furnishings:

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

11. **STAFF REPORTS & SPECIAL BUSINESS**

A. Penns Woods Council - Boy Scouts:

Discussion concerning a joint Eagle Scout Project consisting of the construction of a memorial for firefighters and emergency medical service personnel (EMS).

B. City of Altoona:

Discussion concerning authorization to advertise for the adoption of an Ordinance for entrance into a Land Bank Intergovernmental Cooperation Agreement and a Memorandum of Understanding (MOU) by and among the County of Blair, the Redevelopment Authority of Altoona, the City of Altoona and the Altoona Area School District.

C. Blair County Children, Youth and Families:

- a. Requesting approval for the submission of the Civil Rights Compliance Licensing Renewal Questionnaire to the Commonwealth of Pennsylvania, Department of Human Services.
- b. Requesting approval of a FY 17/18 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Devereux Foundation for out-of-home placement services to children in agency custody for the period of July 1, 2017 through June 30, 2018.
- c. Requesting approval of a FY 18/19 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Devereux Foundation for out-of-home placement services to children in agency custody for the period of July 1, 2018 through June 30, 2019.
- d. Requesting approval of an Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, Inc. for the Adoption Foster Care Accounting Reporting System (AFCARS) 2019 Upgrade to the Child Accounting and Profile System (CAPS) in the fixed price amount of \$1,287.40, for the period of January 1, 2019 through June 30, 2019.

D. Blair County Human Resources:

- a. Requesting approval of revisions to the Service Animals Policy No. 211, dated December 11, 2018, removing paragraph K, in Section 4. The county's insurance policy provides coverage, rendering additional coverage through a separate employee-obtained policy unnecessary.

- b. Requesting approval of a vendor-required change to the Guaranteed Minimum Interest Rate of the Fixed Annuity Contract available in the 457(b) Deferred Compensation Program with Fund Manager Nationwide Retirement Solutions and its resultant changes to the current contract language as provided by Nationwide.

E. Blair County Department of Emergency Services:

Requesting approval to appoint Cris Fredrickson, Blair County Operations and Training Officer, as an Alternate Delegate to the Executive Board of the Terrorism Task Force should Mark Taylor, Blair County Director of Public Safety not be in attendance, and serve as the Alternate Delegate for the duration of Mark Taylor's appointment to the Terrorism Task Force.

F. Blair County Department of Social Services:

Requesting approval of a disbursement of Affordable Housing Trust Funds in the amount of \$4,992.00 for the removal and replacement of a furnace at 505 North 6th Avenue, Altoona, PA.

G. Reassessment – Independent Contractor Agreement:

Requesting approval of an Independent Contractor Agreement between the County of Blair and Wiley Real Estate Services, LLC (Francis R. Wiley, MAI) to serve as consultant for commercial tax appeal hearings, mediations and settlement conferences and not as an appraiser pursuant to USPAP standards, at the rate of \$100.00 per hour. The county may employ Wiley Real Estate Services, LLC (Francis R. Wiley, MAI) for appraisal services at the rate of \$1,500.00 per appraisal report for standard commercial and industrial properties and non-standard commercial and industrial properties shall be on an as quoted-basis prior to authorization by the county.

H. Sodium Chloride/COSTARS:

Requesting approval to participate in the COSTARS 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 August 2019 through July 2020 and authorization for the County Administrator to submit the request on behalf of the county.

I. Blair County Bridge #83 over the Beaverdam Branch of the Juniata River (Hollidaysburg Borough):

Requesting approval for the submission of the following items pertaining to the repair of Blair County Bridge #83 over the Beaverdam Branch of the Juniata River (Hollidaysburg Borough) associated with the US 22/North Juniata Street Intersection Project:

- General Permit (GP) 11 Permit Package
- Chapter 105 Permit Registration
- General Information Form

J. County Road 101 - Amendment to Ordinance 1-98:

Requesting authorization to advertise for an amendment to Ordinance 1-98, establishing regulations for the parking of motor vehicles during a Declaration of Winter Weather.

K. HVAC and Interior Alterations Project:

Requesting a Change Order #4 to the contract between the County of Blair and Kretina Builders, Inc. (General Contractor) in the amount of \$11,320.72, to provide structure support for the brick partition previously concealed in the apse area of the 1875 courtroom, and required for the installation of the HVAC return air plenum.

12. **ADJOURN**

WORK SESSION: TUESDAY, FEBRUARY 5, 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: William Madden, Kaleen Wolfe and Terri Johnson (Frankstown Elementary School PTO), Ashley Gehrdes (CYF), Mike Hofer (Central Blair Recreation Commission), Matt Cursio (Kelly Federation Baseball League), Mark Taylor, Jeniene Lang, Bobbi Schmitt and Susan Ammerman (911/EMA Center), Ruth Moyer (Public), Diane Peo (Public), Richard Peo and Christopher Tatar (Sheriff's Office), Chuck Gojmerac (Morrison's Cove Memorial Park), Suzanne McElrenney (Temple University), Kimberly Gurekovich and Ardean Latchford (Tyrone Borough), Todd Brennan (Bellwood Antis Little League), Duane Stere (Northern Blair County Recreation Center), Mike Yeaton and Brian Bressler (Camp Anderson Corporation), Joe Keller (Keller Engineers), Jenn Sleppy (Finance), A.C. Stickel (Controller), Melissa Harpster and Nicole Hemminger (Commissioners Office), Katherine Swigart (Human Resources), Jim Hudack (Social Services), Scott White (Public), Kay Stephens (Altoona Mirror), Rocky Greenland (Public Works), David Woleslagle, Ian Smilnak, Bob Green and Timothy Green (Penn's Woods Council Boy Scouts/Eagle Scouts), City of Altoona Mayor, Matthew Pacifico and Winifred Branton (City of Altoona).

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 all present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – TUESDAY, JANUARY 29, 2019:

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

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

PUBLIC COMMENT:

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

COMMISSIONERS COMMENTS:

Commissioner Erb called for commissioners comments. **There were no comments noted.**

SPECIAL PRESENTATION:

Certificate of Retirement and Appreciation:

Bobbi Schmitt for service to the County of Blair.

Commissioner Beam and fellow Commissioner's Erb and Tomassetti extended a sincere thank you to Bobbi Schmitt for 25 years' of dedicated service as an employee to the County of Blair and wished her well in her upcoming retirement. Commissioner Beam read the following Certificate of Retirement and Appreciation and presented the Certificate to Ms. Schmitt.

Ms. Schmitt shared a few brief words and thanked the Commissioner's for the recognition.

**Certificate of Retirement & Appreciation
Presented to Bobbi Schmitt for Service to the County of Blair**

Bobbi began working for Blair County in 1994 as a secretary for District Justice Jones. She later joined the Blair County Department of Emergency Services, continuing her duties as a secretary. In October 1997, Bobbi became a 911 Telecommunicator for the 911 Center. She has the longest tenure as an employee for the Department of Emergency Services where her dedication and professional service have helped to save many lives!

We thank you for your service to the residents of Blair County and wish you much happiness as you embark on your next journey through life.

Presented with heartfelt gratitude and appreciation this 5th day of February, 2019.

BLAIR COUNTY BOARD OF COMMISSIONERS:

Bruce R. Erb, Chairman Terry Tomassetti, Vice-Chairman Ted Beam, Jr., Secretary

Attest:

Helen P. Schmitt, Chief Clerk

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt the Certificate of Retirement and Appreciation.

SPECIAL PRESENTATION:

Blair County Parks and Recreation:

2018 Park and Recreation Grant Fund Recipient Plaque Presentations (Total of \$20,000.00 Awarded)

Commissioner Beam provided background information on Parks & Recreation Grants and the funding for the grants. He stated that in 2018 a total of \$20,000.00, was awarded in grant funds.

On behalf of the Board of Commissioners, Commissioner Beam presented the 2018 Blair County Parks & Recreation Grant Plaques to the following recipients:

Frankstown Elementary School PTO

William Madden, Principal, Terri Johnson, Kaleen Wolfe, and Nicole Hemminger

Playground Construction

\$2,622.50

Morrison's Cove Memorial Park

Chuck Gojmerac

Park Electrical Upgrades

\$2,622.50

Central Blair Recreation Commission

Mike Hofer

LED Scoreboard at Vets Memorial Field

\$2,622.50

Northern Blair County Recreation Center

Duane Stere

Outdoor Soccer Goals

\$1,922.50

Tyrone Borough

Kim Gurekovich and Ardean Latchford

Sensory Playground Reservoir Park

\$2,622.50

Tyrone Camp Anderson Corporation

Brian Bressler and Mike Yeaton

Metered Trail around the perimeter of the camp

(A project extension request was granted until June 2019 due to extremely rainy/wet weather during the summer and fall of 2018.)

\$2,592.50

Bellwood Antis Little League

Todd Brennan

New Bleachers

\$2,622.50

George B. Kelly Amateur Baseball

Matt Cursio

Installation of Bleacher Base at Geesey Park

\$2,372.50.

The grant recipients each expressed words of appreciation and thanks to both the Board of Commissioners and the Parks and Recreation Advisory Board for the grant opportunities afforded to them.

CONSENT AGENDA

Resolution 45-2019:

- a. Payment of four (4) Warrant Lists dated February 4, 2019, in the amounts of \$395,300.47; \$279,299.65; \$34,378.26; and \$468,165.30, which include payments of the following invoices to:
 - **Keller Engineers, Inc.**, in the total amount of \$587.50, for 2018 Engineering Services.
 - **2017 Project Fund/Bond/Sheriff's Office:** John Stuckey Ford, for the purchase of one (1) 2019 Ford Transit T-250, in the total amount of \$55,182.64.
 - **2017 Project Fund/Bond/MUNIS:** Tyler Technologies, for implementation services dated December 13, 2018, in the total amount of \$1,275.00.
 - **2017 Project Fund/Bond/Courthouse Water Infiltration:** John Rita, for services rendered during the month of December 2018, in the total amount of \$500.00.
- b. Ratification of Payroll for the Check Date of January 31, 2019 in the total amount of \$781,496.33.
- c. **2018 Budget Transfer:** To move funds from the general fund building maintenance budget to the capital reserve fund:

<u>From</u>	<u>\$</u>	<u>To</u>
01103BM-46030 Bldg. Main.	\$15,000.00	36101-46060 Capital Reserve

d. **2019 Budget Transfer:** January 2019 invoice received from Justifacts, Inc.:

From	\$	To
01105-42000 Human Resources	\$2,113.95	01209PO-42000 Prison
01105-42000 Human Resources	\$ 225.00	01151-42000 Sheriff's Office
01105-42000 Human Resources	\$ 127.75	01109-42000 Treasurer

- e. **Solid Waste Authority:** Requesting approval for the reappointment of Cory Gehret to the Solid Waste Authority for a five-year term, effective November 26, 2018 to November 25, 2023.
- f. **Employment:** Joshua R. Laird, FT, Case Manager-Male Inmates, Prison, \$19,045.94/yr., effective 02/04/19; Justin C. Means, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 02/04/19; Ashley E. Nicolson, From, Caseworker 1, CYF, \$16.33/hr., To Triage B, CYF, \$16.62/hr., effective 01/14/19.
- g. **Resignations:** Melissa A. Peterson, FT, GIS Specialist II, GIS, \$41,200.12/yr., effective 02/01/19; Denean M. Delozier, FT, Victim/Witness Advocate, Victim/Witness, \$20,395.65/yr., effective 02/08/19; Courtlin M. Holland, FT, Corrections Officer, Prison, \$40,643.20/yr., effective 02/09/19; David M. Holland, FT, Corrections Officer, Prison, \$40,830.40/yr., effective 02/11/19.

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of an invoices to Keller Engineers, Inc., and to John Rita.

Commissioner Beam voted Nay to the payment of an invoice to John Rita, with Commissioner Erb voting Yea and Commissioner Tomassetti abstaining due a professional relationship with Mr. Rita. There being a tie vote and as permitted by the Ethics Act, Commissioner Tomassetti again noted his conflict, and then proceeded to cast his vote in favor of payment of the invoice to John Rita, in light of the fact that the County has a previously approved contract with Mr. Rita.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 45-2019.

OLD BUSINESS:

1875 Courtroom and Lawyer's Lobby Furnishings:

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

Commissioner Tomassetti presented the following summary of the budget numbers as of February 4, 2019 for the 1875 Courtroom Project:

A. WAINSCOTING, DOORS, FLOORING
Wainscoting
<ul style="list-style-type: none"> Replace 32 pieces 1x4x48 of wainscoting that is currently missing or damaged due to previous courtroom modifications. Hidden by plywood paneling.
<ul style="list-style-type: none"> Install 8 register grills in matching existing style of courtroom.
<ul style="list-style-type: none"> Create 18 feet (consisting of 54 pieces) of wainscoting for front on the courtroom that was removed during previous remodel (construction of chambers in Courtroom) and not visible until chambers were removed.
<ul style="list-style-type: none"> Create wood molding to go around six (6) existing metal grates.
<ul style="list-style-type: none"> Paint same six (6) metal grates.
<ul style="list-style-type: none"> Create new baseboard as needed where current heating units will be removed.
<ul style="list-style-type: none"> Repair, strip, stain and varnish all existing and newly installed wainscoting.
<ul style="list-style-type: none"> \$68,400.00
Doors
<ul style="list-style-type: none"> Remove plywood from existing wooden doors and refinish
<ul style="list-style-type: none"> \$2,600.00
<ul style="list-style-type: none"> Create additional oak wood work to fill in sides where new lower doors will be installed. Finish new wooden doors to match existing entry door infill for existing.
<ul style="list-style-type: none"> \$5,300.00
Flooring – Behind Jury Box
<ul style="list-style-type: none"> Restore hardwood floors from back of jury box to back wall courtroom (50 x 45).
<ul style="list-style-type: none"> Flooring from front of courtroom will be savaged to do in fill all areas of missing flooring.
<ul style="list-style-type: none"> Floor will be stripped, repaired, stained and varnished.
<ul style="list-style-type: none"> \$26,000.00
Carpeting – Front of Courtroom
<ul style="list-style-type: none"> Inclusive of front wall to back of jury box and two (2) exterior and one (1) interior aisle runners from rear of jury box to rear wall.
<ul style="list-style-type: none"> \$ To Be Determined
<ul style="list-style-type: none"> \$102,300.00 TOTAL FOR ALL THE ITEMS LISTED UNDER PART A (EXCLUDING CARPET)
B. 1875 COURTOOM FURNISHINGS (PCI QUOTES)
Judge's Bench
<ul style="list-style-type: none"> Bench
<ul style="list-style-type: none"> \$6,510.06
<ul style="list-style-type: none"> Backdrop
<ul style="list-style-type: none"> \$6,466.91

<ul style="list-style-type: none"> • Witness Stands (1 ADA and 1 Regular) • \$5,687.31
<ul style="list-style-type: none"> • Total • \$18,664.28 (Note – Bond Allocation is \$50,000.00)
Accessory Staff (Prothonotary, Stenographer and Tip Staff)
<ul style="list-style-type: none"> • Refinish/repair 2 original 1875 single pedestal desks. • \$1,205.46
<ul style="list-style-type: none"> • Refinish/repair 1 non-original double pedestal desk. • \$722.65
<ul style="list-style-type: none"> • Build small complementary style table for Deputy Sheriff the same dimensions as the single pedestal desk. • \$ To Be Determined
Attorney/Litigant Related
<ul style="list-style-type: none"> • Refinish existing original 1875 counsel tables • \$1,255.78
<ul style="list-style-type: none"> • Refinish existing original 1875 attorney podium • \$575.38
Seating for Accessory Staff and Counsel Table
<ul style="list-style-type: none"> • Refinish/repair 10 identical plain 1875 chairs for uniform seating. • \$2,639.70 (\$248.97/chair plus freight)
Jurors
<ul style="list-style-type: none"> • Jury Box for 16 inclusive of one ADA seat • \$16,345.75 (Note Bond Allocation is \$25,000.00)
Public Seating
<ul style="list-style-type: none"> • Refinish/repair 15 public pews/benches with 2 cushions per bench. <u>Contract in place with PCI.</u> • \$15,330.95
<ul style="list-style-type: none"> • Refinish/repair 40 identical 1906 barrel back chairs for needed additional seating in courtroom. • \$9,958.80
\$66,698.75 TOTAL FOR ALL THE ITEMS LISTED UNDER PART B (EXCLUDING TABLE DEPUTY SHERIFF)
Potential Savings
<ul style="list-style-type: none"> • PCI charges are inclusive of freight charges totaling \$21,900.00, which includes removal and reinstallation. Some savings available from Blair County Staff transport of portable items such as chairs, counsel tables, etc., as they do not require specialty removal or re-installation service.
Summary
<ul style="list-style-type: none"> • Wainscoting et al. • \$102,300.00
<ul style="list-style-type: none"> • Furnishings (including \$15,330.95 under contract) • \$66,698.75
<ul style="list-style-type: none"> • Total • \$168,998.75

Discussion followed.

STAFF REPORTS & SPECIAL BUSINESS:

Penn’s Woods Council - Boy Scouts:

Timothy Green and Ian Smilnak (Boy Scouts) presented discussion concerning a joint Eagle Scout Project consisting of the construction of a memorial for firefighters and emergency medical service personnel (EMS).

Timothy and Ian stated that they would jointly work on the construction of a memorial for firefighters and emergency medical service personnel (EMS) to be located in the courtyard area in front of the Blair County Courthouse. Timothy Green will be working on the construction of a memorial for firefighters and Ian Smilnak will be working on the construction of a memorial for emergency medical service personnel. Both Scouts are conducting fundraisers for their respective portion of the project. Construction of the project needs to be completed by May 2019.

David Woleslage, Penn’s Woods Council Boy Scouts and Bob Green, Timothy’s father, both stated that they are aware of the exterior renovations to the courtyard area and 1999 portion of courthouse. They stated that the completed project could easily be removed during renovation and replaced upon completion, or the materials could be purchased for the project and placed in storage until renovations are completed. Mr. Woleslage stated his concerns with placing the items in storage for an extended period of time.

The Commissioners and County Administrator Schmitt presented discussed their concerns with construction of the project and stated that should authorization of the project be granted, all construction details, matters, issues, etc., are to be fully communicated and discussed with Blair County Public Works Director, Rocky Greenland, prior to any construction implementation and that the project must be at no cost to the county.

Discussion followed.

Resolution 46-2019: A resolution approving authorization of a joint Eagle Scout Project by Timothy Green and Ian Smilnak, Boy Scouts, under the leadership of David Wolesslagle, Penn's Woods Council – Boy Scouts, and guidance of parents Bob Green and James Smilnak, consisting of the construction of a memorial for firefighters and emergency medical service personnel (EMS) located in the courtyard area in front of the Blair County Courthouse. All construction details, matters, issues, etc., will be fully communicated and discussed with Blair County Public

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 46-2019.

City of Altoona:

City of Altoona Mayor, Matthew Pacifico, presented discussion concerning authorization to advertise for the adoption of an Ordinance for entrance into a Land Bank Intergovernmental Cooperation Agreement and a Memorandum of Understanding (MOU) by and among the County of Blair, the Redevelopment Authority of Altoona, the City of Altoona and the Altoona Area School District.

Mayor Pacifico brought before the Commissioners the Ordinance and MOU and explained the city's desire to start a Land Bank. Attorney Branton explained highlights of the agreement.

Solicitor Karn advised the Commissioners that the interpretation of the language in the Intergovernmental Cooperation forming the Land Bank reads that the County would be waiving all back taxes and any costs associated with repository properties placed in the land bank.

The Commissioners requested Solicitor Karn draft proposed language to be added to the Intergovernmental Agreement that would allow the County to recuperate costs on a pro-rata basis with the City of Altoona and the Altoona School District from the quarterly distribution of real estate taxes collected by Blair County Tax Claim Bureau.

Discussion followed.

Commissioner Tomassetti excused himself for the remainder of the meeting.

Blair County Children, Youth and Families:

- a. Ashley Gehrdes requested approval for the submission of the Civil Rights Compliance Licensing Renewal Questionnaire to the Commonwealth of Pennsylvania, Department of Human Services.

Mrs. Gehrdes stated that this is a required annual submission to the Commonwealth of Pennsylvania with a submission deadline of February 12, 2019. She stated that the questionnaire has been completed and was forwarded to the board for review.

Discussion followed.

Resolution 47-2019: A resolution approving the submission of the Civil Rights Compliance Licensing Renewal Questionnaire to the Commonwealth of Pennsylvania, Department of Human Services.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 47-2019.

- b. Ashley Gehrdes requested approval of a FY 17/18 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Devereux Foundation for out-of-home placement services to children in agency custody for the period of July 1, 2017 through June 30, 2018.

Mrs. Gehrdes stated that Devereux Foundation is a residential facility that provides out-of-home placement services to children in agency custody. They have worked with CYF on difficult cases, have accepted hard to place children with extensive issues and have helped achieve success with returning children home to their biological parents.

Mrs. Gehrdes thanked Solicitor Karn for his help in achieving acceptable contract language that the State, Agency and County could all agree on regarding rates and other terms and conditions.

Discussion followed.

Resolution 48-2019: A resolution approving a FY 17/18 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Devereux Foundation for out-of-home placement services to children in agency custody for the period of July 1, 2017 through June 30, 2018.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 48-2019.

- c. Ashley Gehrdes requested approval of a FY 18/19 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Devereux Foundation for out-of-home placement services to children in agency custody for the period of July 1, 2018 through June 30, 2019.

Discussion followed.

Resolution 49-2019: A resolution approving a FY 18/19 Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families and Devereux Foundation for out-of-home placement services to children in agency custody for the period of July 1, 2018 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 49-2019.

- d. Ashley Gehrdes requested approval of an Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, Inc. for the Adoption Foster Care Accounting Reporting System (AFCARS) 2019 Upgrade to the Child Accounting and Profile System (CAPS) in the fixed price amount of \$1,287.40, for the period of January 1, 2019 through June 30, 2019.

Mrs. Gehrdes stated that the agreement is for software development of the AFCARS data elements within the CAPS system and that the elements are required data that is reported through this system to the state and the federal government and aids in gathering data to support funding requests and defines program strengths and deficits.

Discussion followed.

Resolution 50-2019: A resolution approving an Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, Inc. for the Adoption Foster Care Accounting Reporting System (AFCARS) 2019 Upgrade to the Child Accounting and Profile System (CAPS) in the fixed price amount of \$1,287.40, for the period of January 1, 2019 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 50-2019.

Blair County Human Resources:

- a. Katherine Swigart requested approval of revisions to the Service Animals Policy No. 211, dated December 11, 2018, removing paragraph K, in Section 4. The county's insurance policy provides coverage, rendering additional coverage through a separate employee-obtained policy unnecessary.

Miss Swigart stated that since the county's insurance policy provides coverage, paragraph K, under Section 4 of Policy No. 211 needed to be removed as there is no longer a need for additional coverage through a separate employee-obtained policy.

Discussion followed.

Resolution 51-2019: A resolution approving revisions to the Service Animals Policy No. 211, dated December 11, 2018, removing paragraph K, in Section 4. The county's insurance policy provides coverage, rendering additional coverage through a separate employee-obtained policy unnecessary.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 51-2019.

- b. Katherine Swigart requested approval of a vendor-required change to the Guaranteed Minimum Interest Rate of the Fixed Annuity Contract available in the 457(b) Deferred Compensation Program with Fund Manager Nationwide Retirement Solutions and its resultant changes to the current contract language as provided by Nationwide.

Miss Swigart stated that the county recently received a notice from Nationwide Retirement Solutions regarding a change pertaining to the Guaranteed Minimum Interest Rate of the Fixed Annuity Contract to the 457(b) Deferred Compensation Program. She provided a brief summary of the options that the county could select and recommended that the board select Option Three, Sub-Option B, which uses the Plan's existing Default Investment Alternative (Nationwide Target Date Funds) for future contributions to the fixed annuity.

Discussion followed.

Resolution 52-2019: A resolution approving a vendor-required change to the Guaranteed Minimum Interest Rate of the Fixed Annuity Contract available in the 457(b) Deferred Compensation Program with Fund Manager Nationwide Retirement Solutions and its resultant changes to the current contract language as provided by Nationwide.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 52-2019.

Blair County Department of Emergency Services:

Mark Taylor requested approval to appoint Cris Fredrickson, Blair County Operations and Training Officer, as an Alternate Delegate to the Executive Board of the Terrorism Task Force should Mark Taylor, Blair County Director of Public Safety not be in attendance, and serve as the Alternate Delegate for the duration of Mark Taylor's appointment to the Terrorism Task Force.

Mr. Taylor stated that there are times when he is unable to attend the Executive Board Meeting of the Terrorism Task Force, therefore, Blair County is not represented. He recommends that the board consider the appointment of Cris Fredrickson as an Alternate Delegate to the Executive Board of the Terrorism Task Force should he be unable to attend a meeting.

Discussion followed.

Resolution 53-2019: A resolution approving the appointment of Cris Fredrickson, Blair County Operations and Training Officer, as an Alternate Delegate to the Executive Board of the Terrorism Task Force should Mark Taylor, Blair County Director of Public Safety not be in attendance, and serve as the Alternate Delegate for the duration of Mark Taylor's appointment to the Terrorism Task Force.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 53-2019.

Blair County Department of Social Services:

Jim Hudack requested approval of a disbursement of Affordable Housing Trust Funds in the amount of \$4,992.00, for the removal and replacement of a furnace at 505 North 6th Avenue, Altoona, PA.

Mr. Hudack stated that when Blair County Community Action Agency staff completed an initial audit of the property located at 505 North 6th Avenue, Altoona, PA, they found that the furnace is producing high levels of Carbon Dioxide (CO₂). At the present time it is not currently venting CO₂ into any of the living spaces, but that could change at any time. Staff installed additional CO₂ detectors in the living spaces as a temporary safety solution.

Mr. Hudack stated that once the removal and replacement of the furnace is completed in the amount of \$4,992.00, Blair County Community Action Agency would be able to leverage additional funds to conduct additional weatherization activities to the property that would total over \$6,022.54.

Discussion followed.

Resolution 54-2019: A resolution a disbursement of Affordable Housing Trust Funds in the amount of \$4,992.00 for the removal and replacement of a furnace at 505 North 6th Avenue, Altoona, PA.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 54-2019.

Reassessment – Independent Contractor Agreement:

County Administrator Schmitt requested approval of an Independent Contractor Agreement between the County of Blair and Wiley Real Estate Services, LLC (Francis R. Wiley, MAI) to serve as consultant for commercial tax appeal hearings, mediations and settlement conferences and not as an appraiser pursuant to USPAP standards, at the rate of \$100.00 per hour. The county may employ Wiley Real Estate Services, LLC (Francis R. Wiley, MAI) for appraisal services at the rate of \$1,500.00 per appraisal report for standard commercial and industrial properties and non-standard commercial and industrial properties shall be on an as quoted-basis prior to authorization by the county.

Mrs. Schmitt stated that the county has had a prior agreement with Mr. Wiley and that his services are once again needed at the recommendation of Attorney Janet Burkhardt of Weiss Burkhardt Kramer, who will be representing the county in the tax appeals filed with the Blair County Court of Common Pleas.

Discussion followed.

Resolution 55-2019: A resolution approving an Independent Contractor Agreement between the County of Blair and Wiley Real Estate Services, LLC (Francis R. Wiley, MAI) to serve as consultant for commercial tax appeal hearings, mediations and settlement conferences and not as an appraiser pursuant to USPAP standards, at the rate of \$100.00 per hour. The county may employ Wiley Real Estate Services, LLC (Francis R. Wiley, MAI) for appraisal services at the rate of \$1,500.00 per appraisal report for standard commercial and industrial properties and non-standard commercial and industrial properties shall be on an as quoted-basis prior to authorization by the county.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 55-2019.

Sodium Chloride/COSTARS:

Rocky Greenland requested approval to participate in the COSTARS 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 August 2019 through July 2020 and authorization for the County Administrator to submit the request on behalf of the county.

Mr. Greenland stated that this is a yearly request and that last year the price was \$56.99 per ton. He stated that the expense is an eligible expense to be paid from Liquid Fuel Funding.

Discussion followed.

Resolution 56-2019: A resolution approving to participate in the COSTARS 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 August 2019 through July 2020 and authorization for the County Administrator to submit the request on behalf of the county.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 56-2019.

Blair County Bridge #83 over the Beaverdam Branch of the Juniata River (Hollidaysburg Borough):

County Administrator Schmitt requested approval for the submission of the following items pertaining to the repair of Blair County Bridge #83 over the Beaverdam Branch of the Juniata River (Hollidaysburg Borough) associated with the US 22/North Juniata Street Intersection Project:

- General Permit (GP) 11 Permit Package
- Chapter 105 Permit Registration
- General Information Form

Mrs. Schmitt stated that the repairs to Bridge #83 are a result of the PennDOT US 22/North Juniata Street Intersection Project. She stated that because the county owns the bridge and therefore, must sign the permit documents. The bridge will be fully rehabilitated by PennDOT with no cost to the county.

Discussion followed.

Resolution 57-2019: A resolution approving the submission of the following items pertaining to the repair of Blair County Bridge #83 over the Beaverdam Branch of the Juniata River (Hollidaysburg Borough) associated with the US 22/North Juniata Street Intersection Project.

- General Permit (GP) 11 Permit Package
- Chapter 105 Permit Registration
- General Information Form

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 57-2019.

County Road 101 - Amendment to Ordinance 1-98:

County Administrator Schmitt requested authorization to advertise for an amendment to Ordinance 1-98, establishing regulations for the parking of motor vehicles during a Declaration of Winter Weather.

Mrs. Schmitt stated that the revisions to the ordinance would establish clearer regulations for the parking of motor vehicles along a specified portion of County Road 101 during a Declaration of Winter Weather. It would also provide authority for the removal of motor vehicles parked in violation of the ordinance and set forth the penalties for violation. She stated that the current signage will also be updated once the amended Ordinance has been adopted.

Discussion followed.

Resolution 58-2019: A resolution approving authorization to advertise for an amendment to Ordinance 1-98, establishing regulations for the parking of motor vehicles during a Declaration of Winter Weather.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 58-2019.

HVAC and Interior Alterations Project:

County Administrator Schmitt requested approval of Change Order #4 to the contract between the County of Blair and Kretina Builders, Inc. (General Contractor) in the amount of \$11,320.72, to provide structural support for the brick partition previously concealed in the apse area of the 1875 courtroom, and required for the installation of the HVAC return air plenum.

Mrs. Schmitt requested that the board consider taking action on the General Contract Change Order #4 received from Ketrina Builders, Inc. so that work can continue on the installation of the HVAC system.

Discussion followed.

Resolution 59-2019: A resolution approving Change Order #4 to the contract between the County of Blair and Kretina Builders, Inc. (General Contractor) in the amount of \$11,320.72, to provide structure support for the brick partition previously concealed in the apse area of the 1875 courtroom, and required for the installation of the HVAC return air plenum.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 59-2019.

ADJOURN:
Meeting Adjourned,

Helen P. Schmitt, County Administrator