

BUSINESS SESSION: TUESDAY, DECEMBER 10, 2019, 10:00 A.M.:

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

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

Others Present: Erin Franks (CYF), Donna Fisher (Conservation District), Jenn Sleppy and Sarah Chuff (Finance Office), Laura Burke (Commissioner Elect/Public), Grant Wills (GIS), Pete Weeks (District Attorney's Office), Robin Gindlesperger (Human Resources), Angela Wagner and A.C. Stickel (Controller), Kay Stephens (Altoona Mirror), James Ott (Sheriff), Robin Patton (Prothonotary), DeAnna Heichel (Assessment Office), Trina Illig (Social Services Office), Janice Meadows (Court Administrator), Nicole Hemminger and Melissa Harpster (Commissioners Office).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Erb called for a moment of silent reflection:

PLEDGE OF ALLEGIANCE TO THE FLAG:

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

APPROVAL OF MINUTES – TUESDAY, DECEMBER 3, 2019:

Commissioner Erb called for changes or corrections to the minutes of Tuesday, December 3, 2019.

There were no changes or corrections noted.

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

EXECUTIVE SESSION ANNOUNCEMENT:

County Administrator Schmitt announced that the Board of Commissioners, as well as herself, Assistant County Administrator Hemminger, and Human Resources Manager Gindlesperger met in Executive Session on Tuesday, December 3, 2019 beginning at 12:15 p.m. to discuss one (1) individual employee.

PUBLIC COMMENT:

Commissioner Erb called for public comment.

Commissioner Elect Laura Burke stated that as requested at last week's meeting she has reviewed the draft prepared by Commissioner Tomassetti on the proposed formation of a Courthouse Preservation Oversight Committee and has spoken directly with Commissioner Tomassetti and by email who has answered some of her questions.

Mrs. Burke stated that one of the questions she still has that remains unanswered is whether the two (2) current committee members who are retiring at the end of the year are willing to remain on the committee until the current projects are completed. She stated that the answer to this question she feels may answer her next question as to whether or not this matter is something that needs immediate attention or if the matter can wait until after the formation of the new board.

Mrs. Burke stated that another question she has is whether or not the county needs a more comprehensive committee who will address all of the county's building and grounds preventive maintenance issues as well as the historical preservation issues. She stated that for the most part she is in favor of formation of a committee however, the question remains as to how comprehensive the committee needs to be.

Mrs. Burke stated that she also questions whether historical preservation of items that are not "fixed" to the building needs to take place at this time. She also stated that she still has some questions regarding the purpose and terms of committee members and the mentioning of the prison in one section of the draft document, but then no other mention of it anywhere else in the document.

UPCOMING MINUTES:

Wednesday, December 11, 2019	3:00 p.m.	Blair Health Choices (120 Holliday Hills, Hollidaysburg)
Thursday, December 12, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 nd Fl.)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Fl.)
Friday, December 13, 2019		
Monday, December 16, 2019	3:00 p.m.	ABCD Corp. (DeVorris Center for Business)
Tuesday, December 17, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Fl.)
Wednesday, December 18, 2019	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Fl.)

Thursday, December 19, 2019

8:30 a.m.

Prison Board

(At the Prison)

10:00 a.m.

Records Improvement

(Conference Room 2B, 2nd Fl.)

7:30 p.m.

Ag Land Preservation Board

(1407 Blair Street, Hollidaysburg)

Friday, December 20, 2019

Monday, December 23, 2019

Tuesday, December 24, 2019

Christmas Eve

No Commissioners Meeting

CONSENT AGENDA:

Resolution 519-2019:

a. Payment of three (3) Warrant Lists dated December 9, 2019, in the amounts of \$258.35 #191216CI; \$375,279.84 #191210TL; and \$49,191.35 #191210CY that include payment of the following invoices:

- McCartney's, in the total amount of \$255.20.
- Keller Engineers, Inc., in the total amount of \$3,689.00.
- **2017 Project Fund/Bond/1875 Courtroom/1906 Courtroom and Lawyer's Lobby Furniture Repair/Refinishing:** PA Correctional Industries (PCI), in the total amount of \$2,645.75.

b. Ratification of one (1) Warrant Lists dated December 5, 2019, in the total amount of \$1,753.65 #191203FS.

c. Ratification of Total Payroll for the Check Date December 5, 2019, in the amount of \$783,312.33.

d. **2019 Budget Transfer:** Justifacts Invoice for November 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$101.25	44122-4200 911 Center
01101GCO-42000 General County Operations	\$101.25	01155-42000 Costs & Fines
01101GCO-42000 General County Operations	\$646.70	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$119.70	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$101.25	65504-42000 Social Services

e. **2019 Budget Transfer:** Invoice from Lytle Testing Services from April/May 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$87.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$87.00	01103HW-42000 Highway

f. **2019 Budget Transfer:** Invoice from McNees Wallace for October 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$49.00	01160ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$918.75	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$3130.42	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$465.50	01603-44080 Veterans' Affairs
01101GCO-44080 General County Operations	\$49.00	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$1078.00	01160ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$1711.75	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$24.50	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$24.50	01157-44080 Public Defender
01101GCO-44080 General County Operations	\$36.75	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$245.00	01111-44080 Tax Claim
01101GCO-44080 General County Operations	\$142.50	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$24.50	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$24.50	01157-44080 Public Defender

g. **Blair County Solid Waste Authority:** Requesting approval for the appointment of Helen Schmitt to the Blair County Solid Waste Authority, filling the expired term of Polly Cardone. Term to expire 11/25/24.

h. **Employment:** Jamie L. Lingenfelter, FT, APO Officer Aide 1, APO, \$18,200.00/yr., effective 12/09/19; Tyler L. Long, PT, Telecommunicator, 911 Center, \$14.32/hr., effective 12/09/19; and Christopher S. Bailey, From, FT, APO Officer, Altoona, APO, \$12.57/hr., To, FT, APO Deputy Chief, APO, \$42,000.14/yr., effective 11/30/19.

i. **Resignations:** Rodney L. Hill, FT, Custodian, Public Works, \$33,924.80/yr., effective 11/28/19; and April L. Stover, FT, Correctional Case Manager, Prison, \$19,046.04/yr., effective 12/04/19.

j. **Terminations:** Patrick Young, FT, Director of Veterans Affairs, Veterans Affairs Office, \$30,580.16/yr., effective 12/09/19.

Commissioner Tomassetti noted his abstention due to conflicts of interest on the payments of the following invoices:

- McCartney's
- Keller Engineers, Inc.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 519-2019 with abstention as noted.

UNEFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 520-2019: A resolution approving a proposal of service contract received from Keller Engineers, Inc., for design, permitting, bidding and construction services for underpinning of the far abutment of Blair County Bridge #22, located in Woodbury Township, in the lump sum total (Part 1) of \$9,600.00; and estimated costs (Part 2), of \$2,950.00, or a total lump sum plus estimated of \$12,550.00.

Commissioner Tomassetti noted his abstention on the adoption of Resolution 520-2019 due to a conflict of interest.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 520-2019 with abstention as noted.

Resolution 521-2019: A resolution approving a proposal of service contract received from Keller Engineers, Inc., for design, permitting, bidding and construction service for underpinning of the far abutment of Bridge #29 located in Allegheny Township, in the lump sum total (Part 1) of \$9,600.00; and estimated costs (Part 2), of \$2,800.00, or a total lump sum plus estimated of \$12,400.00.

Commissioner Tomassetti noted his abstention on the adoption of Resolution 521-2019 due to a conflict of interest.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 521-2019 with abstention as noted.

Resolution 522-2019: A resolution approving two (2) 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 through December 30, 2020; and the second agreement is for use by the 911 Operations Center, in the amount of \$6,500.00 for one (1) ArcGIS for Desktop Standard Concurrent Use License and one (1) ArcGIS for Server Enterprise Standard License through December 30, 2020.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 522-2019.

Resolution 523-2019: A resolution approving an Affordable Housing Trust Fund Program Disbursement, in the amount of \$200,000.00 to Family Services, Inc., for the renovation and construction of a new homeless shelter in Blair County, funds will be drawn down as needed towards the completion of said project.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 523-2019.

Resolution 524-2019: A resolution approving two (2) Demolition Fund Program requests, in the total amount of \$17,972.00 as follows:

1. Roaring Spring Borough, in the amount of \$7,972.00 for the demolition of a property located at 291 N. Main Street, Roaring Spring, PA 16673.
2. Williamsburg Borough, in the amount of \$10,000.00, for the demolition of a property located at 424 West 1st Street, Williamsburg, PA 16693.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 524-2019.

Resolution 525-2019: A resolution approving three (3) renewal FY 19/20 Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and the following agencies:

- Alternative Living Solutions
- Bethany Christian Services of Pennsylvania
- Devereux Advanced Behavioral Health

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 525-2019.

OLD BUSINESS:

Courthouse Preservation Oversight:

Continued discussion concerning the establishment of a Courthouse Preservation Oversight Committee and matters that need addressed by the committee and commissioners, such as the scope of the committee, the terms of the members and whether or not the Blair County Prison should be included in the committee oversight.

NEW BUSINESS:

Adoption of the 2020 General Fund and Reserve Account Budgets:

Jenn Sleppy requested adoption of the 2020 General Fund and the following Reserve Account Budgets: Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

Mrs. Sleppy stated that there have been no changes in the budget from introduction until present and that the following are the 2020 General Fund Projections:

Projected 2019 Unassigned General Fund	\$ 4,858,478
2020 Revenue Budget	\$54,888,572
2020 Expense Budget	\$56,782,292
2020 Budgeted Results	(\$ 1,893,721)
2020 Projected Unassigned General Fund	\$2,964,758

Mrs. Sleppy stated that the tax rate for general county purposes will be 3.676 mills on each \$100.00 of assessed valuation; for debt purposes 0.377 mills on each \$100.00 of assessed valuation; libraries .021 mill on each dollar of assessed valuation or \$.0021; and parks and recreation .000 mill on each dollar of assessed valuation or \$.0000 on each \$100.00 of assessed valuation; for a total of 4.074 mills.

Discussion followed.

Resolution 526-2019: A resolution of the COUNTY OF BLAIR, and the Commonwealth of Pennsylvania, appropriating specific sums estimated to be required for the specific purposes of the County Government, hereinafter set forth, during the current fiscal year.

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Commissioners of the County of Blair, Pennsylvania:

SECTION 1. That a tax be and the same is hereby levied on all real property within the said County subject to taxation for County purposes for the fiscal year 2020, as follows: **Tax rate for general County purposes, the sum of three and six hundred seventy-six thousandths (3.676) mills on each dollar of assessed valuation [or the sum of thirty-six and seventy-six hundredths cents (\$.3676)] on each one hundred dollars of assessed valuation; for debt purposes, the sum of three hundred seventy-seven thousandths (0.377) mills on each one hundred dollars of assessed valuation [or the sum of three and seventy-seven hundredths cents (\$.0377)] on each one hundred dollars of assessed valuation; for libraries the sum of twenty-one thousandth (.021) mill on each dollar of assessed valuation [or the sum of twenty-one hundredths cents (\$.0021)] on each one hundred dollars of assessed valuation; and for parks and recreation the sum of zero thousandth (.000) mill on each dollar of assessed valuation [or the sum of zero hundredths cents (\$.0000)] on each one hundred dollars of assessed valuation; for a grand total of four and seventy-four thousandths (4.074) mills.**

SECTION 2. That for the expenses of the County for the fiscal year 2020 the following amounts are hereby appropriated from the revenues available for the fiscal year for the specific purposes set forth below, which amounts are more fully itemized in the County Budget Form on file in the office of the County Commissioners.

SUMMARY OF ESTIMATED RECEIPTS

Cash and Securities for Appropriation		\$4,858,478
Taxes	\$33,268,429	
Court Costs, Fines and Forfeits	\$1,886,078	
Interest	\$45,000	
Grants & Gifts	\$16,882,923	
Departmental Charges & Reimbursements	\$2,034,898	
Payments in Lieu of Taxes	\$140,000	
TOTAL REVENUE RECEIPTS		\$54,257,328
TOTAL NON-REV. RECEIPTS		\$631,244
TOTAL EST. BAL. & RECEIPTS		\$59,747,050

SUMMARY OF APPROPRIATIONS

GENERAL GOVERNMENT

ADMINISTRATIVE

Commissioners	\$705,673
Solicitor	\$129,386
County Buildings	\$1,364,220
Human Resources	\$361,582
Conduct of Elections	\$577,583
Tax Assessment	\$733,942
Treasurer	\$230,382
Tax Collectors	\$127,664
Tax Claim	\$506,183
Controller	\$369,233
GIS	\$154,679
Planning and Zoning	\$54,250
Central Telephone and Postage	\$5,621

Information Technology	\$773,712	
Central Purchasing	\$37,939	
Records Management	\$98,162	
Office Services	\$111,202	
911	\$2,571	
Finance	\$155,984	
TOTAL ADMINISTRATION		\$6,499,968
JUDICIAL		
Register of Wills	\$506,381	
Sheriff	\$1,851,875	
Coroner	\$516,969	
Prothonotary	\$763,231	
Costs & Fines	\$196,557	
Domestic Relations	\$250,000	
Public Defender	\$955,478	
District Attorney	\$1,583,115	
Law Library	\$49,582	
Courts	\$2,346,895	
District Justices	\$1,480,887	
Victim Witness	\$213,130	
TOTAL JUDICIAL		\$10,714,100
TOTAL GENERAL GOVERNMENT		\$17,214,068
CORRECTIONS		
Adult Probation and Parole	\$803,856	
Juvenile Probation and Parole	\$1,127,460	
Juvenile Detention Home	\$148,613	
Adjudicated Juveniles	\$623,308	
Prison Operations	\$10,759,404	
TOTAL CORRECTIONS		\$13,462,640
WELFARE		
Adult Day Care Center		
Blair Senior Services	\$1,405,830	
TOTAL ADULT WELFARE		\$1,405,830
JUVENILE WELFARE		
Children Youth and Families	\$16,342,462	
TOTAL JUVENILE WELFARE		\$16,342,462
TOTAL WELFARE		\$17,748,292
TOTAL HIGHWAY		\$995,808
OTHER GOVERNMENTAL EXPENDITURES		
Emergency Management	\$217,936	
Military Affairs	\$93,549	
Employee Benefits		
Insurance		
Agricultural Extension	\$112,078	
Soil Conservation	\$182,194	
TOTAL OTHER GOVERNMENTAL EXPENDITURES		\$605,757
TOTAL GOVERNMENTAL EXPENDITURES		\$50,026,565
NON GOVERNMENTAL EXPENDITURES		\$6,755,727
TOTAL EXPENDITURES		\$56,782,292
TOTAL BALANCE DECEMBER 31, 2020		\$2,964,758

SECTION 3. That any resolutions, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution passed finally by the Board of County Commissioners this 10th day of December 2019.

BLAIR COUNTY
BOARD OF COMMISSIONERS

Bruce R. Erb, President

Terry Tomassetti, Vice-President

Ted. Beam, Jr., Secretary

Attest:

Helen P. Schmitt, County Administrator

Date: December 10, 2019

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 526-2019.

Resolution 527-2019: A resolution approving adoption of the following 2020 Reserve Account Budgets:

- Liquid Fuels, Hotel Tax, Bond Fund, Hazardous Emergency Response, Fort Roberdeau, Juvenile Probation Grant, Coroner Vital Statistics, Tax Claim, Workers Comp Trust Fund, Unemployment Comp, Domestic Relation Title IV-E, Recreation Fund, Capital Reserve, Technology Fund, Victim Witness ARD, 911 Project, Juvenile Probation Office, Central Booking, Marcellus Shale Fund, Juvenile Title IV-E, Act 44 Bridge Fund, Juvenile Supervision Fee, Social Services, Offender Supervision, and Blair County Retirement Fund.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 527-2019.

Adoption of LERTA Ordinance 4-2019:

County Administrator Schmitt requested adoption of an Ordinance of the County of Blair amending Ordinance Number 7-14 enacted pursuant to the Local Economic Revitalization Tax Assistance Act establishing tax exemptions for real property located within deteriorated areas of the county designated by local municipalities; and providing for the implementation thereof, including the contingency of adoption of concurrent legislation by other affected municipalities.

Mrs. Schmitt stated that several weeks ago, Pat Miller from the Altoona Blair County Development Corporation (ABCD), requested authorization to advertise for an Ordinance amending Ordinance 7-14 in order to extend the LERTA designation in Ordinance 7-14 an additional five (5) years until December 1, 2024. She stated that authorization to advertise was approved by the board at that time, the appropriate advertisement was placed, the required amount of time for public view and comment has passed and she would now request that the board consider taking action on the adoption of the Ordinance. Mrs. Schmitt also stated that both the Altoona Area School District and the City of Altoona have approved the extension of the LERTA designation for an additional five (5) year period.

Discussion followed.

Resolution 528-2019: A resolution approving LERTA Ordinance 4-2019 amending Ordinance 7-2014 enacted pursuant to the Local Economic Revitalization Tax Assistance Act establishing tax exemptions for real property located within deteriorated areas of the county designated by local municipalities; and providing for the implementation thereof, including the contingency of adoption of concurrent legislation by other affected municipalities.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 528-2019.

LERTA ORDINANCE 4-2019

ORDINANCE OF THE COUNTY OF BLAIR AMENDING ORDINANCE NUMBER 7-14 ENACTED PURSUANT TO THE LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE ACT ESTABLISHING TAX EXEMPTIONS FOR REAL PROPERTY LOCATED WITHIN DETERIORATED AREAS OF THE COUNTY DESIGNATED BY LOCAL MUNICIPALITIES; AND PROVIDING FOR THE IMPLEMENTATION THEREOF, INCLUDING THE CONTINGENCY OF ADOPTION OF CONCURRENT LEGISLATION BY OTHER AFFECTED MUNICIPALITIES.

WHEREAS, the County of Blair, City of Altoona and Altoona Area School District determined in 2014 that a portion of the City of Altoona met the requirements for the purposes of providing certain real estate tax exemption to property owners pursuant to the Local Economic Revitalization Tax Assistance Act, Act No. 76 of December 1, 1977, P.L.237, 72 P.S.4722; and

WHEREAS, the County of Blair, City of Altoona and Altoona Area School District placed a five-year time limit upon the LERTA, which will expire December 1, 2019; and

WHEREAS, the County of Blair, City of Altoona and Altoona Area School District have agreed that the designated LERTA area is showing signs of achieving the purposes under the Local Economic Revitalization Tax Assistance Act and that an extension of time for five more years is in order.

NOW, THEREFORE, BE IT ORDAINED by the County of Blair as follows:

SECTION 1. AMENDMENTS

A. Section 6 of Ordinance Number 7-14 is amended to delete “five years after passage” and replace the same with “December 1, 2024.”

B. Section 10 of Ordinance Number 7-14 is amended to delete “2019” and replace the same with “2024.”

SECTION 2. CONTINGENCY

With respect to the County, this Ordinance shall only be effective if the City of Altoona and the Altoona Area School District enact ordinances or resolutions providing for an extension of their 2014 LERTA designation for the same territory described in Ordinance 7-14. Should they fail to enact or maintain such legislation, this Ordinance shall be considered to be ineffective.

ORDAINED AND ENACTED as an Ordinance of the County of Blair by its Board of Commissioners on this 10 day of December 2019.

BLAIR COUNTY COMMISSIONERS

Bruce R. Erb

Terry Tomassetti

ATTEST:

Ted Beam, Jr.

Helen P. Schmitt, Chief Clerk

Prothonotary Office:

Robin Patton requested approval to renew the service agreement between the County of Blair, Blair County Prothonotary and MBS Service for two (2) Lektrievers and (7) Kompact Movable Shelving System, in the amount of \$2,331.00, which will be paid from the Prothonotary Fund, for the period of January 1, 2020 to January 1, 2021.

Mrs. Patton stated that the service agreement is an annual renewal request. She stated that there has been no rate increase from previous years, and that Solicitor Karn has reviewed the agreement. Mrs. Patton also stated that the cost associated with the service agreement will be paid from the Prothonotary Automation Fund.

Discussion followed.

Resolution 529-2019: A resolution approving a one (1) year renewal service agreement between the County of Blair, Blair County Prothonotary and MBS Service for two (2) Lektrievers and (7) Kompact Movable Shelving System, in the amount of \$2,331.00 to be paid from the Prothonotary Automation Fund, for the period of January 1, 2020 to January 1, 2021.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 529-2019.

Assessment Office:

DeAnna Heichel requested approval of an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer LLC for legal counsel services in assisting with the Blair County 2019 interim appeals and 2020 assessment appeals with respect to value, at the rate of \$155.00 per hour, plus overnight lodging reimbursement when necessary, based upon court schedule or to minimize travel time. The agreement will be effective immediately and terminating on December 31, 2020 or sooner if all court appeals filed in 2019 for the 2020 assessment year have concluded. Costs associated with the agreement will be paid from the Blair County Assessment Office General Fund Budget.

Ms. Heichel stated that Solicitor Karn has reviewed the agreement and that the rate does reflect an increase from \$150.00 per hour to \$155.00 per hour. She stated that she has \$12,000.00 budgeted for 2020 to cover these charges.

Discussion followed.

Resolution 530-2019: A resolution approving an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer LLC for legal counsel services in assisting with the Blair County 2019 interim appeals and 2020 assessment appeals with respect to value, at the rate of \$155.00 per hour, plus overnight lodging reimbursement when necessary based upon court schedule or to minimize travel time, paid through the Blair County Assessment Office General Fund Budget, effective immediately and terminating on December 31, 2020 or sooner if all court appeals filed in 2019 for the 2020 assessment year have concluded.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 530-2019.

Court Administration:

- a. Janice Meadows requested approval of a thirty-six (36) month Subscriber Agreement (renewal) between the County of Blair and West, a Thomson Reuters business, for one (1) West Complete Library Subscription, for the Law Library, in the amount of \$640.80 for the first year (\$53.40 monthly) with a 5% increase for years two (2) and three (3), for the period of January 1, 2020 through December 31, 2022.

Mrs. Meadows stated that this renewal agreement is for print publications for the Law Library. She stated that Solicitor Karn requested an addendum to the agreement, and that she just received the addendum from West this morning.

Solicitor Karn stated that he would like to have time to review the addendum before the board considers taking any action on the agreement.

Discussion followed.

- b. Janice Meadows requested approval of a thirty-six (36) month Subscriber Agreement (renewal) between the County of Blair and West, a Thomson Reuters business, for Westlaw for Government On-line Legal Research for Judges, Law Clerks, Magisterial District Judges and Public Defender’s Office, in the monthly amount of \$2,906.46 for the first year with a 3% increase for years two (2) and three (3), for the period of January 1, 2020 through December 31, 2022.

Mrs. Meadows stated that Solicitor Karn has reviewed the agreement and everything is in place for the board’s approval consideration.

Discussion followed.

- c. Janice Meadows requested approval of the WestPack Print Products Annual Hard Copy Updates of PA Rules of Procedure, PA Criminal Justice, PA Reporter and PA Statutes as designed by the agreement for Judges, Law Clerks, in the amount of \$1,536.90 monthly for the first year with a 5% increase for years two (2) and three (3), for the period of January 1, 2020 through December 31, 2022.

Mrs. Meadows stated that this a request for print products of the annual hard copy updates of the PA Rules of Procedure, PA Criminal Justice, PA Reporter and PA Statutes and Solicitor Karn has reviewed this agreement.

Discussion followed.

- d. Janice Meadows requested approval of WestPack Print Products for the Magisterial District Judges, in the amount of \$491.40 monthly for the first year with a 5% increase for years two (2) and three (3), for the period of January 1, 2020 through December 31, 2022.

Mrs. Meadows stated Solicitor Karn has reviewed the agreement.

Discussion followed.

Blair County District Attorney’s Office:

- a. Peter Weeks requested approval of a License and Maintenance Agreement (renewal) for the Prosecutor Management System between the Blair County District Attorney and Corrections Development, Inc., in the total amount of \$6,974.00 for the period of January 1, 2020 through December 31, 2020 as follows:

Quantity	Item Code	Description	Price Each	Amount
16	District Attorney	2020 Prosecutor Management Maintenance & Upgrades for DA Software	\$389.00	\$6,224.00
1	Support	1/1/20 – 12/31/20 (Optional) 10 hours for DA technical support, PMS Report support, and/or Oracle database support	\$750.00	\$750.00
			Extended Total	\$6,974.00

- b. Peter Weeks requested approval of a quote received from CDW-G for fifty-seven (57) Oracle Database Standard Edition 2 – license – 1 named user, in the total amount of \$15,591.78.
- c. Peter Weeks requested approval of a 2019 Budget Transfer from 01117-44700-IT, in the amount of \$15,591.78, to 762011-42080-APO in the amount of \$9,300.36 for thirty-four (34) Oracle license and data support, and 01158-42080-District Attorney in the amount of \$6,291.42 for twenty-three (23) Oracle license and data support.

Resolution 537-2019: A resolution approving the quote received from CDW-G for fifty-seven (57) Oracle Database Standard Edition 2 – license – 1 named user, for the Blair County Adult Probation Parole and the Blair County District Attorney Offices, in the total amount of \$15,591.78; and a 2019 Budget Transfer from 01117-44700-IT, in the amount of \$15,591.78, to 762011-42080-APO in the amount of \$9,300.36 for thirty-four (34) Oracle license and data support, and 01158-42080-District Attorney in the amount of \$6,291.42 for twenty-three (23) Oracle license and data support.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 537-2019.

Blair County Park and Recreation Advisory Board:

- a. Joe Keller requested approval for completion of a Survey and Hydrologic and Hydraulic (H & H) Study, in the amount of \$4,700.00, to determine floodplain boundary near the Valley View Park Amphitheater.

Mr. Keller stated that the Park and Recreation Advisory Board is intending to apply for a DCNR Grant for construction of a new amphitheater at Valley View Park. However, before the grant can be applied for, an H & H Study needs to be prepared for the stream that runs behind the amphitheater to determine stream floodway. Mr. Keller stated that since the stream is not a FEMA studied stream the floodway limit is 50 feet from the top of the streambank, which would extend to the front of the existing amphitheater. He stated that ideally the new amphitheater should be located in the same location as the existing amphitheater, and that the H & H Study would establish actual floodway based on the survey of stream cross-sections.

Mr. Keller stated that the cost of the survey is \$1,200.00 and preparation of the H & H Study is \$3,500.00 (\$4,700.00 total). He stated that the H & H Study needs to be completed before a pre-application meeting is scheduled with DCRN since the study greatly affects the project.

Discussion followed.

- b. Joe Keller requested approval for authorization for the Blair County Park and Recreation Advisory Board to move forward with the preparation of a Department of Conservation and Natural Resources Grant Application (DCNR) with application submission due by April 2020. The estimated grant submission would be in the amount of \$161,500.00 with a required 50% match for construction replacement of a 1,000 square foot amphitheater with roof, enclosed sides, lighting, ADA accessible stage, and ADA accessibility to stage from the Valley View Park Parking Lot.

Mr. Keller stated that the Blair County Park and Recreation Advisory Board recommend the Board of Commissioners grant authorization to move forward with the preparation of a DCNR Grant Application for funds to be used for the construction replacement of a 1,000 square foot amphitheater with roof, enclosed sides, lighting, ADA accessible stage, and ADA accessibility to the stage from the Valley View Parking Lot. He stated that through conversation with DCNR, DCNR has indicated that they feel this would be a fundable project.

Mr. Keller stated that the cost estimate of the project is in the amount of \$161,500.00. He stated that there is a required 50% match of funds that would be met from the Park and Recreation Reserve Account, in-kind funds, etc. He stated that the grant application is in April 2020.

Discussion followed.

- c. Mr. Keller requested approval of Application for Payment #1, received from Stelco, Inc., in the amount of \$10,683.90 for electrical upgrades to two (2) Pavilions at Valley View Park.

Mr. Keller stated that Stelco, Inc. submitted Application for Payment #1 for services rendered in providing electrical upgrades to two (2) Pavilions at Valley View Park. He stated that the Application for Payment is for 90% completion of the work and that a 10% retainage fee will be due once the final inspection of the completed work is done. The final inspection is due to take place later this afternoon.

Discussion followed.

Resolution 531-2019: A resolution approving Application for Payment #1, received from Stelco, Inc., in the amount of \$10,683.90 for electrical upgrades to two (2) Pavilions at Valley View Park.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 531-2019.

- d. Donna Fisher requested approval for submission and signature of a General Permit #3 Application to the Pennsylvania Department of Environmental Protection (DEP) for Bank Rehabilitation, Bank Protection and Gravel Bar Removal of the Streambank located at Valley View Park. No permit fee required. (Streambank stabilization to be completed in the spring or summer of 2020.)

Donna Fisher stated that an unnamed tributary to Brush Run runs through the eastern portion of Valley View Park and that there are several areas of streambank erosion within the property. She stated that in order to complete streambank stabilization activities, the county must first submit a General Permit #3 “Bank Rehabilitation, Bank Protection and Gravel Bar Removal” to the Pennsylvania Department of Environmental Protection. She stated that there is no fee for the permit.

Discussion followed.

Resolution 532-2019: A resolution approving submission and signature of a General Permit #3 Application to the Pennsylvania Department of Environmental Protection (DEP) for Bank Rehabilitation, Bank Protection and Gravel Bar Removal of the Streambank located at Valley View Park. No permit fee required. Streambank stabilization to be completed in the spring or summer of 2020.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 532-2019.

- e. Commissioner Beam requested approval to advertise an open application period for funding of acquisition, development, and rehabilitation projects through the Blair County Parks and Recreation Grant Program. Total amount to be expended for grant offerings in 2020 from the Park and Recreation Reserve Account is \$20,000.00.

Commissioner Beam stated that it has been the practice of the Park and Recreation Advisory Board to offer grant opportunities every other year. He stated that the Park & Recreation Advisory Board approved to recommend to the Board of Commissioners an allocation of Park and Recreation Reserve Account funds in the total amount of \$20,000.00 to be expended for grant offerings in 2020 and for authorization to advertise the open application period.

Discussion followed.

Resolution 533-2019: A resolution approving to advertise an open application period for funding of acquisition, development, and rehabilitation projects through the Blair County Parks and Recreation Grant Program. Total amount to be expended for grant offerings in 2020 from the Park and Recreation Reserve Account is \$20,000.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 533-2019.

Lakemont Dam Inspection Report and updated Emergency Action Plan:

Rocky Greenland requested approval of the 2019 Lakemont Dam Inspection Report and updated Emergency Action Plan.

Mr. Greenland stated that this the Lakemont Dam Inspection Report and the updated Emergency Action Plan completed annually for the county by Gwin, Dodson & Foremen for submission to the Pennsylvania Department of Environmental Protection PADEP).

Mr. Greenland stated that the only recommendations to the county from the inspection were to remove the overgrown vegetative growth from the downstream area; continue to remove small saplings and vegetative growth from the upstream embankment slop and downstream area; monitor the right drop inlet for further signs of increased flow and/or turbidity; and to repair damage to the concrete floor located within the gated spillway channel.

Discussion followed.

Resolution 534-2019: A resolution approving the 2019 Lakemont Dam Inspection Report and updated Emergency Action Plan.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 534-2019.

Department of Social Services:

Trina Illig requested approval for the submission of a FY 19 (2nd round) HOME Investment Partnership Program Grant Application to the Department of Community and Economic Development (DCED), in the amount of \$250,000.00, to be used countywide in conjunction with our anticipated Lead Hazard Control Grant Funds from the Pennsylvania Department of Health (DOH).

Discussion followed.

Magisterial District Judge Fred Miller’s Office

- a. County Administrator Schmitt requested approval of a Declaration of Emergency at Magisterial District Judge Fred Miller’s Office, Tyrone, PA due to the malfunctioning of the rooftop-heating unit and the emission of carbon monoxide.

Mrs. Schmitt stated that due to the malfunctioning rooftop-heating unit at Magisterial District Judge Fred Miller's Office, located in Tyrone, PA the emission of carbon monoxide into the building resulted in the evacuation and closure of the building until repairs to the unit are made. She requested approval of a Declaration of Emergency relieving the county from bidding practices required by county code for the repair project.

Discussion followed.

Resolution 535-2019: A resolution approving a Declaration of Emergency at Magisterial District Judge Fred Miller's Office, Tyrone, PA due to the malfunctioning of the rooftop-heating unit and the emission of carbon monoxide.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 535-2019.

- b. County Administrator Schmitt requested ratification of the acceptance and approval of the quote received from Boyer Refrigeration Heating & Air Conditioning, in the amount of \$12,991.36, for installation of a 10 Ton CV G/E Quick Adapter Curb and Duct Replacement.

Mrs. Schmitt stated that due to the emergency and the urgency for repairs to the unit a quote was received from Boyer Refrigeration Heating & Air Conditioning, in the amount of \$12,991.36, for installation of a 10 Ton CV G/E Quick Adaptor Curb and Duct Replacement. She stated that Boyer's estimated that the project would be completed by end of this week.

Discussion followed.

- c. County Administrator Schmitt requested ratification of a 2019 Budget Transfer in the total amount of \$12,991.36 to cover the expenses associated with the Declaration of Emergency at Magisterial District Judge Fred Miller's Office:

• From: 01103HW- 44060- Highway	To: 01161FM-46030- MDJ Miller	\$8,700.00
• From: 01103HW- 44840- Highway	To: 01161FM-46030- MDJ Miller	\$3,206.90
• From: 01103 BM- 44060-Bldg. Maintenance	To: 01161FM- 46030- MDJ Miller	\$1,084.46

Mrs. Schmitt stated that because the malfunctioning of the rooftop-unit was unexpected there is a need to transfer funds from one budgeted area to another to cover the cost of the repairs.

Discussion followed.

Resolution 536-2019: A resolution approving ratification of the acceptance and approval of the quote received from Boyer Refrigeration Heating & Air Conditioning, in the amount of \$12,991.36, for installation of a 10 Ton CV G/E Quick Adapter Curb and Duct Replacement; and ratification of a 2019 Budget Transfer in the total amount of \$12,991.36 to cover the expenses associated with the Declaration of Emergency at Magisterial District Judge Fred Miller's Office as follows:

• From: 01103HW- 44060- Highway	To: 01161FM-46030- MDJ Miller	\$8,700.00
• From: 01103HW- 44840- Highway	To: 01161FM-46030- MDJ Miller	\$3,206.90
• From: 01103 BM- 44060-Bldg. Maintenance	To: 01161FM- 46030- MDJ Miller	\$1,084.46

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 536-2019.

ADJOURN:
Meeting Adjourned,

Helen P. Schmitt, County Administrator