

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, MAY 9, 2023, 10:00 A.M.**

**Public meetings are being held both in-person and by conference call. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **UPCOMING MEETINGS**

Wednesday, May 10, 2023		
Thursday, May 11, 2023	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, May 12, 2023	1:00 p.m.	Airport Authority Meeting (Blair County Airport)
Monday, May 15, 2023	7:30 p.m.	Conservation District Board Meeting (1407 Blair St., Hollidaysburg)
Tuesday, May 16, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)
		Election Day Courthouse Open
Wednesday, May 17, 2023	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Floor)
Thursday, May 18, 2023	8:30 a.m.	*Prison Board (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, May 19, 2023		
Monday, May 22, 2023		
Tuesday, May 23, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

6. **APPROVAL OF MEETING MINUTES 04/25/23 and 04/27/23**
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **SPECIAL PRESENTATION – Lakemont Park**
10. **PROCLAMATION – National Corrections Officers and Employees Week May 7-13**
11. **CONSENT AGENDA**

Resolution #220-2023:

- a. Payment of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/09/2023	230509WW	\$1,129,337.26
05/09/2023	230509TC	\$ 226,812.14
05/09/2023	230509SS	\$ 208,386.70
05/09/2023	230509CY	\$ 56,194.24
05/09/2023	230509CO	\$ 37,443.82

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$110,117.00.

- b. Ratification of the following six-6 Warrant Lists:

EFFECTIVE DATE	REFERENCE	AMOUNT
05/02/2023	230502PR	\$ 375.00
05/02/2023	230502ML	\$ 30,583.92
05/04/2023	230504HR	\$ 99,448.31
05/01/2023	230501HI	\$533,121.90
05/01/2023	230501FN	\$117,026.68
05/01/2023	230501FS	\$ 3,269.59

c. Ratification of Total Payroll for the Check Dated May 5, 2023, in the total amount of \$834,909.33.

d. **2023 Budget Transfer:** Charges for shredding received from Burgmeier's.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42840 General County Operations	\$593.21	01161MD-42840 MDJ Dunio

e. **2023 Budget Transfer:** Charges received from Justifacts, Inc. for April 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$117.75	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$525.05	013201-42000 CYF
01101GCO-42000 General County Operations	\$80.75	08607-42000 Fort Roberdeau
01101GCO-42000 General County Operations	\$293.75	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$130.10	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$117.75	01602-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$274.50	01103CS-42000 Custodial Services
01101GCO-42000 General County Operations	\$264.85	01151-42000 Sheriff

f. **2023 Budget Transfer:** Legal fees from McNeese Wallace November 2022 that a reconciliation revealed as unpaid.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$8580.00	01101-44080 Commissioners

g. **2023 Budget Transfer:** Reimbursement to the Liquid Fuels Fund.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 General County Operations	\$18,953.28	01103HW.49003 Highway

h. **Blair County Bridges 87, 88, 89, 92/Box Culvert Project:** Requesting approval of Application for Payment #4 received from Francis J. Palo, Inc., in the total amount of \$81,932.09.

i. **Parking Garage Stairtower Project:** Requesting approval of Application for Payment #2 received from Ralph J. Albrano & Sons, Inc., in the total amount of \$181,358.10.

j. **Sheriff's Office:** Requesting approval of an Affiliation Agreement between the County of Blair and Pennwest Clarion University for the purpose of student internships.

k. **Sheriff's Office:** Requesting approval of one-1 Pennwest Clarion University student intern, Luke Yeager, for the period of May 15, 2023 through August 15, 2023 (120 hours). Internship is for credit only and at no cost to the county.

l. **Ceremonial Letters:** Requesting approval of two-2 ceremonial letters of congratulations to Coldwell Banker Town & Country Real Estate-Altoona on fifty-50 years in business; and to Judy Roberts for her vision and leadership for Valley View Park.

m. **Employment:** Luke E. Brown, FT, Deputy, Sheriff's Office, \$15.52/hr., effective 05/08/23; Dylan M. Conrad, FT, Law Clerk, Judge Doyle, \$41,623.40/yr., effective 05/08/23; Noah S. Plank, PT, Historic Site Assistant I, Fort Roberdeau, \$11.00/hr., effective 05/08/23; Kristy N. Rodriguez, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 05/08/23; and Alicia Endress, PT, Seasonal Tour Guide, Fort Roberdeau, \$11.00/hr., effective 05/09/23.

n. **Resignations:** Christine M. Pitts, FT, Clerk Typist II/Court Aide, CYF, \$11.22/hr., effective 05/01/23.

o. **Date of Hire Change:** Nicholas O. Soto, PT, Caseworker II, CYF, \$17.29/hr., effective 05/05/23 (from 04/24/23).

p. **Employment Status Change:** Chloe E. Duraso, From, FT, Department Clerk II, Domestic Relations, \$11.75/hr., To, FT, Case Manager, Domestic Relations, \$15.52/hr., effective 05/01/23; Dorothy R. Culbertson, From, FT, Administrative Support, Public Defender's Office, \$12.16/hr., To, FT, Administrative Support, JPO, \$12.40/hr., effective 05/02/23; and Matthew R. Shiffler, From PT, Telecommunicator, Public Safety/911, \$16.90/hr., To, FT, Telecommunicator, Public Safety/911, \$16.90/hr., effective 05/04/23.

12. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Blair County Drug & Alcohol:**

- i. Requesting approval for the submission of a grant application to the Pennsylvania Department of Transportation (PennDOT), Grant ID #9679507, in the total amount of \$295,964.55, for the Blair Police Traffic Safety Enforcement Program, for the period of October 1, 2023 through September 30, 2026.
- ii. Requesting approval for authorization for Nicole M. Hemminger, Chief Clerk to sign on behalf of the County of Blair, the grant application to the Pennsylvania Department of Transportation (PennDOT), Grant ID #9679507.
- iii. Requesting approval for the submission of the FY 23/24 Intermediate Punishment, Probation with Restrictive Conditions Grant #40661, and the Intermediate Punishment Plan to the Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$315,000.00, for the period of July 1, 2023 through June 30, 2024.

B. **District Attorney's Office:**

Requesting approval of a renewal contract between the County of Blair, and Karpel Solutions to continue the use of the software program PROSECUTORbyKarpel® hosted through HOSTEDbyKarpel®, in the total amount of \$26,500.00 as outlined below:

Description	Quantity	Price	Total Cost
PROSECUTORbyKarpel license maintenance	20	\$ 450.00	\$ 9,000.00
PBK Annual Hosting	20	\$ 100.00	\$ 2,000.00
Annual eDiscovery service	20	\$ 2,500.00	\$ 2,500.00
Hosting Additional Storage estimated	13	\$13,000.00	\$13,000.00
Total			\$26,500.00

C. **911 Center:**

Requesting approval of a Pennsylvania Commission on Crime and Delinquency (PCCD) Local Law Enforcement Subgrant Award (2022-CL-01-39099) in the total amount of \$4,300,000.00 for the period of January 1, 2023 through December 31, 2024.

D. **Children, Youth and Families:**

- i. Requesting approval of the FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Justiceworks Youthcare, Inc., for the period of July 1, 2022 through June 30, 2023.
- ii. Requesting approval of the FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Alternative Living Solutions for the period of July 1, 2022 through June 30, 2023.
- iii. Requesting approval of the FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Wardell & Associates, Inc., d/b/a Family Intervention Crisis Service, for the period of July 1, 2022 through June 30, 2023.

- iv. Requesting approval of the FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Evolution Counseling Services, LLC for the period of July 1, 2022 through June 30, 2023.

E. **Human Resources:**

- i. Requesting approval of the addition of the Mental Health Delegate Policy and Pay Rates for on-call week and back-up delegate consultations to the Collective Bargaining Agreement between the County of Blair and union-eligible members of the UMWA, Residual Unit, effective May 9, 2023 through and including December 31, 2024.
- ii. Requesting approval of a Grievance Settlement Agreement between the County of Blair and American Federation of State, County, and Municipal Employees (AFSCME), District Council 83.
- iii. Requesting approval of an Agreement for Purchase of Professional Services and Exhibit A (Development Proposal) between the County of Blair and Aaron V. Nygren, d/b/a Nygren Training Solutions for supervisory, management, and leadership training for the period of June 1, 2023 through October 31, 2023, in the not to exceed amount of \$15,000.00. (Per Katherine only one agreement for now; other agreement later.)
- iv. Discussion concerning authorizing the Pennsylvania County Health Insurance Purchasing Cooperative (PCHIPC) to distribute 50% of the Claim Fund Surplus for plan year 2022, in the amount of \$440,957.00, by 1) refunding by check, or 2) keeping in reserve account.

F. **Prison:**

- i. Requesting approval to rescind Resolution 73-2023, dated February 14, 2023, for approving a quote received from Schultz Company, to replace the roof top unit #2 heat exchanger at the Blair County Prison, in the total amount of \$4,376.00.
- ii. Requesting approval of a quote received from McCarl's Preferred Services (MPS), to replace the roof top unit #2 heat exchanger at the Blair County Prison, in the total amount of \$3,479.00.

G. **Building Maintenance:**

- i. Requesting approval of a Service Contract between the County of Blair and Craig Fencing, LLC to perform fencing service calls at county properties at the time and material rates for work needing immediate attention for an amount not to exceed \$10,000.00 at the hourly rates, material markup, etc., as outlined in said contract.
- ii. Requesting approval of a Service Contract between the County of Blair and Boyer Refrigeration Heating & Air Conditioning to perform service calls at county properties at the time and material rates for work needing immediate attention for an amount not to exceed \$10,000.00 at the hourly rates, material markup, etc., as outlined in said contract. (Jim having contract revised to show county properties – not just prison.)

H. **County Road 105/Convention Center Boulevard:**

Requesting approval of a Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc., for design and construction services for the rehabilitation of County Road 105 (Convention Center Boulevard) through Allegheny Township, in the total lump sum plus estimated of \$299,996.00.

I. **Blair County Bridge #70:**

Requesting approval of a Proposal of Service Contract between the County of Blair and Keller Engineers, Inc., for the completion of stream monitoring services per permit requirements associated with the Blair County Bridge #70 project located in Greenfield Township.

J. **Commissioners Office:**

Requesting approval to revise the 2022-2023 Pennsylvania Counties Risk Pool (PCoRP) Loss Prevention Grant Program, Application #2 Submission, previously approved via Resolution 179-2023, removing body armor from said application and adding additional door swipes, for a revised total grant amount of \$13,515.98.

K. **Parking Garage Stair Tower Project:**

Requesting approval of Change Order #2, received from Ralph J. Albarano & Sons, Inc., in the increased amount of \$2,700.00, for repair of additional areas of existing concrete at Stair Tower B at Level 2A precast concrete/cast-in-place interface, and concrete topping repairs at Level 3A and 4A. Substantial completion date June 9, 2023.

L. **Park and Recreation Advisory Board:**

- i. Requesting approval of a Proposal received from Auto-Owners Insurance, for builder's risk insurance for the Valley View Park Amphitheater Project, in the total amount of \$1,406.00, for the period of May 1, 2023 through May 1, 2024.
- ii. Requesting approval of the following allocations of Park and Recreation Reserve Account Funds #035:
 1. An amount not to exceed \$1,000.00 for additional water leak repairs.
 2. An amount not to exceed \$2,000.00 for the purchase of certified playground mulch and ballfield grade sand.
- iii. Requesting approval of an allocation of Park and Recreation Reserve Account Funds, in an amount not to exceed \$4,500.00 to conduct the CBRC summer playground program at Valley View Park June 12, 2023 through July 7, 2023 (with the exception of July 4, 2023) from 9 a.m. to 3 p.m., maximum of 50 participants with two-2 leaders.

13. **OLD BUSINESS**

14. **ADJOURN**