

BUSINESS SESSION: THURSDAY, AUGUST 17, 2023, 10:00 A.M.

Location: Commissioners Meeting Room, Basement.

**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#*

CALL TO ORDER:

Commissioner Burke called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Burke called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Burke requested that those participating in the meeting please stand and recite the Pledge of Allegiance to the Flag.

ROLL CALL:

Members Present:

Commissioner Burke, Commissioner Webster and Assistant County Administrator Senkevich.

Members Absent:

Commissioner Erb, Chief Clerk Hemminger, Solicitor Karn and Assistant Solicitor Muriceak.

Others Present:

Melissa Harpster (Commissioners Office), AC Stickel (Controller), Carol A. Dannenberg (Hollidaysburg Community Watchdog), Rebecca Robinson (Purchasing), Lindsay Dempsie (Finance) and Kay Stephens (Altoona Mirror).

PUBLIC COMMENT:

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

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 382-2023: Approving Change Order #1, received from John Claar Excavating, Inc., in the total increased amount of \$1,420.48, for pavement repair at the edge of the parking lot near the amphitheater, and a no cost substantial completion date time extension for the Valley View Park Amphitheater project from August 9, 2023 to August 18, 2023 due to a delay in the band-shell installation.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 382-2023.

Resolution 383-2023: Approving Change Order #1, received from Stelco, Inc., for a no cost substantial completion date time extension for the Valley View Park Amphitheater project from August 9, 2023 to August 18, 2023 due to a delay in the band-shell installation.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 383-2023.

Resolution 384-2023: Approving the Application and Certificate for Payment #2, received from Stelco, Inc., in the total amount of \$22,590.67, for electric Contract #2, for the Valley View Park Amphitheatre Project.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 384-2023.

Resolution 385-2023: Approving the request received from Great Commission School and AYSO for Great Commission School to use the soccer fields to conduct school games from 3 pm to game ends on August 24 and 29, September 5, 7, 8, 12, 19 and October 2. Required Certificate of Insurance and Endorsement received.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 385-2023.

Resolution 386-2023: Approving three-3 FY 23/24 fee-for-service Purchase of Service Agreements and HIPPA Business Associate Agreements for Intellectual Disabilities between the County of Blair and: Tammy Haslett, Ph.D., Catherine Spayd, Ph.D., and Richard A. Petroski, Ph.D., for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 386-2023.

Resolution 387-2023: Approving the FY 23-24 Intermediate Punishment Probation with Restrictive Conditions Subgrant Award 2023-IP-ST-40661, and Intermediate Punishment Plan between the County of Blair and the Pennsylvania Commission on Crime and Delinquency, in the total award amount of \$315,000.00, for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 387-2023.

Resolution 388-2023: Approving the Solicitor's Contract by and between the County of Blair on behalf of the Coroner's Office and Attorney Katelyn M. Hoover, for legal matters that may be presented to the Coroner's Office, at the hourly rate of \$125.00; paralegals at the hourly rate of \$80.00; and other staff members at the hourly rate of \$60.00, for the period of August 1, 2023 through July 31, 2024.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 388-2023.

Resolution 389-2023: Approving the Agreement for Spanish Interpretation Services between the County of Blair on behalf of Court Administration, and Ana P. Lahr, Master Certified State Court Interpreter, at the following fees set by the Administrative Office of the Pennsylvania Courts (AOPC):

- \$475.00/per day (includes travel time up to an 8 hour day).
- \$0.655/mileage rate (subject to change).
- Any fees incurred for tolls and parking.
- \$160.00 cancellation fee with less than 48 hours' notice.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 389-2023.

Resolution 390-2023: Approving the Agreement for Spanish Interpretation Services between the County of Blair on behalf of Court Administration, and Carmen B. Arenas, PA-Certified Interpreter, at the following fees:

- \$70.00/per hour for a two-hour minimum, with 30-minute increments at half the hourly rate.
- Mileage to and from at \$0.655/mile (federal rate)
- Travel time at half the hourly rate if the round trip is over 2-hours.
- Parking fees, tolls to and from with receipts.
- If overnight accommodation is required for the completion of the assignment, this expense as well as a per diem based on the prevailing federal CONUS rate are reimbursable with receipts.
- If cancellation of an assignment occurs with notice of less than 48-hours, not counting weekends and holidays, the cancellation fee will be 2-hours pay.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 390-2023.

Resolution 391-2023: Approving the Memorandum of Understanding (MOU) between the County of Blair, Blair County Sheriff's Office and the City of Altoona, acknowledging and supporting the submission of a 2023 Justice Assistance Grant (JAG) Application by the City of Altoona and the Blair County Sheriff's Office, in the total amount of \$26,355.00, with an allocation of funds to the City of Altoona, in the total amount of \$21,000.00, and an allocation of funds to the Blair County Sheriff's Office, in the total amount of \$5,355.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 391-2023.

Resolution 392-2023: Approving the proposal received from Allegheny Glass & Mirror, in the total amount of \$210.00, for a 1-7-1/4" x 31-1/4" x 3/8" clear laminated glass for the Prison's K Block Cell Door.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 392-2023.

Resolution 393-2023: Approving the FY 20/21 Agreement for Payment of Legal Services between the County of Blair, on behalf of Blair County Children, Youth and Families, and Gerald Nelson, Esq., for guardian ad litem for a child or court appointed additional counsel for a child by Order of Court at the rate of \$65.00/hour, for the period of July 1, 2020 through June 30, 2021.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 393-2023.

Resolution 394-2023: Approving the FY 21/22 Agreement for Payment of Legal Services between the County of Blair, on behalf of Blair County Children, Youth and Families, and Gerald Nelson, Esq., for guardian ad litem for a child or court appointed additional counsel for a child by Order of Court at the rate of \$65.00/hour until December 31, 2021; thereafter compensated based upon hours of delivered services at the rate of \$85.00/hour, for the period of July 1, 2021 through June 30, 2022.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 394-2023.

Resolution 395-2023: Approving the FY 23/24 Agreement for Payment of Legal Services between the County of Blair, on behalf of Blair County Children, Youth and Families, and Law Offices of Lucas A. Kelleher LLC, for guardian ad litem for a child or court appointed additional counsel for a child by one or more Orders of Court at the monthly installment amount of \$2,100.00; and a fee of \$200.00 for the preparation of a Power of Attorney, for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 395-2023.

Resolution 396-2023: Approving a FY 23/24 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and Evolution Counseling Services LLC, for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 396-2023.

Resolution 397-2023: Approving the FY 20/21 and FY 21/22 Purchase of Service Agreements and HIPAA Business Associate Agreements between the County of Blair, on behalf of Blair County Children, Youth and Families, and Project Point of Light for the period of July 1, 2020 through June 30, 2021, and July 1, 2021 through June 30, 2022.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 397-2023.

Resolution 398-2023: Approving a Child Accounting and Profile System Application Provider Service Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, in the amount of \$40,619.73 for the Case Management Software System, for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 398-2023.

Resolution 399-2023: Approving a Consulting Services Addendum to the Child Accounting and Profile System Application Service Provider Agreement, dated as of July 1, 2023, by and between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, for consultant time invoiced at the hourly rates listed below:

Category	Hourly Rate
Research Analyst	\$ 54.50
Junior Programmer	\$ 65.40
Junior Programmer Analyst	\$ 73.00
Programmer Analyst	\$ 76.20
Senior Programmer Analyst	\$ 78.70
Developer	\$ 92.50
Senior Developer	\$111.20
Project Director	\$125.00
Client has assigned a not-to-exceed value of \$20,000.00 for all Consulting Services. This value can be adjusted at any time during the term with written confirmation from the Client. Larger projects, Avanco will prepare a separate bid for the specific project under this Addendum.	

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 399-2023.

Resolution 400-2023: Approving a HIPAA Business Associate Agreement Addendum between the County of Blair on behalf of Blair County Children, Youth and Families and AVANCO International, Inc., for the Child Accounting and Profile System Application Service (CAPS) for the period of July 1, 2023 through June 30, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 400-2023.

Resolution 401-2023: Approving the payment of an invoice received from Crogan, Inc., in the total amount of \$270.81, for printing 500 Tri-Fold Brochures for the Victim Witness Office. Invoice to be paid with VOCA grant funds.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 401-2023.

Resolution 402-2023: Approving an Agreement for Purchase of Professional Services between the County of Blair and Grace M. Fala, Ph.D., for professional services of training and/or counseling to employees county-wide beginning August 2023 and to conclude by written notice to either party as outlined below:

- Consultant's fee is \$500.00 per three hours of workshops and includes all preparations, travel to/from either Juniata College or her Belleville, PA, residence (gratis), supplies (gratis), and any needed accommodations (gratis).
- County will not schedule any session less than three hours or any increment other than a session or series of sessions in which the total number of hours is divisible by three.
- The Director of Human Resources must authorize any session in writing.
- Contractor will provide a written invoice upon completion of any session or series of sessions.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 402-2023.

OLD BUSINESS:

None

NEW BUSINESS:

Prison:

Allison Senkevich requested approval of the bid specifications for culinary needs (food, milk and bread) for the Blair County Prison for the 6-month period between 9/1/23 and 3/1/24 and approval to advertise.

Discussion followed.

Resolution 403-2023: Approving the bid specifications for culinary needs (food, milk and bread) for the Blair County Prison for the 6-month period between 9/1/23 and 3/1/24 and approval to advertise.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 403-2023.

ADJOURN:

Meeting Adjourned,

Allison G. Senkevich, Assistant County Administrator