

AGENDA
BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
WEDNESDAY, DECEMBER 23, 2020, 1:30 P.M.

**Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENT REFLECTION**
- 3. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 4. ROLL CALL – RECORDING STARTED**
- 5. APPROVAL OF MINUTES – 12/09/2020, 12/15/2020 and 12/16/2020**
- 6. PUBLIC COMMENT**
- 7. UNFINISHED BUSINESS**

ADOPTION OF RESOLUTIONS:

Resolution 513-2020: A resolution approving a proposal under the Master Lease Agreement between the County of Blair, Court Administration and Doing Better Business for the lease of one (1) Ricoh MP 2555 B/W MFP, copy, print, scan, fax machine, in the amount of \$92.00 per month for sixty (60) months for District Court 24-1-02 (MDJ Jones). Agreement includes 3,200 pages monthly and overage charges in the amounts of \$0.0049 per excess page.

Resolution 514-2020: A resolution approving a Professional Services Agreement between the County of Blair, on behalf of the Blair County Court of Common Pleas, and Susquehanna Software, Inc., for corrections to program errors, unlimited telephone and e-mail support, and the annual integration and scrubbing of new juror data, in the annual amount of \$3,900.00 (paid quarterly in the amount of \$975.00), for the period of January 1, 2021 through December 31, 2022.

Resolution 515-2020: A resolution approving a proposal received from SBM Electronics for a Service Agreement, for five (5) Liberty 7.8 Court Recording Software with Mixers, in the annual amount of \$995.00, for the period of December 31, 2020 through December 30, 2021.

Resolution 516-2020: A resolution approving the submissions of FY 18/19 and FY 19/20 budget amendments to the Administrative Office of Pennsylvania Courts (AOPC), decreasing the amount for FY 18/19 from \$28,289.19 to \$20,629.09 (\$7,660.10 total); and increasing the amount for FY 19/20 from \$16,800.00 to \$24,460.10 (\$7,660.10 total). The increased budget amount will support the Magisterial District Justice (MDJ) Essential Security Equipment Project.

Resolution 517-2020: A resolution approving a proposal received from Empire for the MDJ Aigner Door Access Project, in the total price of \$3,050.00.

Resolution 518-2020: A resolution approving seven (7) Memorandums of Understanding (MOU) and seven (7) Transportation Plans between the County of Blair, Blair County Children, Youth and Families (CYF) and the following school districts:

- Altoona Area School District
- Spring Cove Area School District
- Williamsburg School District
- Bellwood Antis School District
- Claysburg-Kimmel School District
- Hollidaysburg Area School District
- Tyrone Area School District

Resolution 519-2020: A resolution approving submission of the Final Expenditure Report to the Pennsylvania Department of Human Services for the use of the Blair County, CARES Act Homeless Assistance Program (HAP) Allocation for FY 19/20, in the amount of \$140,000.00.

Resolution 520-2020: A resolution approving a Letter of Support for the submission of an application to the Appalachian Regional Commission (ARC) for funding under the Local Access Road Program, in the amount of \$316,182.00, to construct an extension to Lamppost Lane and to make improvements to the existing roadway.

8. OLD BUSINESS

Discussion concerning two (2) renewal quote options received from Bay Oaks Group for Excess Workers' Compensation Insurance for the period of January 1, 2021 through January 1, 2022.

9. NEW BUSINESS

None

10. ADJOURN

BUSINESS SESSION: WEDNESDAY, DECEMBER 23, 2020, 1:30 P.M.:

Location: Participation by telephone conference only.

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Call to Order:

Commissioner Erb called the meeting to order.

Moment of Silent Reflection:

Commissioner Erb called for a moment of silent reflection.

Pledge of Allegiance to the Flag:

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

Roll Call:

Members Present:

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

Members Absent:

Commissioner Burke.

Others Present:

Scott Simmons and Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), AC Stickel (Controller), Kay Stephens (Altoona Mirror), Janice Meadows (Court Administration) and Eric Lindskold (HR).

Approval of Minutes: 12/09/2020, 12/15/2020 and 12/16/2020.

Commissioner Erb called for corrections or changes to the minutes of 12/09/2020, 12/15/2020 and 12/16/2020. There were no corrections or changes noted.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to accept the minutes as prepared.

Public Comment:

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

Unfinished Business:

Adoption of Resolutions:

Resolution 513-2020: A resolution approving a proposal under the Master Lease Agreement between the County of Blair, Court Administration and Doing Better Business for the lease of one (1) Ricoh MP 2555 B/W MFP, copy, print, scan, fax machine, in the amount of \$92.00 per month for sixty (60) months for District Court 24-1-02 (MDJ Jones). Agreement includes 3,200 pages monthly and overage charges in the amounts of \$0.0049 per excess page.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 513-2020.

Resolution 514-2020: A resolution approving a Professional Services Agreement between the County of Blair, on behalf of the Blair County Court of Common Pleas, and Susquehanna Software, Inc., for corrections to program errors, unlimited telephone and e-mail support, and the annual integration and scrubbing of new juror data, in the annual amount of \$3,900.00 (paid quarterly in the amount of \$975.00), for the period of January 1, 2021 through December 31, 2022.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 514-2020.

Resolution 515-2020: A resolution approving a proposal received from SBM Electronics for a Service Agreement, for five (5) Liberty 7.8 Court Recording Software with Mixers, in the annual amount of \$995.00, for the period of December 31, 2020 through December 30, 2021.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 515-2020.

Resolution 516-2020: A resolution approving the submissions of FY 18/19 and FY 19/20 budget amendments to the Administrative Office of Pennsylvania Courts (AOPC), decreasing the

amount for FY 18/19 from \$28,289.19 to \$20,629.09 (\$7,660.10 total); and increasing the amount for FY 19/20 from \$16,800.00 to \$24,460.10 (\$7,660.10 total). The increased budget amount will support the Magisterial District Justice (MDJ) Essential Security Equipment Project.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 516-2020.

Resolution 517-2020: A resolution approving a proposal received from Empire for the MDJ Aigner Door Access Project, in the total price of \$3,050.00.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 517-2020.

Resolution 518-2020: A resolution approving seven (7) Memorandums of Understanding (MOU) and seven (7) Transportation Plans between the County of Blair, Blair County Children, Youth and Families (CYF) and the following school districts:

- Altoona Area School District
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- Williamsburg School District
- Bellwood Antis School District
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- Hollidaysburg Area School District
- Tyrone Area School District

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 518-2020.

Resolution 519-2020: A resolution approving submission of the Final Expenditure Report to the Pennsylvania Department of Human Services for the use of the Blair County, CARES Act Homeless Assistance Program (HAP) Allocation for FY 19/20, in the amount of \$140,000.00.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 519-2020.

Resolution 520-2020: A resolution approving a Letter of Support for the submission of an application to the Appalachian Regional Commission (ARC) for funding under the Local Access Road Program, in the amount of \$316,182.00, to construct an extension to Lamppost Lane and to make improvements to the existing roadway.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 520-2020.

Old Business:

Discussion concerning two (2) renewal quote options received from Bay Oaks Group for Excess Workers' Compensation Insurance for the period of January 1, 2021 through January 1, 2022.

Commissioner Erb requested approval of Option 1, in the Specific Retention Amount of \$600,000.00, at an annual premium amount of \$79,206.00.

Discussion followed.

Resolution 521-2020: A resolution approving a quote received from Bay Oaks Group, Option 1, in the Specific Retention Amount of \$600,000.00, at an annual premium amount of \$79,206.00.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 521-2020.

New Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk