

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM, BASEMENT  
TUESDAY, MAY 2, 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 3, 2023	9:00 a.m.	*Retirement Board (Commissioners Meeting Room)
	10:30 a.m.	*Salary Board (Commissioners Meeting Room)
Thursday, May 4, 2023	8:30 a.m.	*Park & Recreation Advisory Bd. (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, May 5, 2023		
Monday, May 8, 2023		
Tuesday, May 9, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **PROCLAMATION – May 2023 Mental Health Month “Light it up Green”**
9. **CONSENT AGENDA**

**Resolution #204-2023:**

- a. Payment of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/02/2023	230502WW	\$390,270.40
05/02/2023	230502SS	\$567,714.79
05/02/2023	230502CY	\$ 18,500.04

- b. Ratification of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
04/27/2023	230427RP	\$ 375.00
04/25/2023	230425RF	\$ 463.54
04/24/2023	230424FS	\$ 3,680.21

- c. **Blair County Bridges 87, 88, 89, 92/Box Culvert Project:** Requesting approval for payment of Application #3 received from Francis J. Palo, Inc., in the total amount due of \$305,083.95.
- d. **District Attorney’s Office:** Requesting approval of one-1 Toledo College of Law student intern, Sawyer Kline, for the period of May 8, 2023 through August 11, 2023. Internship is 462 hours for credit only and at no cost to the county.
- e. **Public Defender’s Office:** Requesting approval of one-1 Penn State University student intern, Dailyn Tiffany Hampton, for the period of May 22, 2023 through August 1, 2023. Internship is 120 hours for credit only and at no cost to the county.
- f. **Fort Roberdeau:** Requesting approval of one-1 Penn State Altoona student intern, Skyler McCaulley, for the period of May 15, 2023 through mid-August 2023. Internship is 120 hours for credit only and at no cost to the county.
- g. **Blair County Planning Commission:** Requesting approval of the appointment of Nicola F. Ardizzone (City Representative), filling the unexpired term of Randy Isenberg, for the period of May 1, 2023 through December 31, 2026.
- h. **Employment:** Martin R. Sekerak, Jr., Temporary, FT, Summer Employee, Public Works/Highway, \$12.50/hr., effective 05/01/23; and Jacob A. Stiffler, FT, Custodian, Public Works/Facilities, \$14.42/hr., effective 05/01/23.
- i. **Resignations:** Vanessa A. Peterman, FT, Department Clerk I, Domestic Relations, \$11.03/hr., effective 04/24/23; Michelle L. Pompa, FT, Parole and Probation Officer, APO, \$16.90/hr., effective 04/25/23; Domenic J. Roefaro, FT, Deputy, Sheriff’s Office, \$15.75/hr., effective 04/25/23; and Germaine L. Crocker, FT, Administrative Support, Tax Claim, \$12.34/hr., effective 04/27/23.

- j. **Employment Status Change:** Jason S. Douglas, From FT, Telecommunicator, Public Safety-911, \$18.13/hr., 40 hrs. per week, To PT, Telecommunicator, Public Safety-911, \$18.13/hr., 29 hrs. per week; Shirley R. Crawl, From FT, Tax Claim Coordinator, Tax Claim, \$17.06/hr., 35 hrs. per week, To PT, Tax Claim Coordinator, Tax Claim, \$17.06/hr., 29 hrs. per week through 01/05/24, effective 05/01/23; and 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.

10. **STAFF REPORTS & SPECIAL BUSINESS**

A. **Farmland Preservation:**

- i. Requesting approval of a Proposal of Service Contract between the County of Blair, through the Blair County Agricultural Land Preservation Board and Keller Engineers, Inc., for surveying the James & Linda Negley Farm, located in Huston Township, Blair County, Pennsylvania in the lump sum total of \$4,675.00.
- ii. Requesting approval of a Proposal of Service Contract between the County of Blair, through the Blair County Agricultural Land Preservation Board and Keller Engineers, Inc., for surveying the Detwiler-McCutcheon Farm, located in Tyrone Township, Blair County, Pennsylvania in the lump sum total of \$5,450.00.

B. **Planning Commission:**

Requesting approval for the resubmission of a COVID-SFR Local Law Enforcement Support Subgrant Application (39099) to the Pennsylvania Commission on Crime and Delinquency, in the reduced budget amount for of \$4.3 million, for portable radios and related hardware, for the project period of January 1, 2023 through December 31, 2024.

C. **Department of Emergency Services:**

- i. Requesting approval of a no-cost period of performance extension of September 1, 2020 through August 2024, granted by the Federal Emergency Management Agency for the State Homeland Security Grant (SHSG) Award (EMW-2020-SS-00064) between the Pennsylvania Emergency Management Agency (PEMA) and the South Central Mountains Regional Counter Terrorism Task Force (SCMRCTTF).
- ii. Requesting approval of the annual license agreement and Tier II Commodity Hazard Vulnerability Analysis between the County of Blair, on behalf of the Department of Emergency Services and Aristatek, for eight (8) PEACWMD licenses with Tier II Integration and Commodity Hazard Vulnerability Analysis, in the total amount of \$5,950.00, for the period of April 15, 2023 through April 14, 2024.

D. **Southern Alleghenies Service Management Group:**

Requesting approval of the FY 22/23 Intellectual Disability and Early Intervention Contract between the County of Blair and the Southern Alleghenies Service Management Group (SASMG) for the period of July 1, 2023 through June 30, 2024.

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

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

F. **Juvenile Probation:**

Requesting approval of a Letter of Agreement (LOA) between the County of Blair, on behalf of the Juvenile Probation Office and Blair Family Solutions, LLC for the coordination of services for a period of five (5) years from the date of signature. LOA shall automatically renew for subsequent one (1) year terms unless otherwise amended or terminated.

G. **Tax Claim:**

- i. Requesting approval of a Resolution approving the following fees for the Blair County Tax Claim Bureau, and rescinding all prior Resolutions regarding such fees, effective immediately:

Filing	Fee	\$15.00 per tax piece delinquent (max per property \$45.00)
(Fee added when taxes are returned to the Tax Claim Bureau as delinquent)		

Installment Plan Default Letters		\$4.00 per letter
(Fee added to cover printing & mailing of letters for defaulted payment plans)		

First Class Reminder Notice	Fee	\$4.00 per letter
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(Fee added to cover printing & mailing of a tax reminder letter after new taxes have been returned delinquent and in November to remind owners they still have back taxes)

Return & Claim Notices Mailer Fee \$15.00 per notice / per property  
(Fee added to cover printing & mailing of a CM, RRR notice of a new tax with the Tax Claim Bureau)

Upset Sale Notice Mailer Fee \$16.00 per owner / per property  
(Fee added to cover printing & mailing of CM, RRR, and RD warning notice of pending Upset Sale)

10 Day Notice of Sale Fee \$5.00 per letter  
(Fee added to cover printing & mailing 1<sup>st</sup> Class Mail, PM additional notices warning of Upset Sale)

Upset Sale – Preparation of Sale Fee \$25.00 per property  
(Fee added to prepare properties eligible for Upset Sale)

Electronic Database Search Fee \$15.00 per property

Posting Fee \$27.50 per posting, per notice type for 2023  
\$30.00 per posting, per notice type for 2024  
(Return & Claim Notices & Upset Sale Notice) (Fee added to cover the creation & deployment of tax notice posting per property)

Personal Service Fee for Upset Sale \$30.00 per attempt/per property impacted (max per property \$60.00)  
(Fee to cover the cost of creating & deploying a personal service on all owner-occupied properties scheduled for Upset Sale)

Upset Sale Advertising Fee \$150.00 per property  
(Fee added to cover the cost of publishing Upset Sale Notice)

Judicial Sale Ad Fee \$150.00 per property  
(Fee added to cover the cost of required Judicial Sale Ad)

Overbid Lien Search/Bringdown Fee \$150.00

Judicial Sale Title Search Fee \$400.00 Standard; \$250.00 Trailers  
(Fee added to properties for a Judicial Sale that need a title search)

Judicial Sale Personal Service Fee(s) -US Postal Service Charge for CM, RRR per service Out-of-State  
-\$ 50.00 per service within Blair County  
-Amount charged by out of county Sheriff per service upon Out-of-County party (within PA)  
(Fee added to cover cost of the serving all owners, lien holders and judgment holders on properties in the Judicial Sale done by the Sheriff's Office or acting agent)

Bidder Registration Fee under 501-A \$25.00 per application  
(Fee collected from anyone one wishing to bid at any tax sale as per section 502-A of (RETSL))

Judicial Sale Writs of Scire Facias Advertising Fee – Calculated by dividing advertising cost by # of properties affected by ad.  
(Fee added to advertise 3 weeks in a row in the Altoona Mirror and Blair County Legal Bulletin any owners or lien holders not able to be located during Judicial Sale Personal Service)

Deed Preparation Fee \$25.00 per Deed/Bill of Sale  
(Fee added to Sale Price to cover the cost of creating a Tax Claim Bureau Deed to Trailer Bill of Sale on properties sold at a tax sale or from the County's Repository)

ii. Requesting approval to Amend the Agreement between the County of Blair, on behalf of the Tax Claim Bureau and Palmetto Posting, Inc., dated February 11, 2020, for posting and/or serving delinquent tax notices on properties on which delinquent and valorem property taxes are owed as follows with all other terms and conditions remaining in full force and effect:

1. The sentence on page 4, section 2.5 that relates to time frames for attempting personal service shall be deleted and replaced with the following: The allowable time frames for attempting personal service are 7:00 a.m. to 5:00 p.m. and 5:00 p.m. to 9:00 p.m.
2. Section 4.1 is deleted and replaced with the following:  
  
4.1 In consideration of the contractor's performance of the services as described herein, the county shall pay to the contractor as follows:

- a. Posting of Notice of Return and Claim: \$27.50 per post in 2023 and \$30 per post in 2024 and thereafter if the Agreement is renewed
- b. Posting of Notice of Public Tax Sale: \$27.50 per post in 2023 and \$30 per post in 2024 and thereafter if the Agreement is renewed
- c. Personal Service for Owner-Occupied Properties: \$30 per property
- d. Subsequent Visit for Personal Service or posting if the person is not served: \$30 per each additional visit

On owner occupied properties, there is no additional charge if the service is successful on the first attempt; however, County agrees to pay Contractor for subsequent visits as set forth above.

H. **Prison:**

Requesting approval of a Service Contract between the County of Blair and Centre Communications, Inc., for installations (both vehicle and building), vehicle up fitting, programming and repairs to communications equipment at the rates attached to contract.

I. **Bridge #73 Repair Project:**

Requesting approval of Change Order #2 received from Quality Bridge and Fab, Inc., in the credit amount of -\$4,950.00, and recommendation of the final payment to Quality Bridge and Fab, Inc., in the total amount of \$25,325.00.

J. **Blair County Bridges 87, 88, 89, 92/Box Culvert Projects:**

- i. Requesting approval of Change Order #1 received from Francis J. Palo, Inc., additional guiderail repairs to Bridge #1 and Bridge #6, in the total increased amount of \$12,600.00.
- ii. Requesting approval of Change Order #2 received from Francis J. Palo, Inc., for the sharing of office space, in the credit amount of -\$4,000.00.

11. **OLD BUSINESS**

12. **ADJOURN**