

COMMISSIONERS’ MEETING: THURSDAY, JULY 24, 2025, 10:00 A.M.

Location: Commissioners Meeting Room, Basement.

CALL TO ORDER:

Commissioner Kessling called the meeting to order.

MOMENT OF SILENT PRAYER:

Commissioner Kessling called for a moment of silent prayer.

PLEDGE OF ALLEGIANCE TO THE FLAG:

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

EMBERS PRESENT:

Commissioner Kessling, Commissioner Webster, and Chief Clerk Tiracave.

THERS PRESENT:

Ken Cutshall and Lori Guyer (Commissioners), Lindsay Dempse and Brandon Meck (Finance), Mindy Hostler (CYF), Nichole Smith (District Attorney), Tricia Johnson (Social Services), Paul Shaffer (Public Works – Highway), Mark Taylor (Public Safety – EMA), Glenn Nelson (Fort Roberdeau), Angela Wagner and A.C. Stickel (Controller), Carol A. Dannenberg (Holidaysburg Community Watchdog), Sherry Socie (Blair Planning Commission), Kay Stephens (Altoona Mirror)

EXECUTIVE SESSION ANNOUNCEMENT:

None

PUBLIC COMMENT:

Kay Stephens of the Altoona Mirror noted that she is transitioning to retirement in August and will be working fewer hours and attending fewer meetings. She also requested that background information be provided on the last agenda item, the RFP for Food Services at the Blair County Prison. She commented that she is aware of prior efforts, the transition to County staff preparing meals, and the resignation of the Kitchen Manager.

COMMISSIONER COMMENT:

Commissioner Webster noted that Commissioner Burke’s son and his baseball team are currently competing in the state tournament, and won their game on Wednesday, which is the reason for Commissioner Burke’s absence at today’s meeting. She wished the team well and hopes they move on to the championship.

Consent Agenda:

Resolution 351– 2025:

a. Ratification of the following nine-9 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
7/15/2025	250715RF	\$334.34
7/15/2025	250715ML	\$29,119.93
7/17/2025	250717HR	\$19,230.99
7/21/2025	250721EH	\$2,761.51
7/25/2025	250725WX	\$7,687.13
7/18/2025	250610EO	\$145.00
7/22/2025	250722SS	\$74,709.20
7/22/2025	257022CY	\$403,812.72
7/22/2025	250722WW	\$504,057.15

Which includes payment of the following invoices:

- Holidaysburg Borough in the total check amount of \$20,762.70.

b. **2025 Budget Transfer:** To cover the costs of county shredding events:

From	\$	To
01101GCO-42840 General County Operations	\$978.80	01161MD-42840 MDJ Dunio
01101GCO-42840 General County Operations	\$968.80	01161AB-42840 MDJ Blattenberger
01101GCO-42840 General County Operations	\$512.00	01161PA-42840 MDJ Aigner

c. **2025 Budget Transfer:** To cover the May and June 2025 fees from Simpliverified for pre-employment background checks:

From	\$	To
01101GCO-42000 General County Operations	\$177.80	012011-42000 Adult Parole and Probation
01101GCO-42000 General County Operations	\$161.80	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$50.45	113201-42000 Children, Youth and Families
01101GCO-42000 General County Operations	\$34.45	01101-42000 Commissioners
01101GCO-42000 General County Operation	\$42.45	01152-42000 Coroner
01101GCO-42000 General County Operation	\$42.45	01103CS-42000 Custodian - Public Works
01101GCO-42000 General County Operations	\$68.90	01202-42000 JPO
01101GCO-42000 General County Operations	\$107.15	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$34.45	08607-42000 Fort Roberdeau
01101GCO-42000 General County Operations	\$42.45	01161DD-42000 MDJ DeAntonio
01101GCO-42000 General County Operations	\$422.05	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$161.80	01151-42000 Sheriffs
01101GCO-42000 General County Operations	\$42.45	75504-42000 Social Services
01101GCO-42000 General County Operations	\$84.90	01164711-42000 Victim Witness

d. **2025 Budget Transfer:** To cover the June 2025 fees from Altoona Health Force for pre-employment drug test, Workers' Comp post-accident drug and alcohol tests, and physicals for the deputy sheriffs to attend the academy:

- | From | \$ | To |
|--|----------|---|
| 01101GCO-42000 General County Operations | \$195.00 | 012011-42000 Adult Parole and Probation |
| 01101GCO-42000 General County Operations | \$110.00 | 01160-42000 Court Administration |
| 01101GCO-42000 General County Operations | \$55.00 | 113201-42000 Children, Youth and Families |
| 01101GCO-42000 General County Operations | \$55.00 | 01101-42000 Commissioners |
| 01101GCO-42000 General County Operation | \$55.00 | 01152-42000 Coroner |
| 01101GCO-42000 General County Operation | \$55.00 | 01103CS-42000 Custodian - Public Works |
| 01101GCO-42000 General County Operations | \$110.00 | 01202-42000 JPO |
| 01101GCO-42000 General County Operations | \$110.00 | 01103BM-42000 Building Maintenance |
| 01101GCO-42000 General County Operations | \$55.00 | 01202-42000 JPO |
| 01101GCO-42000 General County Operations | \$55.00 | 01103HW-42000 Highway |
| 01101GCO-42000 General County Operations | \$55.00 | 08607-42000 Fort Roberdeau |
| 01101GCO-42000 General County Operations | \$55.00 | 01161DD-42000 MDJ DeAntonio |
| 01101GCO-42000 General County Operations | \$55.00 | 01209PO-42000 Prison |
| 01101GCO-42000 General County Operations | \$370.00 | 01151-42000 Sheriffs |
| 01101GCO-42000 General County Operations | \$55.00 | 75504-42000 Social Services |
| 01101GCO-42000 General County Operations | \$110.00 | 01164711-42000 Victim Witness |
- e. **2025 Budget Transfer:** To cover the costs of insurance deductible fees:
- | From | \$ | To |
|--|-------------|----------------------|
| 01101GCO-44960 General County Operations | \$20,000.00 | 01209PO-44960 Prison |
- f. **2025 Budget Transfer:** To cover the costs of maintenance on county vehicles:
- | From | \$ | To |
|-----------------------|----------|--------------------------------|
| 01103HW-44830 Highway | \$473.89 | 01202-44830 Juvenile Probation |
- g. **2025 Budget Transfer:** To cover the costs of water bottle filling stations:
- | From | \$ | To |
|-----------------------------|------------|------------------------------------|
| 01105-42070 Human Resources | \$3,565.15 | 01103BM-46070 Building Maintenance |
- h. **Commissioners:** Requesting approval of a Letter of Support from the Blair County Commissioners to the PA Broadband Development Authority, for eCommunity Holdings LLC's application for funding through Pennsylvania's Broadband Equity, Access, and Deployment (BEAD) Program.
- i. **Bridge #33/Old Mill Run Bridge Replacement Project:** Requesting approval of ECMS submission Invoice #13, Part 1, Preliminary Design, in the total amount of \$3,921.97, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- j. **Employments:** Keith, Brittany, FT, Probation Officer Aide, Adult Parole and Probation, \$13.75/hr., effective 7/21/2025. Laten, Emily, FT, Caseworker I, Children, Youth and Families, \$20.60/hr., effective 7/21/2025. Schultz, Scott, PT, Tipstaff, Court Administration, \$13.75/hr., effective 7/21/2025. White, Ryley, FT, Judicial Secretary, Court Administration, \$1,309.00 biweekly, effective 7/21/2025.
- k. **Resignations:** McConaughy, Cooper, FT, Telecommunicator Trainee, 911 Center, \$13.88/hr., effective 7/14/2024. Myers, Michael, FT, Corrections Officer, Prison, \$22.66/hr., effective 7/18/2025. Ritchey, Ella, FT, Corrections Officer, Prison, \$21.53/hr., effective 7/15/2025. Reynoso, Jeanette, FT, Criminal Case Manager, Court Administration, \$19.35/hr., effective 7/18/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, approved to adopt Resolution 351-2025.

STAFF REPORTS & SPECIAL BUSINESS:

District Attorney:

Nichole Smith requested approval to amend Resolution #210-2025, a renewal agreement between the County of Blair, Blair County District Attorney's Office, and Karpel Solutions for the period of July 1, 2025 through June 30, 2026, for Additional Storage in the amount of \$2,000.00, increasing the total amount from \$29,500.00 to \$31,500.00.

Ms. Smith added that there has been an increase in the number of terabytes of storage space the office has used in conducting operations.

Commissioner Kessling noted that as we are now in the age of bodycam video, etc. he understands the need for additional storage capacity.

Resolution 352-2025: Approving the Amendment of Resolution #210-2025, a renewal agreement between the County of Blair, Blair County District Attorney's Office, and Karpel Solutions for the Period of July 1, 2025 through June 30, 2026, for Additional Storage in the amount of \$2,000.00, increasing the total amount from \$29,500.00 to \$31,500.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, approved to adopt Resolution 352-2025.

Social Services:

- Tricia Johnson requested approval to submit the FY 2025/2026 Human Services Block Grant Annual Plan to the Pennsylvania Department of Human Services.

Resolution 353-2025: Approving the request to submit the FY 2025/2026 Human Services Block Grant Annual Plan to the Pennsylvania Department of Human Services.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 353-2025.

- Tricia Johnson requested approval of the Quote received from HSS Systems for the Recurring Voucher Module in Accounts Payable in the total amount of \$875.00.

Resolution 354-2025: Approving the Quote received from HSS Systems for the Recurring Voucher Module in Accounts Payable in the total amount of \$875.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 354-2025.

- iii. Tricia Johnson requested approval of the FY 2024/2025 Contract between the County of Blair, Blair County Department of Social Services, and Healthy Community Living, Inc. to assist with funding the supportive housing case manager for the period of July 1, 2024 through June 30, 2025, in the maximum contract amount of \$100,000.00.

Resolution 355-2025: Approving the FY 2024/2025 Contract between the County of Blair, Blair County Department of Social Services, and Healthy Community Living, Inc. to assist with funding the supportive housing case manager for the period of July 1, 2024 through June 30, 2025, in the maximum contract amount of \$100,000.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 355-2025.

Children, Youth, and Families:

- i. Mindy Hostler requested approval to amend Resolution #284-2025 to remove the expiration date of June 30, 2026 for the 2025 Agreement for Purchases Under Bidding Threshold for Dutch's Hauling.

Resolution 356-2025: Approving the Amendment of Resolution #284-2025 to remove the expiration date of June 30, 2026 for the 2025 Agreement for Purchases Under bidding Threshold for Dutch's Hauling.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 356-2025.

- ii. Mindy Hostler requested approval of the FY 2025/2026 Child Welfare Information System Data Sharing Agreement between the County of Blair, Blair County Children, Youth and Families, and Pennsylvania Department of Human Services.

Resolution 357-2025: Approving the FY 2025/2026 Child Welfare Information System Data Sharing Agreement between the County of Blair, Blair County Children, Youth and Families, and Pennsylvania Department of Human Services.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 357-2025.

Public Works - Highway:

Paul Shaffer requested approval of the Agreement for Purchases Under Bidding Threshold between the County of Blair, on behalf of Blair County Public Works/Highway, and The Burchfield Organization, Inc. d/b/a/ Burchfield Towing, Burchfield Truck Sales & Services for towing services set forth in County approved Purchase Orders.

Resolution 358-2025: Approving the Agreement for Purchases Under Bidding Threshold between the County of Blair, on behalf of Blair County Public Works/Highway, and the Burchfield Organization, Inc. d/b/a Burchfield Towing, Burchfield Truck Sales & Services for towing services set forth in County approved Purchase Orders.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 358-2025.

Public Safety - EMA:

- i. Mark Taylor requested approval of the updated Blair County Emergency Operations Plan (EOP).

Resolution 359-2025: Approving the updated Blair County Emergency Operations Plan (EOP).

Commissioner Kessling asked if the Emergency Operations Plan is available for people to view.

Mark Taylor commented that all counties have their plan in house, but that it is available only upon request due to the redactions of sensitive data.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 359-2025.

- ii. Mark Taylor requested ratification for the submission of the Norfolk Southern Safety First Grant application to Norfolk Southern for the purchase of two (2) drones for the Blair EMA UAV (Drones) Program in the total amount of \$50,000.00.

Commissioner Webster asked if this was an application for a grant, and if so, noted that it would be nice for the county to receive \$50,000.00. She also asked if EMA would apply again if the application were to be denied.

Mark Taylor noted that other available programs exist and could be pursued.

Commissioner Kessling commented that with the number of trains running in the County, one would think that the grant application would be approved.

Resolution 360-2025: Approving ratification for the submission of the Norfolk southern Safety First Grant application to Norfolk Southern for the purchase of two (2) drones for the Blair EMA UAV (Drones) Program in the total amount of \$50,000.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, approved to adopt Resolution 360-2025.

Fort Roberdeau:

Glenn Nelson requested approval of the Agreement for Purchases Under Bidding Threshold between the County of Blair on behalf of Fort Roberdeau, and Charlie's Tree Service for the removal of a black walnut tree that fell onto a pavilion in the total amount of \$1,500.00.

Commissioner Kessling expressed his thanks and appreciation to Glenn Nelson for all the hard work and patience in working through the process to bring this to the Commissioners' agenda. He knows it was a long process and involved a great deal of work and appreciates the effort.

Kay Stephens of the Altoona Mirror questioned how removal of a tree saved the County money.

Commissioner Kessling commented that several bids were received for the work, all of which were determined to be unreasonable. He noted that it took more time than expected but thanked Glenn Nelson again.

Resolution 361-2025: Approving the Agreement for Purchases Under Bidding Threshold between the County of Blair, on behalf of Fort Roberdeau, and Charlie's Tree Service for the removal of a black walnut tree in the total amount of \$1,500.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 361-2025.

Prison:

Commissioner Kessling requested approval of the Proposal and Advertisement for food services at the Blair County Prison.

Commissioner Webster noted that this Request for Proposal was created in order to obtain food services for our guests at the "stone hotel".

Kay Stephens of the Altoona Mirror asked if the County had done its research and knows what to expect.

Commissioner Webster indicated that the requirement for these services had been looked into prior to the recent events at the Prison, and the effort was made in order to obtain better pricing and better services. The research indicated that the County could save roughly \$300,000.00 compared to what it is paying now for the services, while also bringing correctional staff back to their regular correctional positions instead of providing food services. Commissioner Webster thanked the Correctional staff and noted that everyone is aware of the challenges since the Kitchen Manager resigned. An emergency contract was looked at; however, it is expensive. For now, the correctional staff will continue to provide food services until a new contract is put in place.

Resolution 362-2025: Approving the Request for Proposal and Advertisement for food services at the Blair County Prison.

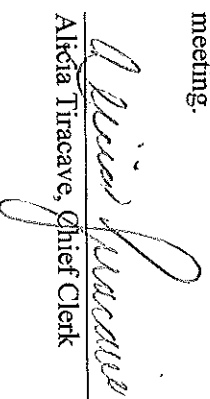
Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 362-2025.

OLD BUSINESS:

None

ADJOURN:

Motioned by Commissioner Burke, seconded by Commissioner Webster, and unanimously approved to adjourn today's meeting.


Alicia Tiracave, Chief Clerk