

COMMISSIONERS' MEETING: THURSDAY, JULY 31, 2025, 10:01 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.

MEMBERS PRESENT:

Commissioner Kessling, Commissioner Webster, Commissioner Burke and Chief Clerk Tiracave.

OTHERS PRESENT:

Jen Cutshall and Lori Guyer (Commissioners), Lindsay Dempse and Brandon Meck (Finance), Mindy Hostler (CYF), Melissa Gillin, Nikki McHugh, Trina Illig (Social Services), Nicholas Burket (Public Works – Facilities), Angela Wagner (Controller), Sam Dunkle (Court Administration), Rebecca Robinson (Purchasing), Kay Stephens (Altoona Mirror), Ann Merritts (Public)

EXECUTIVE SESSION ANNOUNCEMENT:

None

PUBLIC COMMENT:

None

COMMISSIONER COMMENT:

None

CONSENT AGENDA:

Resolution 363– 2025:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
7/21/2025	250721FS	\$3,082.93
7/22/2025	250722RF	\$878.51
7/23/2024	250723RA	\$1,328.50
7/24/2025	250724HR	\$22,972.19
7/25/2025	250725RF	\$3,386.68
7/28/2025	250728FS	\$1,733.65
7/29/2025	250729SS	\$331,877.00
7/29/2025	250729CY	\$80,148.22
7/29/2025	250729WW	\$539,609.44

- b. Ratification of total Payroll for the paycheck dated 7/25/2025 in the total amount of \$995,004.76.
c. **2025 Budget Transfer:** To cover the costs of the advertisement for the Solicitation of Interest (SOI) for the Solid Waste Management Plan.

From	\$	To
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01101GCO-41999 General County Operations \$2,400.00 01101-42110 Commissioners

- d. **2025 Budget Transfer:** To cover the cost of maintenance on County Vehicles:

From	\$	To
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01103HW-44730 Highway \$132.00 01202-44830 Juvenile Probation

- e. **Fort Roberdeau:** Requesting approval of one (1) Saint Francis University student intern, Mason Hoff, for the period of August 1, 2025 through October 31, 2025. Internship is for credit only and at no cost to the County.

- f. **Commissioners:** Requesting a Letter of Support from the Blair County Board of Commissioners on behalf of our contracted IT services company, RBA Professional Data Systems.

- g. **Employments:** Beightol, Kelcey, FT, Probation Officer, Adult Parole and Probation, \$19.35/hr., effective 7/28/2025. Chislow, Marlena, Aiken, Hunter, FT, Caseworker, CYF, \$20.60/hr., effective 7/28/2025. Brown, Jessica, Per Diem, Custody Mediation Officer, Court Administration, \$165.00/day, effective 7/28/2025.

- h. **Resignations:** Easterling, Minyghah, FT, Temporary Department Assistant, Highway, \$12.50/hr., effective 7/18/2025. Gearhart, Beth, FT, Telecommunicator Trainee, 911 Center, \$17.55/hr., effective 7/24/2025. Franco, Brittany, FT, Corrections Officer, Prison, \$22.71/hr., effective 7/25/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 363-2025.

Court Administration:

Sam Dunkle requested approval of the Quote dated June 11, 2025, from Secure Tech Systems, Inc. for WAVE plus systems including alarms for the six (6) Magistrate District Judge offices and the Adult Parole's Altoona office, in the amount of \$48,368.00.

Commissioner Kessling commented that it is a good thing that the AOPC and SC can provide these with grant money.

Mr. Dunkle added that the funds for this were approved in November 2024, and initially the project was to include the Courthouse as well, however, it was revised to include the MDJ offices and APO satellite office.

Resolution 364-2025: Approving the Quote dated June 11, 2025, from Secure Tech Systems, Inc. for WAVE plus systems including alarms for the six (6) Magistrate District Judge offices and the Adult Parole's Altoona office, in the amount of \$48,368.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 364-2025.

Children, Youth, and Families:

Mindy Hostler requested approval of the Child Accounting and Profile System (CAPS) Version 18 Upgrade Agreement dated May 15, 2025, between the County of Blair, Blair County Children, Youth and Families, and Avanco International Inc. in the amount of \$5,770.33.

Resolution 365-2025: Approving the Child Accounting and Profile System (CAPS) Version 18 Upgrade Agreement dated May 15, 2025, between the County of Blair, Blair County Children, Youth and Families, and Avanco International Inc. in the amount of \$5,770.33.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 365-2025.

Elections:

Alicia Tiracave, on behalf of Sarah Seymour, requested approval to submit the Election Integrity Grant Program Post Election Report to the Commonwealth of Pennsylvania, Department of Community and Economic Development, for the May 20, 2025 Primary, in the amount of \$145,239.52.

Resolution 366-2025: Approving the submission of the Election Integrity Grant Program Post Election Report to the Commonwealth of Pennsylvania, Department of Community and Economic Development, for the May 20, 2025 Primary, in the amount of \$145,239.52.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, approved to adopt Resolution 366-2025.

Public Works - Facilities:

i. Nicholas Burkett requested approval of the Quote received from Hoover's Spraying LLC for weed and lawn spraying of the Courthouse exterior and grounds in the amount of \$918.50.

Resolution 367-2025: Approving the Quote received from Hoover's Spraying LLC for weed and lawn spraying of the Courthouse exterior and grounds in the amount of \$918.50.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 367-2025.

ii. Nicholas Burkett requested approval of the Contract between the County of Blair, on behalf of Blair County Public Works – Facilities, and Robert's Pest Control for rodent and insect control services at the rate of \$750.00 for initial set up, then \$185.00 per month for the period of July 31, 2025 through July 30, 2026.

Commissioner Kessling questioned if this contract was just for the Prison, and if the previous contract covered rodents.

Mr. Burkett responded that the required services were just for the Prison and that the previous contract only covered rodents. Insect control was performed on a case by case basis and was very expensive. He noted that Robert's Pest Control currently services the MDJ offices, so this would be a second contract with Robert's Pest Control just for the Prison.

Resolution 368-2025: Approving the Contract between the County of Blair, on behalf of Blair County Public Works – Facilities, and Robert's Pest Control for rodent and insect control services at the rate of \$750.00 for initial set up, then \$185.00 per month for the period of July 31, 2025 through July 30, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 368-2025.

Social Services:

i. Nikki McHugh requested approval of the Contract between the County of Blair, on behalf of the Department of Social Services, and Soul Shop for Applied Suicide Intervention Training (ASIST) on August 26-27, 2025, in the amount not to exceed \$5,000.00.

Commissioner Webster asked if this is a part of the suicide walk.

Nikki McHugh explained that this training is more people-centered and is meant for people aged 16 years and older to assist them in talking to people and getting the help they need.

Resolution 369-2025: Approving the Contract between the County of Blair, on behalf of the Department of Social Services, and Soul Shop for Applied Suicide Intervention Training (ASIST) on August 26-27, 2025, in the amount not to exceed \$5,000.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 369-2025.

- ii. Melissa Gillen requested approval of an Affordable Housing Trust Fund Disbursement for the Code Compliance Repair Assistance Program to assist with roof replacement at 1210 3rd Avenue, Altoona, PA, in the not to exceed amount of \$5,000.00.

Commissioner Kessling noted that in years past, a roof was fixed under this program, only to find out the next year that the house's foundation was no good. He noted that money was ultimately spent to repair a house with an unrepairable foundation.

Trina Illig noted that this was a long project and started as part of the CDBG program.

Resolution 370-2025: Approving an Affordable Housing Trust Fund Disbursement for the Code Compliance Repair Assistance Program to assist with roof replacement at 1210 3rd Avenue, Altoona, PA, in the not to exceed amount of \$5,000.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, unanimously approved to adopt Resolution 370-2025.

- ii. Trina Illig requested approval to authorize Commissioner David Kessling, as the Chief Elected Official, to sign the Environmental Review Record and Exempt Status Determination form for the Hollidaysburg Curb Cut Improvement Project under the FFY 2021 CDBG Program.

Resolution 371-2025: Authorizing Commissioner David Kessling, as the Chief Elected Official, to sign the Environmental Review Record and Exempt Status Determination form for the Hollidaysburg Curb Cut Improvement Project under the FFY 2021 CDBG Program.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 371 -2025.

- iii. Trina Illig requested approval to submit a request to the Commonwealth of Pennsylvania, Department of Health, for Lead Hazard Control and Healthy Homes funding in the amount of \$228,000.00, and authorizing David Kessling, as the Chief Elected Official, to sign the following documents:

- Letter of Support on behalf of the Department of Health's application to Housing and Urban Development
- Certification of Consistency with the Consolidated Plan Forms

Trina Illig noted that the Department of Health is the recipient of this funding, and Social Services is a sub-recipient. There is no direct HUD entitlement for these funds, Social Services is required to follow the State's consolidated plans for requesting them.

Commissioner Webster asked if this funding was going to be used for multiple treatments on a number of homes.

Trina Illig responded that right now there are eight (8) units proposed.

Resolution 372-2025: Authorizing the submission of a request to the Commonwealth of Pennsylvania, Department of Health, for Lead Hazard Control and Healthy Homes funding in the amount of \$228,000.00, and authorizing David Kessling, as the Chief Elected Official, to sign the following documents:

- Letter of Support on behalf of the Department of Health's application to Housing and Urban Development
- Certification of Consistency with the Consolidated Plan Forms

Motioned by Commissioner Kessling, seconded by Commissioner Webster, unanimously approved to adopt Resolution 372 -2025.

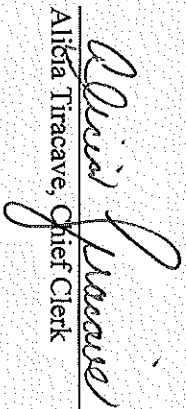
OLD BUSINESS:

None

ADJOURN:

The next Board of Commissioners' Meeting will be held on Thursday, August 7, at 10:00 a.m. in the Commissioners' Public Meeting Room.

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


Alicia Tiracave, Chief Clerk