

WORK SESSION: TUESDAY, JANUARY 23, 2024, 1:00 P.M.

Location: Commissioners Meeting Room, Basement.

CALL TO ORDER:

Commissioner Kessling called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Kessling called for a moment of silent reflection.

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.

ROLL CALL:

MEMBERS PRESENT:

Commissioner Kessling, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Nathan Earn.

OTHERS PRESENT:

Brandon Meck (Finance), Rebecca Robinson (Purchasing), Angela Wharton, Mindy Hostler, and Justin Detwiler (Children, Youth, and Families), A.C. StickeI IV (Controller), Tricia Johnson (Social Services), Cris Frederickson (EMA/911), Shaun Edmundson (Prison), Grant Wills (Geographical Information Systems), and Nate Taylor (Public Access Channel).

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Nicole Hemminger announced two Executive Sessions were held on Monday, January 22, 2024.

The first was held on Monday, January 22, 2024 at 12:00pm with Commissioner Kessling, Commissioner Webster, Commissioner Burke, Human Resources Director Katherine Swigart, Human Resources Manager Melena Koegler, and herself to discuss one-1 employee discipline matter.

The second was held on Monday, January 22, 2024 at 1:00pm with Commissioner Kessling, Commissioner Webster, Commissioner Burke, Human Resources Director Katherine Swigart, Human Resources Manager Melena Koegler, Shon Worner, Warden Abbie Tate, and herself to discuss four-4 separate employee discipline matters.

PUBLIC COMMENT:

Commissioner Kessling called for public comment. **There were no comments.**

COMMISSIONER COMMENTS:

Commissioner Kessling called for commissioner comments. **There were no comments.**

CONSENT AGENDA:

Resolution 38 – 2024:

a. Payment of the following 2-two Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/23/2024	240123WW	\$1,850,167.80
01/23/2024	240123SS	\$319,702.00

b. Ratification of the following 2-two Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/16/2024	240116RA	\$130.00
01/17/2024	240117RA	\$83,396.97

c. **2023 Budget Transfer:** To cover an invoice from Liberty Fire Solutions

- | From | To |
|------------------------------------|--------------------------|
| 01103BM-44710 Building Maintenance | \$ 64.24 |
| 01161PA-44710 MDJ Aigner | 01161PA-44710 MDJ Aigner |
- d. **Separations:** Mollica, Louis, FT, Corrections Officer, Prison, \$22.66/hr., effective 1/12/24 and Mowery, Steven, FT, Corrections Officer, Prison, \$21.05/hr., effective 1/12/24.
- e. **Employments:** Wharton, Angela, FT, Clerk Typist II – Fiscal Aide, CYF, \$13.62/hr., 37.5 hours per week, effective 1/22/24.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 38-2024.

STAFF REPORTS & SPECIAL BUSINESS

Department of Emergency Services:

Cris Frederickson requested approval of the 2024 Training Membership Program Contract between the County of Blair, on behalf of the Department of Emergency Services, and Bucks County Community College Department of Public Safety, for the “Bronze Membership”, in the total annual membership fee of \$1,300.00 per calendar year.

Ms. Frederickson mentioned that \$100 of the membership fee will be paid out of the General Fund and \$1,200 will be paid by the Hazardous Material Response Fund (HMRF) grant, which including training for EMA and 911 staff as well as for first responders.

Discussion followed.

Social Services:

i. Tricia Johnson requested approval of the Purchase of Service Agreement between the County of Blair, on behalf of the Department of Social Services, and David Binus Catering from February 1, 2024 through December 31, 2024 at a rate not to exceed \$12.00 per person.

Ms. Johnson stated that this expense if paid outside the General Fund.

Discussion followed.

ii. Tricia Johnson requested approval to ratify the signature and submission of the 2023 Fair Housing Annual Report.

Resolution 39-2024: Approving the ratification of the signature and submission of the 2023 Fair Housing Annual Report.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 39-2024.

Prison:

Shaun Edmundson requested approval of a quote received from PrimeCare Medical Inc. for the purchase of a medical cart using Opioid Settlement Funds in the total amount of \$3,065.13.

Chief Clerk Hemminger clarified that this item needed to be purchased specifically from an authorized vendor, which in this case, happened to be PrimeCare Medical Inc.

Discussion followed.

Children, Youth, and Families:

i. Mindy Hostler requested approval of the FY 23/24 Purchase of Service Agreement and HIPAA Business Associate Agreement between The County of Blair, Blair County Children, Youth and Families and The Children's Home of Pittsburgh.

Ms. Hostler explained that this vendor would provide foster care families with services that would help children from birth through 21 years of age, that have minimal to significant issues.

Discussion followed.

ii. Mindy Hostler requested approval of the FY 23/24 Purchase of Service Agreement and HIPAA Business Associate Agreement between The County of Blair, Blair County Children, Youth and Families and Pyramid Health Holdings, LLC d/b/a Raystown Developmental Services.

Ms. Hostler explained that this is a new contract with Pyramid and would provide services for family group decision-making, reunification, etc. for people in the Tyrone-Bellwood part of Blair County.

Discussion followed.

Finance:

i. Lindsay Dempsie requested approval of the submission of Blair County's 2023 4th Quarter Project and Expenditure Report under the American Rescue Plan Act to the U.S. Department of the Treasury.

Ms. Dempsie reported that all funds have been obligated and, to date, \$5,386,400.48 have been expended.

Discussion followed.

ii. Lindsay Dempsie requested approval of an agreement between the County of Blair and Image Signs Corp for products and services including, but not limited to, custom office supplies. Services/products will be provided on a per quote basis via a County approved Purchase Order.

Ms. Dempsie mentioned that this contract will allow other County departments to compare prices for custom items.

Discussion followed.

Purchasing:

Rebecca Robinson requested approval for authorization to participate in the Costar's contract for the purchase of between 180 and 420 tons of sodium chloride (road salt) at a price to be determined by the bidding process for the participation period of August 2024 through July 2025 and authorization for the Blair County Procurement Specialist to submit the request on behalf of the County of Blair.

Discussion followed.

GIS:

i. Grant Willis requested approval of an ArcGIS software maintenance agreement between the County of Blair and Environmental Systems Research Institute, Inc. (ESRI) for use by the Geographic Information Systems (GIS) Department and the Assessment Office, for five (5) ArcGIS for Desktop advanced concurrent use licenses, one (1) ArcGIS Spatial Analyst for Desktop Concurrent Use License, and two (2) ArcGIS for Server enterprise standard licenses in the total amount of \$17,380.00 through 1/31/2025.

Discussion followed.

- ii. Grant Wills requested approval of an ArcGIS software maintenance agreement between the County of Blair and Environmental Systems Research Institute, Inc. (ESRI) for use by the 911 Operations Center, for one (1) ArcGIS for Desktop Standard Concurrent Use license in the total amount of \$1,650.00 through 1/31/2025.

Discussion followed.

Old Business:

None.

New Business:

None.

Adjourn:

Meeting Adjourned,



Nicole M. Hemminger, Chief Clerk

