

**WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, SEPTEMBER 17, 10:00 A.M.**

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **EXECUTIVE SESSION ANNOUNCEMENT** – The Commissioners, County Administrator, Assistant County Administrator and Labor Council met in Executive Session beginning at 9:15 a.m. on Friday, September 13, 2019 regarding Labor Negotiation.
5. **PUBLIC COMMENT**
6. **COMMISSIONERS COMMENTS:**
7. **CONSENT AGENDA:**
 - Resolution 389-2019:**
 - a. Payment of four (4) Warrant Lists dated 9/16/19, in the amounts of \$1,019,465.40 (#1909TL), \$27,171.18 (#190911TL), \$11,437.96 (#190917MW) and \$13,111.21 (#190913CI) which include payment of the following invoices:
 - **2017 Project Fund/Bond/Election Equipment:** Lowes, in the amount of \$152.92, for reuse of existing privacy screens and Copy-Rite, in the amount of \$1,218.30, for color copies of instruction manuals for poll worker training.
 - **2017 Project Fund/Bond/Parking Garage Stair Tower:** Keller Engineers, in the amount of \$6,534.75, for invoice #3.
 - **2017 Project Fund/Bond/Roof Replacement:** Keller Engineers, in the amount of \$1,306.59, for invoice #8.
 - **2017 Project Fund/Bond/Historic Finish Restoration 1906 Courthouse Windows:** Albert Michaels Conservation, in the amount of \$25,475.60, for application #4.
 - **2017 Project Fund/Bond/Historic Finish Restoration Courthouse Phase 2, Courtroom #2:** Albert Michaels, in the amount of \$30,203.19, for application #9
 - **2017 Project Fund/Bond/HVAC Improvement & Interior Alterations:** Kretina Builders, Inc., in the amount of \$55,285.72, for application #9; Marc-Services, Inc., in the amount of \$3,851.56, for application #12; Stelco Inc., in the amount of \$22,541.28, for application #12.
 - **Additional invoices:**
 1. Keller Engineers in the remaining amount of \$22,626.65
 2. JJ Keller Limited Partnership in the total amount of \$1,975.00
 3. John Rita in the total amount of \$500.00
 4. McCartney’s in the total amount of \$463.77
 5. UPMC Altoona in the total amount of \$900.00
 - b. Ratification of one (1) Warrant List dated 9/10/19, in the amount of \$27,171.18 (190911TL) and one (1) Warrant List dated 9/16/19, in the amount of \$13,111.21 (#190913CI).
 - c. Ratification of Total Payroll for the Check Date September 12, 2019, in the total amount of \$821,008.63.
 - d. **Reimbursement to General Checking Account:** From the Marcellus Shale Fund, in the total amount of \$238.00, for postage to mail Farmland Preservation Correspondence.
 - e. **Holiday Schedule 2020:** Requesting approval of the 2020 Holiday Schedule for non-union employees of the County of Blair.
 - f. **2019 Budget Transfer:** For legal fees from McNeese Wallace from July 2019.

From	\$	To
01101GCO-44080 General County Operations	\$61.25	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$85.75	01160ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$256.50	01109-44080 Treasurer
01101GCO-44080 General County Operations	\$220.50	01602-44080 EMA
01101GCO-44080 General County Operations	\$147.00	01160ED-44080 Judge Doyle
01101GCO-44080 General County Operations	\$8,927.87	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1,212.67	01158-44080 District Attorney
01101GCO-44080 General County Operations	\$1,016.67	01157-44080 Public Defender
01101GCO-44080 General County Operations	\$106.17	01160ED-44080 Judge Doyle
 - g. **2019 Budget Transfer:** For legal fees from Campbell Durant.

From	\$	To	Month
01101GCO-44080 Gen. County Ops	\$862.10	01209PO-44080 Prison	August
01101GCO-44080 Gen. County Ops	\$19,906.40	01209PO-44080 Prison	July
 - h. **Employment:** Evan L. Cottle, PT, Tip Staff, Judge Kagarise, Court Administration, \$10.00/hr., effective 9/16/19; Rosemarie Bodenski, From: FT, Second Deputy Register and Recorder, Register and Recorder’s Office, \$15.79/hr., To: FT, Temporary First Deputy Register and Recorder, Register and

Recorder's Office, \$16.47/hr., effective 8/26/19; Clark J. Sheehe, From: Officer, JPO, \$13.10/hr. To: Supervisor, JPO, \$33,896.00/year, effective 9/14/19.

- i. **Resignations:** Ashley N. Bem, FT, Custody Clerk Receptionist, Court Administration, \$10.00/hr., effective 9/10/19; Melissa G. Hartman, PT, Clerical, Prothonotary, \$10.00/hr., effective 9/11/19; Charles F. Welker, PT, Tip Staff, Judge Kagarise, Court Administration, \$10.000/hr., effective 9/13/19; Lori G. Cushion, Temp, Department Assistant, CYF, \$20.50/hr., effective 8/22/19.
- j. **Retirements:** Marie A. Luciano, FT, Supervisor, CYF, \$49,506.34, effective 8/19/19.
- k. **Terminations:** Makenzie McDonald, PT, Corrections Officer (fill-in), Prison, \$15.08/hr., effective 9/12/19.

8. UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 306-2019: A resolution approving a FY 18/19 Purchase of Service Agreement (renewal) between the County of Blair, Blair County Children, Youth and Families and Family Services, Inc., at the rate of \$120.00 per day per child for the services provided below:

Free Shelter Services for males & females ages 12-17 for up to 21 days.
Drop-in nonresidential services
Daily group counseling 6-7 p.m. topics include: Healthy relationships, drug & alcohol issues, communicating with parents, Anger management and individual counseling.
Individual counseling
Family counseling
Life skills training
Recreational Activities: Arts & crafts, videos, board games, computer, video games.
Service learning project
Community referrals working closely with domestic abuse program and crime victims' services.
After care planning ongoing counseling available through family services counseling program.
After care home visits
Runaway prevention counseling

9. OLD BUSINESS:

None

10. NEW BUSINESS:

A. Department of Social Services:

- a. Requesting approval for the submission of a FY 2018 Community Department Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

FY 2018 Contract #C000071558:

- 1. Delete activity for Housing Rehabilitation (Antis) in the amount of \$92,263.00 for a new project total of \$0.
- 2. Create activity for Street and Drainage Improvement along N. 4th Street and Blair Street (Antis) in the amount of \$92,263.00 for a new project total of \$92,263.00.

- b. Requesting approval for the submission of a FY 2017 Community Development Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

FY 2017 Contract #C000069656:

- 1. Delete activity for Housing Rehabilitation (Antis) in the amount of \$83,777.00 for a new project total of \$0.
- 2. Create activity for Street and Drainage Improvement along N. 4th Street and Blair Street (Antis) in the amount of \$83,777.00 for a new project total of \$83,777.00.
- 3. Delete activity for Duncansville Street Improvements (East End) in the amount of \$110,186.00 for a new project total of \$0.
- 4. Increase activity for Housing Rehab (Non-Entitlements) in the amount of \$110,186.00 for a new project total of \$136,186.00.

- c. Requesting approval of a FY 2016 Community Development Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

FY 2016 Contract #C000066602

1. Delete activity for Demolition and Clearance (Frankstown) in the amount of \$27,237.00 for a new project total of \$0.
2. Increase activity for Housing Rehabilitation (Frankstown) in the amount of \$27,237.00 for a new project total of \$90,793.00.
3. Delete activity for Housing Rehabilitation (Antis) in the amount of \$84,843.00 for a new project total of \$0.
4. Create activity for Street and Drainage Improvement along N. 4th Street and Blair Street (Antis) in the amount of \$84,843.00 for a new project total of \$84,843.00.

- d. Requesting approval of a FY 2015 Community Development Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

FY 2015 Contract #C000064337

1. Delete activity for Demolition and Clearance (Frankstown) in the amount of \$26,672.00 for a new project total of \$0.
2. Increase activity for Housing Rehabilitation (Frankstown) in the amount of \$26,672.00 for a new project total of \$88,907.00.

B. Department of Emergency Services:

- a. Requesting approval of an Addendum to the Professional Services Agreement dated February 19, 2019 (Resolution 71-2019) between the County of Blair, on behalf of the Department of Emergency Services and MCM Consulting Group for the addition of one (1) Decontamination Exercise and one (1) Functional EOC Exercise involving the transportation of hazardous materials, in the increased amount of \$1,500.00, with 80% being paid by the FY 18/19 Hazardous Materials Emergency Preparedness (HMEP) Grant and the remaining 20% being paid by the Local Emergency Planning Committee (LEPC).
- b. Requesting approval of a Replacement Addendum A to the Professional Support Services Agreement dated June 9, 2019, between the County of Blair, on behalf of the Department of Emergency Services and RBA Professional Data Systems, Inc., for additional IT services performed at the Blair County 911/E Center, in the amount of \$7,530.00 per month, for the period of September 1, 2019 through December 31, 2021, due to the resignation of the Department's IT Administrator.
- c. Discussion concerning the Blair County 911 Communications Room Upgrade Project, and quotes received for items included in the project, which will be paid from the 2017 Bond:

- DeGol Carpeting, to furnish and install J + J Carpet Tile, in the total amount of \$8,376.00 (CoStar vendor)
- Krater Services, Inc., to furnish and install electrical work, in the total amount of \$2,345.00 (Three quotes received)
- Xybix Systems, Inc., to furnish and install telecommunicator workstations, in the total adjusted amount as follows: (CoStar vendor)

Materials/Supplies	\$106,467.00
Freight	\$ 5,250.00
<u>Installation</u>	<u>+ \$ 16,000.00</u>
Total	\$127,717.00
Credit (Dispatch Console)	- \$ 1,800.00
Adjusted Total	\$125,917.00

C. Southern Alleghenies Service Management Group:

- a. Requesting approval of a FY 19/20 Purchase of Service Agreement (renewal) between the County of Blair and Erik Messner for Intellectual Disability Services for the period of July 1, 2019 through June 30, 2020.
- b. Requesting approval of a FY 19/20 Purchase of Service Agreement (renewal) between the County of Blair and Sign Language Specialists of Western Pennsylvania for Early Intervention Services in the amount of \$60.00/per hour for Interpreter Services for the period of July 1, 2019 through June 30, 2020.

- c. Requesting approval of seven (7) FY 19/20 Purchase of Service Agreements (renewals) between the County of Blair and the following providers for Intellectual Disability Services for the period of July 1, 2019 through June 30, 2020:
 - Allegheny Lutheran Social Services
 - Center for Community Resources
 - Family Links, Inc.
 - Interim Healthcare
 - Merakey Pennsylvania
 - North Star Services, Inc.
 - Trpil Home Health

D. Children, Youth and Families:

- a. Requesting approval of a Rental Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and the Trustees of Jaffa Shrine of Altoona, for use of the Banquet Hall on November 26, 2019, to conduct the Poverty Summit, presented by the Blair County Children’s Roundtable and the Administrative Office of the Pennsylvania Courts, Children and Youth Division, in the total amount of \$1,000.00, with a \$250.00 non-refundable deposit due within ten (10) days of agreement signing, and the balance due payable thirty (30) days prior to rental date.
- b. Requesting approval of a FY 18/19 Children, Youth and Families Budget Amendment moving allocated funds, in the amount of \$580,780.00, from the In-Home, Community Based and Administration category to the Institutional/Residential category, due to children in unanticipated residential out-of-home placements requiring a higher per-diem rate than foster care placements.
- c. Requesting approval of nine (9) FY 18/19 Purchase of Service Agreements (renewals) between the County of Blair, Blair County Children, Youth and Families and the following providers:

- Bethesda Lutheran Services
 - 2018 – 2019 Service Provider Contract
 - Morris Road Group Home 424190 GH \$168.00
 - Unit A ISU 402570 IT \$206.00
 - Unit B ISU – Shelter 402550 SH \$188.40
- The Bair Foundation of Pennsylvania
 - 2018 – 2019 Service Provider Contract
 - 316390 BA \$74.31
 - BB \$62.02
 - BC \$66.97
 - BD \$63.33
 - BE \$89.77
 - BF \$78.50
 - BG \$34.67
 - BX \$75.00
 - Best for Families Program Rate Hourly \$65.00
 - PATH Program \$519,384.00
- Life Span Family Services
 - 2018 – 2019 Service Provider Contract
 - 441380 FC \$68.91
 - EP \$95.51
 - KN \$58.50
 - MN \$87.74
 - BC \$87.74
 - RP \$95.51
 - DC \$114.06
- Wardell and Associates – Family Intervention Crisis Services (FICS)
 - Family Preservation \$59.68
 - Reunification \$48.59
 - Independent Living \$47.48
- DIAKON Child, Family and Community Ministries
 - 331500 CC \$94.72
- Children’s Center for Treatment and Education
 - 475980 BB \$192.01
- Bethany Christian Services of Central PA
 - 330570 BC \$39.35
 - CC \$67.18
 - DC \$79.59

- Pathways Adolescent Center, Inc.

Pathways Adolescent Center	402630	\$150.00
Pathways Adolescent Center	406990	\$150.00
New Beginnings	416290	\$155.00
Transitional Living #2	435970	\$145.00
Transitional Living #3	437370	\$145.00
- Family Services, Inc.

Teen Shelter	333020	\$120.00
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E. Volunteers AD&D Policy Renewal:

Requesting approval to renew the following two (2) Volunteer Accidental Death and Accidental Dismemberment Medical Insurance Policies with the County Commissioners Association of Pennsylvania for the period of October 1, 2019 to October 1, 2020:

- Member – County of Blair in the total premium amount of \$726.00
- Member – County of Blair Emergency Management Services in the total premium amount of \$340.00
 - ✓ Medical Maximum \$25,000
 - ✓ Accidental Death Maximum \$5,000
 - ✓ Accidental Dismemberment Maximum \$5,000
 - ✓ Deductible Amount \$0

F. Roof Replacement Project:

Requesting approval of a Change Directive regarding the thickness of the insulation for the 1999 Courthouse Roof Project.

G. Highway Occupancy Permit:

Requesting approval of a Highway Occupancy Permit received from SPI Communications for the installation of a utility pole at the intersection of Everett Road and Polecat Hollow in Greenfield Township. SPI Communications have paid the \$600.00 fee for this permit.

H. County Commissioners Association of Pennsylvania (CCAP):

Requesting approval of a Letter of Support for a CCAP Website Hosting and Design Modernization Project Grant initiative.

I. Election:

Discussion concerning the bids received for the Printing of Election Ballots for the County of Blair Elections.

11. ADJOURN:

WORK SESSION: TUESDAY, SEPTEMBER 17, 2019, 10:00 A.M.:

Location: Conference Room 2B, 2nd Floor, New Addition.

Members Present: Commissioner Erb, Commissioner Tomassetti, Commissioner Beam, Assistant County Administrator Hemminger and Solicitor Karn.

Members Absent: County Administrator Schmitt.

Others Present: Erin Franks, Diane Litzinger and Amy Wertz (CYF), Carol Hartman (SASMG), Don Weakland (IT), James Pooler (Maintenance), Laura Burke (Public), Mark Taylor (EMA/911), Britton Mauk (Public/FISC), Kay Stephens (Altoona Mirror), Rocky Greenland (Public Works), Jim Hudack and Trina Illig (Department of Social Services), James Ott (Sheriff) and Melissa Harpster (Commissioners Office).

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 that all present stand and recite the Pledge of Allegiance to the Flag.

EXECUTIVE SESSION ANNOUNCEMENT:

Assistant County Administrator Hemminger announced that the Commissioners, County Administrator, Labor Council and herself meet in Executive Session beginning at 9:15 a.m. on Friday, September 13, 2019 regarding Labor Negotiation.

Kay Stephens (Altoona Mirror) asked the board for comment on how the negotiation was going. Commissioner Erb stated that there would be no comment at this time.

PUBLIC COMMENT:

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

COMMISSIONER COMMENTS:

Commissioner Erb asked for commissioner comments.

Commissioner Tomassetti – none.

Commissioner Beam – none.

Commissioner Erb announced that the county has been awarded a \$250,000.00 Lead Based Hazard Control Grant from the Department of Housing and Urban Development (HUD). He stated that awarded funds will be used to identify and eliminate lead paint and housing-related health hazards, and will promote housing that is lead-safe, healthy and hazard-free.

CONSENT AGENDA:

Resolution 389-2019:

- a. Payment of four (4) Warrant Lists dated 9/16/19, in the amounts of \$1,019,465.40 (#1909TL), \$27,171.18 (#190911TL), \$11,437.96 (#190917MW) and \$13,111.21 (#190913CI) which include payment of the following invoices:
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- e. **Holiday Schedule 2020:** Requesting approval of the 2020 Holiday Schedule for non-union employees of the County of Blair.
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- j. **Retirements:** Marie A. Luciano, FT, Supervisor, CYF, \$49,506.34, effective 8/19/19.
- k. **Terminations:** Makenzie McDonald, PT, Corrections Officer (fill-in), Prison, \$15.08/hr., effective 9/12/19.

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of invoices to Keller Engineers, Inc., JJ Keller Limited Partnership, McCartney's and John Rita.

Commissioner Erb noted his abstention due to a conflict of interest on the payment of invoices to UPMC Altoona.

Commissioner Beam voted Nay to the payment of an invoice to John Rita, with Commissioner Erb voting Yea and Commissioner Tomassetti abstaining due a professional relationship with Mr. Rita. There being a tie vote and as permitted by the Ethics Act, Commissioner Tomassetti again noted his conflict, and then proceeded to cast his vote in favor of payment of the invoice to John Rita, in light of the fact that the County has a previously approved contract with Mr. Rita.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 389-2019 with abstentions and negative votes as noted.

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 306-2019: A resolution approving a FY 18/19 Purchase of Service Agreement (renewal) between the County of Blair, Blair County Children, Youth and Families and Family Services, Inc., at the rate of \$120.00 per day per child for the services provided below:

Free Shelter Services for males & females ages 12-17 for up to 21 days.
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Individual counseling
Family counseling
Life skills training
Recreational Activities: Arts & crafts, videos, board games, computer, video games.
Service learning project
Community referrals working closely with domestic abuse program and crime victims' services.
After care planning ongoing counseling available through family services counseling program.
After care home visits
Runaway prevention counseling

Erin Franks stated that the appropriate insurance documents have been received from Family Services and reviewed by Solicitor Karn. Ms. Franks requested that the board consider taking action to adopt Resolution 306-2019.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 306-2019.

OLD BUSINESS:

None

NEW BUSINESS:

Department of Social Services:

- a. Trina Illig requested approval for the submission of a FY 2018 Community Department Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

FY 2018 Contract #C000071558:

1. Delete activity for Housing Rehabilitation (Antis) in the amount of \$92,263.00 for a new project total of \$0.
2. Create activity for Street and Drainage Improvement along N. 4th Street and Blair Street (Antis) in the amount of \$92,263.00 for a new project total of \$92,263.00.

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4. Increase activity for Housing Rehab (Non-Entitlements) in the amount of \$110,186.00 for a new project total of \$136,186.00.

- c. Trina Illig requested approval of a FY 2016 Community Development Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

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1. Delete activity for Demolition and Clearance (Frankstown) in the amount of \$27,237.00 for a new project total of \$0.
2. Increase activity for Housing Rehabilitation (Frankstown) in the amount of \$27,237.00 for a new project total of \$90,793.00.
3. Delete activity for Housing Rehabilitation (Antis) in the amount of \$84,843.00 for a new project total of \$0.
4. Create activity for Street and Drainage Improvement along N. 4th Street and Blair Street (Antis) in the amount of \$84,843.00 for a new project total of \$84,843.00.

- d. Trina Illig requested approval of a FY 2015 Community Development Block Grant Budget Modification (CDBG) to the Commonwealth of Pennsylvania, Department of Community & Economic Development as follows:

FY 2015 Contract #C000064337

1. Delete activity for Demolition and Clearance (Frankstown) in the amount of \$26,672.00 for a new project total of \$0.
2. Increase activity for Housing Rehabilitation (Frankstown) in the amount of \$26,672.00 for a new project total of \$88,907.00.

Mrs. Illig stated that the original allocations for FY's 2015, 2016, 2017 and 2018 projects either did not qualify for competitive funding or no longer show as a need to the municipality. In order to expend the funds new needs have been identified and Budget Modification submissions are needed.

Discussion followed.

Department of Emergency Services:

- a. Mark Taylor requested approval of an Addendum to the Professional Services Agreement dated February 19, 2019 (Resolution 71-2019) between the County of Blair, on behalf of the Department of Emergency Services and MCM Consulting Group for the addition of one (1) Decontamination Exercise and one (1) Functional EOC Exercise involving the transportation of hazardous materials, in the increased amount of \$1,500.00, with 80% being paid by the FY 18/19 Hazardous Materials Emergency Preparedness (HMEP) Grant and the remaining 20% being paid by the Local Emergency Planning Committee (LEPC).

Discussion followed.

Resolution 390-2019: A resolution approving an Addendum to the Professional Services Agreement dated February 19, 2019 (Resolution 71-2019) between the County of Blair, on behalf of the Department of Emergency Services and MCM Consulting Group for the addition of one (1) Decontamination Exercise and one (1) Functional EOC Exercise involving the transportation of hazardous materials, in the increased amount of \$1,500.00, with 80% being paid by the FY 18/19 Hazardous Materials Emergency Preparedness (HMEP) Grant and the remaining 20% being paid by the Local Emergency Planning Committee (LEPC).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 390-2019.

- b. Mark Taylor requested approval of a Replacement Addendum A to the Professional Support Services Agreement dated June 9, 2019, between the County of Blair, on behalf of the Department of Emergency Services and RBA Professional Data Systems, Inc., for additional IT services performed at the Blair County 911/E Center, in the amount of \$7,530.00 per month, for the period of September 1, 2019 through December 31, 2021, due to the resignation of the Department's IT Administrator.

Mr. Taylor stated that the 911/E Center's IT Administrator recently resigned his position with the county. Mr. Taylor stated that it is his intent to obtain additional IT support, management and consulting services with RBA Professional Data Systems, Inc.

Discussion followed.

Resolution 391-2019: A resolution approving Replacement Addendum A to the Professional Support Services Agreement dated June 9, 2019, between the County of Blair, on behalf of the Department of Emergency Services and RBA Professional Data Systems, Inc., for additional IT services performed at the Blair County 911/E Center, in the amount of \$7,530.00 per month, for the period of September 1, 2019 through December 31, 2021, due to the resignation of the Department's IT Administrator.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 391-2019.

- c. Mark Taylor presented discussion concerning the Blair County 911 Communications Room Upgrade Project, and quotes received for items included in the project, which will be paid from the 2017 Bond:
 - DeGol Carpeting, to furnish and install J + J Carpet Tile, in the total amount of \$8,376.00 (CoStar vendor)
 - Krater Services, Inc., to furnish and install electrical work, in the total amount of \$2,345.00 (Three quotes received)
 - Xybix Systems, Inc., to furnish and install telecommunicator workstations, in the total adjusted amount as follows: (CoStar vendor)

Materials/Supplies	\$106,467.00
Freight	\$ 5,250.00
<u>Installation</u>	<u>+ \$ 16,000.00</u>
Total	\$127,717.00
Credit (Dispatch Console)	- \$ 1,800.00
Adjusted Total	\$125,917.00

Mr. Taylor stated that the quotes to furnish and install the carpet tile, electrical work and the telecommunicator workstations will complete the 911 Communications Room Upgrade Project. He stated that, at this point, the project remains within the bond allocation set aside for the Communication Upgrade Project.

Discussion followed.

Resolution 392-2019: A resolution approving quotes received for items included in the project, which will be paid from the 2017 Bond:

- DeGol Carpeting, to furnish and install J + J Carpet Tile, in the total amount of \$8,376.00 (CoStar vendor)
- Krater Services, Inc., to furnish and install electrical work, in the total amount of \$2,345.00 (Three quotes received)
- Xybix Systems, Inc., to furnish and install telecommunicator workstations, in the total adjusted amount as follows: (CoStar vendor)

Materials/Supplies	\$106,467.00
Freight	\$ 5,250.00
<u>Installation</u>	<u>+ \$ 16,000.00</u>
Total	\$127,717.00
Credit (Dispatch Console)	- \$ 1,800.00
Adjusted Total	\$125,917.00

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 392-2019.

Southern Alleghenies Service Management Group:

- a. Carol Hartman requested approval of a FY 19/20 Purchase of Service Agreement (renewal) between the County of Blair and Erik Messner for Intellectual Disability Services for the period of July 1, 2019 through June 30, 2020.

Ms. Hartman stated that the service provider provides court appointed guardian services. She stated that there has been no increase of the state set rates from the prior year.

Discussion followed.

Resolution 393-2019: A resolution approving a FY 19/20 Purchase of Service Agreement (renewal) between the County of Blair and Erik Messner for Intellectual Disability Services for the period of July 1, 2019 through June 30, 2020

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 393-2019.

- b. Carol Hartman requested approval of a FY 19/20 Purchase of Service Agreement (renewal) between the County of Blair and Sign Language Specialists of Western Pennsylvania for Early Intervention Services in the amount of \$60.00/per hour for Interpreter Services for the period of July 1, 2019 through June 30, 2020.

Ms. Hartman stated that the service provider provides state mandated interpreter services. She stated that there is currently one (1) family in need of these services. The rate for services is \$60.00 per hour.

Discussion followed.

Resolution 394-2019: A resolution approving a FY 19/20 Purchase of Service Agreement (renewal) between the County of Blair and Sign Language Specialists of Western Pennsylvania for Early Intervention Services in the amount of \$60.00/per hour for Interpreter Services for the period of July 1, 2019 through June 30, 2020.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 394-2019.

- c. Carol Hartman requested approval of seven (7) FY 19/20 Purchase of Service Agreements (renewals) between the County of Blair and the following providers for Intellectual Disability Services for the period of July 1, 2019 through June 30, 2020:

- Allegheny Lutheran Social Services
- Center for Community Resources
- Family Links, Inc.
- Interim Healthcare
- Merakey Pennsylvania
- North Star Services, Inc.
- Trpil Home Health

Ms. Hartman stated that the service providers provide various base funded Intellectual Disability Services. She stated that there has been no increase of the state set rates from the prior year.

Discussion followed.

Resolution 395-2019: A resolution approving seven (7) FY 19/20 Purchase of Service Agreements (renewals) between the County of Blair and the following providers for Intellectual Disability Services for the period of July 1, 2019 through June 30, 2020:

- Allegheny Lutheran Social Services
- Center for Community Resources
- Family Links, Inc.
- Interim Healthcare
- Merakey Pennsylvania
- North Star Services, Inc.
- Trpil Home Health

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 395-2019.

Children, Youth and Families:

- a. Diane Litzinger requested approval of a Rental Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and the Trustees of Jaffa Shrine of Altoona, for use of the Banquet Hall on November 26, 2019, to conduct the Poverty Summit, presented by the Blair County Children's Roundtable and the Administrative Office of the Pennsylvania Courts, Children and Youth Division, in the total amount of \$1,000.00, with a \$250.00 non-refundable deposit due within ten (10) days of agreement signing, and the balance due payable thirty (30) days prior to rental date.

Ms. Litzinger stated that the Poverty Summit will be held at the Jaffa Shrine on November 26, 2019, and is open to the public. She stated that the Summit is being presented by the Blair County Children's Roundtable and the Administrative Office of PA Courts (AOPC), Children and Youth Division, to bring awareness to the community regarding the impact poverty has in all aspects of life.

Ms. Litzinger stated that Jodi Farr, a nationally known speaker, will address an expected audience of 200-300 people. She stated that CYF is responsible for the \$1,000.00 rental fee and the \$150.00 estimated fee for drinks. The county's share of estimated expenses (\$1,150.00) will be offset by the \$10.00 per person registration fee being charged. The AOPC will be responsible for the cost of the luncheon in the estimated amount of \$4,071.00.

Discussion followed.

Resolution 396-2019: A resolution approving a Rental Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and the Trustees of Jaffa Shrine of Altoona, for use of the Banquet Hall on November 26, 2019, to conduct the Poverty Summit, presented by the Blair County Children's Roundtable and the Administrative Office of the Pennsylvania Courts, Children and Youth Division, in the total amount of \$1,000.00, with a \$250.00 non-refundable deposit due within ten (10) days of agreement signing, and the balance due payable thirty (30) days prior to rental date.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 396-2019.

- b. Amy Wertz requested approval of a FY 18/19 Children, Youth and Families Budget Amendment moving allocated funds, in the amount of \$580,780.00, from the In-Home, Community Based and Administration categories to the Institutional/Residential category, due to children in unanticipated residential out-of-home placements requiring a higher per-diem rate than foster care placements.

Ms. Wertz stated the Budget Amendment request is to move allocated funds from one category to another and does not change the overall allocation. She stated that residential, out-of-home placements come at a higher per diem rate than foster care placements.

Discussion followed.

Resolution 397-2019: A resolution approving a FY 18/19 Children, Youth and Families Budget Amendment moving allocated funds, in the amount of \$580,780.00, from the In-Home, Community Based and Administration category to the Institutional/Residential category, due to children in unanticipated residential out-of-home placements requiring a higher per-diem rate than foster care placements.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 397-2019.

- c. Erin Franks requested approval of nine (9) FY 18/19 Purchase of Service Agreements (renewals) between the County of Blair, Blair County Children, Youth and Families and the following providers:

- o Bethesda Lutheran Services
 - 2018 – 2019 Service Provider Contract
 - Morris Road Group Home 424190 GH \$168.00
 - Unit A ISU 402570 IT \$206.00
 - Unit B ISU – Shelter 402550 SH \$188.40
- o The Bair Foundation of Pennsylvania
 - 2018 – 2019 Service Provider Contract
 - 316390 BA \$74.31
 - BB \$62.02
 - BC \$66.97
 - BD \$63.33
 - BE \$89.77
 - BF \$78.50
 - BG \$34.67
 - BX \$75.00
 - Best for Families Program Rate Hourly \$65.00
 - PATH Program \$519,384.00
- o Life Span Family Services
 - 2018 – 2019 Service Provider Contract
 - 441380 FC \$68.91
 - EP \$95.51
 - KN \$58.50
 - MN \$87.74
 - BC \$87.74
 - RP \$95.51
 - DC \$114.06
- o Wardell and Associates – Family Intervention Crisis Services (FICS)
 - Family Preservation \$59.68
 - Reunification \$48.59
 - Independent Living \$47.48
- o DIAKON Child, Family and Community Ministries
 - 331500 CC \$94.72
- o Children’s Center for Treatment and Education
 - 475980 BB \$192.01
- o Bethany Christian Services of Central PA
 - 330570 BC \$39.35
 - CC \$67.18
 - DC \$79.59
- o Pathways Adolescent Center, Inc.
 - Pathways Adolescent Center 402630 \$150.00
 - Pathways Adolescent Center 406990 \$150.00
 - New Beginnings 416290 \$155.00
 - Transitional Living #2 435970 \$145.00
 - Transitional Living #3 437370 \$145.00
- o Family Services, Inc.
 - Teen Shelter 333020 \$120.00

Ms. Frank stated that the Family Services contract could be removed from this list as it was approved today under unfinished business.

Ms. Franks stated that all of the agreements are renewal agreements for FY 18/19. She stated that with the exception of Bethesda Lutheran Services and Pathways Adolescent Center, Inc., rates remained unchanged. Bethesda Lutheran Services is requesting a 4% increase and Pathways Adolescent Center is requesting a 7% increase.

Discussion followed.

Resolution 398-2019: A resolution approving eight (8) FY 18/19 Purchase of Service Agreements (renewals) between the County of Blair, Blair County Children, Youth and Families and the following providers:

- Bethesda Lutheran Services
- The Bair Foundation of Pennsylvania
- Life Span Family Services
- Wardell and Associates – Family Intervention Crisis Services (FICS)
- DIAKON Child, Family and Community Ministries
- Children’s Center for Treatment and Education
- Bethany Christian Services of Central PA
- Pathways Adolescent Center, Inc.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 398-2019.

Volunteers AD&D Policy Renewal:

Assistant County Administrator Hemminger requested approval to renew the following two (2) Volunteer Accidental Death and Accidental Dismemberment Medical Insurance Policies with the County Commissioners Association of Pennsylvania for the period of October 1, 2019 to October 1, 2020:

- Member – County of Blair in the total premium amount of \$726.00
- Member – County of Blair Emergency Management Services in the total premium amount of \$340.00
 - ✓ Medical Maximum \$25,000
 - ✓ Accidental Death Maximum \$5,000
 - ✓ Accidental Dismemberment Maximum \$5,000
 - ✓ Deductible Amount \$0

Mrs. Hemminger stated that the County’s total annual premium amount of \$726.00 insures 198 community volunteers and 33 work release volunteers, and the total annual premium amount of \$340.00 for Emergency Management Services insures 78 community volunteers.

Discussion followed.

Resolution 399-2019: A resolution approving to renew the following two (2) Volunteer Accidental Death and Accidental Dismemberment Medical Insurance Policies with the County Commissioners Association of Pennsylvania for the period of October 1, 2019 to October 1, 2020:

- Member – County of Blair in the total premium amount of \$726.00
- Member – County of Blair Emergency Management Services in the total premium amount of \$340.00

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 399-2019.

Roof Replacement Project:

Rocky Greenland requested approval of a Change Directive regarding the thickness of the insulation for the 1999 Courthouse Roof Project.

Mr. Greenland stated that a Change Directive is needed in order to lower the thickness of the insulation by 2 ½ inches in order to correctly install roof flashing. This change has already been reviewed and approved through Hollidaysburg Borough code review.

Mr. Greenland anticipates that the project will begin on September 23, 2019 with a project completion window of 120 days.

Discussion followed.

Resolution 400-2019: A resolution approving a Change Directive regarding the thickness of the insulation for the 1999 Courthouse Roof Project.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 400-2019.

Highway Occupancy Permit:

Requesting approval of a Highway Occupancy Permit received from SPI Communications for the installation of a utility pole at the intersection of Everett Road and Polecat Hollow in Greenfield Township. SPI Communications have paid the \$600.00 fee for this permit.

Mr. Greenland stated that that an application for a Highway Occupancy Permit has been received from SPI Communications who has been retained by First Energy to provide project management and engineering services for the installation of a utility pole and aerial fiber optic cabling at the intersection of Everett Road and Polecat Hollow located in Greenfield Township.

Discussion followed.

Resolution 401-2019: A resolution approving a Highway Occupancy Permit received from SPI Communications for the installation of a utility pole at the intersection of Everett Road and Polecat Hollow in Greenfield Township. SPI Communications have paid the \$600.00 fee for this permit.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 401-2019.

County Commissioners Association of Pennsylvania (CCAP):

Don Weakland requested approval of a Letter of Support for a CCAP Website Hosting and Design Modernization Project Grant initiative.

Mr. Weakland stated that the County Commissioners Association of Pennsylvania (CCAP) is submitting an application to the Pennsylvania Department of Community and Economic Development (DCED) for grant-in-aid funds for the CCAP Website Hosting and Design Modernization Web Application Project. He stated that grant-in-aid funds will provide a better platform for web program and related services to local Pennsylvania Government Entities, including Blair County.

Discussion followed.

Resolution 402-2019: A resolution approving a Letter of Support for a CCAP Website Hosting and Design Modernization Project Grant initiative.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 402-2019.

Election:

Assistant County Administrator Hemminger presented discussion concerning the bids received for the Printing of Election Ballots for the County of Blair Elections.

Mrs. Hemminger stated that sealed bids were opened on September 16, 2019 for the printing of election ballots. William Penn Printing was the only vendor to submit a bid in the amount of \$143,910.00 for 3½-election cycles or seven (7) total elections.

Mrs. Hemminger stated that William Penn Printing has met all of the criteria required by the bid proposal and that the sample ballots provided were scanned through the DS200 precinct scanner and that there were no problems to report.

Mrs. Hemminger requested that the board consider acceptance and award of the bid proposal to William Penn Printing in the amount of \$143,910.00. Which will be a general fund expense.

Discussion followed.

Resolution 403-2019: A resolution approving the acceptance and award of proposal received from William Penn Printing for the printing of election ballots in the amount of \$143,910.00.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 403-2019.

ADJOURN:

Meeting Adjourned,

Nicole Hemminger, Assistant County Administrator