

WORK SESSION: TUESDAY, APRIL 4, 2023, 10:00 A.M.

Location: Commissioners Meeting Room, Basement.

**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#*

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 those participating in the meeting to please stand and recite the Pledge of Allegiance to the Flag.

Roll Call:

Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Karn.

Others Present:

Helen Schmitt (Public), Mindy Hostler, Karen Boanno, Shannon Tucker, Allison Morgan and Tiffany Treese (CYF), AC Stickel (Controller), Scott Barger (Public), Rebecca Robinson (Purchasing), Jim Pooler (Public Works/Building Maintenance), Kay Stephens (Altoona Mirror) and Allison Senkevich and Melissa Harpster (Commissioners Office)

Upcoming Meetings

Wednesday, April 5, 2023	9:00 a.m.	*Retirement Board (Commissioners Meeting Room)
	10:30 a.m.	*Salary Board (Commissioners Meeting Room)
Thursday, April 6, 2023	8:30 a.m.	*Park & Recreation Advisory Board (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	11:30 a.m.	Social Services Advisory Board (At Blair HealthChoices)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall @ the Fort)
Friday, April 7, 2023	Good Friday	Courthouse Closed
Monday, April 10, 2023		
Tuesday, April 11, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

Approval of Meeting Minutes – 03/28/23 and 03/30/23:

Commissioner Erb called for corrections or changes to the meeting minutes of 03/28/23 and 03/30/23. **There were no corrections or changes noted.**

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to accept the minutes as prepared.

Public Comment:

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

Commissioners Comments:

Commissioner Erb called for commissioner comments.

Commissioner Webster stated that Governor Shapiro visited Blair County and held a press conference pertaining to his proposed budget. She stated that Governor Shapiro’s budget calls for 127 million dollars for fire and ambulance equipment, training and salaries, an increase of 36 million dollars; 50 million dollars for county emergency communication centers; and 1.5 million dollars as incentives for inter-municipal cooperation for public safety.

Commissioners Burke and Erb had no comments for today.

Proclamations: National Child Abuse and Neglect Prevention Month
Pennsylvania 811 Safe Digging Month

Commissioner Burke read the following proclamation:

**Proclamation
NATIONAL CHILD ABUSE AND NEGLECT PREVENTION MONTH
April 2023**

WHEREAS, in Federal fiscal year 2021, 3.9 million reports were made to child protective services; and

WHEREAS, child abuse and neglect is a serious problem affecting every segment of our community, and finding solutions requires input and action from everyone; and

WHEREAS, our children are our most valuable resources and will shape the future of the Blair County; and

WHEREAS, child abuse can have long-term psychological, emotional, and physical effects that have lasting consequences for victims of abuse; and

WHEREAS, protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community, and faith-based organizations, businesses, law enforcement agencies, and families; and

WHEREAS, communities must make every effort to promote programs and activities that create strong and thriving children and families; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, and nurturing environment; and

WHEREAS, prevention remains the best defense for our children and families.

NOW, THEREFORE, WE, the Blair County Board of Commissioners, do hereby proclaim April 2023 as **NATIONAL CHILD ABUSE PREVENTION MONTH** in Blair County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families.

Commissioner Burke expressed her appreciation to all Children, Youth and Families staff (CYF), and to the local social services agencies contracted to provide assistance to the county.

Commissioner Burke stated that the county is making progress in addressing staffing issues that developed last year. She stated, “We have a long way to go to achieve a healthy staffing level, but we are on the right track.” She stated that staffing is better than a few months ago.

Children, Youth and Families (CYF) Administrator, Tiffany Treese, extended thanks and appreciation for the proclamation and shared a few brief words, stating that Commissioner Burke “Hit the nail on the head” with her comments.

Ms. Treese stated that CYF would recognize Child Abuse Prevention Month at 11:00 a.m., Wednesday, April 12, 2023 with a ceremony in front of the courthouse.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt the Proclamation.

Commissioner Webster read the following proclamation:

**Proclamation
April 2023 “Pennsylvania 811 Safe Digging Month”
County of Blair**

WHEREAS, the month of April 2023 recognized as “Pennsylvania 811 Safe Digging Month”, and the initiative sponsored by Pennsylvania 811, a utility notification information center with over 50 years of continuous service to the Commonwealth of Pennsylvania, and

WHEREAS, Pennsylvania 811 received over 1 million excavation notifications in 2022, and transmitted approximately 6.8 million notifications to their member facility owners and operators allowing essential utility and construction crews to provide vital underground services and repair of critical infrastructure to communities throughout Pennsylvania, and

WHEREAS, when contacting 811, at least three business days before digging, a homeowner or a contractor is connected to a unique service that notifies the appropriate underground utility operators in the municipality in which the work will be performed, and

WHEREAS, by notifying 811 of their intent to dig, the homeowner or contractor is knowingly helping to protect the underground utilities, themselves, the work crew, and their neighbors from any unsafe digging practices within their community, and

WHEREAS, upon receiving the notification from Pennsylvania 811, the facility owners and operators disperse to the said work site to mark the approximate location of their underground utility lines with flags, paint, or both, to establish an eighteen-inch tolerance zone of the outside wall or edge of their line or facility, and

NOW, THEREFORE, BE IT RESOLVED that the Blair County Board of Commissioners, in support of the Pennsylvania Underground Utility Line Protection Law, PA Act 287 of 1974, as amended, do hereby proclaim April 2023 as “Pennsylvania 811 Safe Digging Month”, and encourage all Pennsylvanians to visit the Pennsylvania 811 website at www.pa1call.org for information about digging safely.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt the Proclamation.

Consent Agenda:

Resolution #158-2023:

- a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
04/04/2023	230404SS	\$ 80,865.89
04/04/2023	230404CY	\$ 24,676.13
04/04/2023	230404CO	\$ 35,236.58
04/04/2023	230404WW	\$138,233.80

- b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/29/2023	230329WT	\$144,800.00
03/28/2023	230328RF	\$ 482.83
03/27/2023	230327FS	\$ 1,036.08
03/23/2023	230323HR	\$ 14,705.86
03/28/2023	230328WW	\$129,474.00

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$129,474.00

- c. **Capital Reserve Budget Transfers:** 2022 Airport Allocation.

2022 Budget Transfer:

From	\$	To
01101GCO-45500 General County Operations	\$22,500.00	36101-45500 Capital Reserve

2023 Budget Transfer:

From	\$	To
36101-45500 Capital Reserve	\$22,500.00	01101GCO-45500 General County Operations

- d. **Bridge #82/Frankstown Branch Superstructure Replacement Project:** Requesting approval of ECMS submission Invoice #12, Part 3, Construction Services, in the total amount of \$1,454.24, received from Keller Engineers. Expenses are 100% reimbursable through the Road Map Fund.
- e. **Blair County Bridges #87, 88, 89, 92/County Road 101 Box Culvert Project:** Requesting approval for the payment of Contractor’s Application for Payment #1, received from Francis J. Palo, Inc., in the total amount of \$69,449.81.
- f. **Affordable Housing Trust Fund Expenditure for Emergency Repair:** Requesting approval for the payment of an invoice received from Prime1 Design, in the total amount of \$2,200.00, for the installation of one-1, 40-gallon, 6-year limited warranty water heater and disposal of old water heater at 329 Mercyhurst Land, Altoona, PA.
- g. **Correction to title of committee listed on the 03/28/23 Consent Agenda:** Requesting approval to correct the title from Blair County Historic Preservation Committee to Blair County Historic Courthouse Preservation Advisory Committee.
- h. **Employment:** Lisa A. Garner, FT, Administrative Support, Assessment, \$11.58/hr., effective 04/03/23; Brennen B. Gorbar and Julia M. Zucofski, FT, Deputy, Sheriff’s Office, \$15.52/hr., effective 04/03/23; and Douglas S. Verbonitz, PT, Telecommunicator, Public Safety-911, \$16.30/hr., effective 04/03/23.
- i. **Employee Status Change:** Tracy A. Rocus, From, FT, Case Manager, Domestic Relations, \$15.75/hr., To, FT, Unit Supervisor, Domestic Relations, \$17.92/hr., effective 04/03/23; and Suzanne E. Walter, From, FT, Telecommunicator, Public Safety-911, \$24.09/hr., To, PT, Telecommunicator, Public Safety-911, \$24.09/hr., effective 04/04/23.
- j. **Terminations:** Jonathan R. Zeak, FT, Corrections Officer, Prison, \$22.21/hr., effective 03/31/23.
- k. **Resignations:** Brittany N. Imler, PT, Probation Officer Support, APO, \$11.98/hr., effective 04/06/23.

Commissioner Burke noted her abstention on the payment of an invoice to Blair Senior Services due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 158-2023, with the abstention as noted.

Staff Reports & Special Business:

Children, Youth and Families:

- i. Mindy Hostler requested approval of a FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Centre County Youth Service Bureau, for the period of July 1, 2022 through June 30, 2023.

Ms. Hostler stated that agreement falls under Title IV-E Federal Funding if child is eligible and Act 148 State Funding with a county match (80/20 percent split). Costs will vary depending on the number of children placed and the number of days they are in care.

Ms. Hostler stated that Solicitor Karn reviewed the boilerplate agreements and the certificate of insurance.

Resolution 159-2023: Approving a FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Centre County Youth Service Bureau, for the period of July 1, 2022 through June 30, 2023.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 159-2023.

- ii. Mindy Hostler requested approval of a FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Cornell Abraxas Group LLC, for the period of July 1, 2022 through June 30, 2023.

Ms. Hostler stated that agreement falls under Title IV-E Federal Funding if child is eligible and Act 148 State Funding with a county match (80/20 percent split). Costs will vary depending on the number of children placed and the number of days they are in care.

Ms. Hostler stated that Solicitor Karn reviewed the boilerplate agreements and the certificate of insurance.

Resolution 160-2023: Approving a FY 22/23 (renewal) Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Cornell Abraxas Group LLC, for the period of July 1, 2022 through June 30, 2023.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 160-2023.

- iii. Mindy Hostler requested approval of a County of Blair Agreement for Purchases under Bidding Threshold between the County of Blair, on behalf of Blair County Children, Youth and Families (CYF) and 4imprint, Inc., in the total amount of \$420.16, for the purchase of shirts for CYF staff for Child Abuse Awareness Month.

Ms. Hostler stated that the agreement is for a one-time purchase of shirts for CYF staff to wear during Child Abuse Awareness Month.

Resolution 161-2023: Approving a County of Blair Agreement for Purchases under Bidding Threshold between the County of Blair, on behalf of Blair County Children, Youth and Families (CYF) and 4imprint, Inc., in the total amount of \$420.16, for the purchase of shirts for CYF staff for Child Abuse Awareness Month.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 161-2023.

Social Services:

- i. Trina Illig requested approval for the submission of a FY 18 Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as outlined below:

Contract #C000071558:

1. Reduce existing activity for Housing Rehabilitation from \$103,488.97 (including delivery costs) to \$94,474.15 for a total deduction of \$9,014.82.
2. Create new activity for Demolition of 423 W First Street, Williamsburg, PA from \$0 (including delivery costs) to \$9,014.82 (including delivery costs) for a total increase of \$9,014.82.

Mrs. Illig stated that the reallocation of funding would be used to pay for required signage at a mitigation project.

Discussion followed.

- ii. **Resolution 162-2023:** Approving the submission of a FY 18 Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as outlined below:

Contract #C000071558:

1. Reduce existing activity for Housing Rehabilitation from \$103,488.97 (including delivery costs) to \$94,474.15 for a total deduction of \$9,014.82.
2. Create new activity for Demolition of 423 W First Street, Williamsburg, PA from \$0 (including delivery costs) to \$9,014.82 (including delivery costs) for a total increase of \$9,014.82.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 162-2023.

- iii. Trina Illig requested approval for the submission of a FY 20 Budget Modification to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as outlined below:

CDBG-CV Program Contract #C000075680:

Non-Entitlements

Reduce	Subsistence Payments – Non-Entitlements	\$130,817.24
Reduce	Administration	\$ 24,183.00
Create	New Family Shelter, Family Services, Inc.	\$155,000.24

Antis Township

Delete	Subsistence Payments – Antis Township	\$ 38,694.00
Delete	COVID No-Touch Restroom	\$ 16,583.00
Reduce	Administration	\$ 8,633.00
Create	The Hope Center	\$ 13,421.79
Create	New Family Shelter, Family Services, Inc.	\$ 50,488.21

Blair Township

Reduce	Subsistence Payments – Blair Township	\$ 50,872.00
Reduce	Administration	\$ 8,100.00
Create	New Family Shelter, Family Services, Inc.	\$ 58,972.00

Frankstown Township

Reduce	Subsistence Payments – Frankstown Township	\$ 55,632.19
Reduce	Administration	\$ 9,114.00
Create	New Family Shelter, Family Services, Inc.	\$ 64,746.19

Greenfield Township

Delete	Subsistence Payments – Greenfield Township	\$ 40,117.00
Reduce	No Touch Restroom PPEs – Claysburg Community Park	\$ 3,840.61
Reduce	No Touch Restroom PPEs – Claysburg Community Center	\$ 609.38
Delete	Claysburg Area Food Bank (Storage Needs)	\$ 5,000.00
Reduce	Administration	\$ 7,088.00
Create	New Family Shelter, Family Services, Inc.	\$ 56,654.99

Hollidaysburg Borough

Reduce	Subsistence Payments – Hollidaysburg Borough	\$ 52,391.20
Reduce	Administration	\$ 7,891.00
Create	New Family Shelter, Family Services, Inc.	\$ 60,282.20

Tyrone Borough

Delete	Subsistence Payments – Tyrone Borough	\$ 51,532.00
Delete	Tyrone Little Pantry	\$ 1,500.00
Reduce	Administration	\$ 8,557.00
Create	New Family Shelter, Family Services, Inc.	\$ 61,589.00

Mrs. Illig stated the reallocated funding would be used for the new family shelter and the Hope Center. The deadline to spend the funds is May 31, 2023. Any unspent funds would be recaptured by the state and today's reallocation prevents that from happening.

Discussion followed.

Resolution 163-2023: Approving the submission of a FY 20 Budget Modification to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED).

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 163-2023.

Court Administration:

Nicole Hemminger requested approval for the submission of a Court Interpreter Services Grant Application for Language Access Reimbursable Costs for Calendar Year 2022 to the Administrative Office of Pennsylvania Courts (AOPC), in the total amount of \$4,069.38.

Chief Clerk Hemminger stated that under Act 1-A of 2017, the county is seeking an annual reimbursement from the AOPC for interpreter expenditures incurred during calendar year 2022. The interpreter services were provided to deaf and limited English proficient court users. She stated the expenditures totaled \$4,069.38.

Discussion followed.

Resolution 164-2023: Approving the submission of a Court Interpreter Services Grant Application for Language Access Reimbursable Costs for Calendar Year 2022 to the Administrative Office of Pennsylvania Courts (AOPC), in the total amount of \$4,069.38.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 164-2023.

Public Works:

Paul Shaffer requested approval of two-2 quotes received from Hoover’s Spraying LLC to treat with herbicide vegetation as listed below:

1. Convention Center Boulevard areas as outlined in said quote to be sprayed during the month of April 2023, in the total amount of \$2,630.31.
2. Retention Pond area as outlined in said quote to be sprayed during the month of June 2023, in the total amount of \$1,924.38.

Mr. Shaffer stated that the vegetated areas to be treated are along the right of way on Convention Center Boulevard and the retention pond. The areas need to be treated at different times; hence, the two (2) quotes for services.

Discussion followed.

Resolution 165-2023: Approving two-2 quotes received from Hoover’s Spraying LLC to treat with herbicide vegetation.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 165-2023.

Prison:

Rebecca Robinson requested approval for the award or rejection of bids received according to county code for Prison Food (bread items and pita bread).

Ms. Robinson requested that the board consider awarding the bids received from Bimbo Bakeries USA, Inc., for various bread items and to US Foods for pita bread as outlined below:

Reference Number	Description	Type	UOM	Quantity	Bimbo Bakeries USA, Inc.	US Foods	Average
Bid Price Ratio					100%	8.20%	
Total Extended					\$25,622.40	\$312,173.37	
Bread					\$25,622.40	\$312,173.37	
	1 White Bread Loaf	Base	Price Per Pack	9,150.00	\$16,470.00	\$243,115.50	\$129,792.75
	2 Wheat Bread Loaf	Base	Price Per Pack	608	\$2,553.60	\$16,805.12	\$9,679.36
	3 Hamburger Bun 16/Pack	Base	Price Per Pack	583	\$2,098.80	\$20,696.50	\$11,397.65
	4 Hot Dog Bun 16/Pack	Base	Price Per Pack	1,250.00	\$4,500.00	\$30,487.50	\$17,493.75
	5 Pita Bread 7" baked unsliced	Base	Price Per Pack	25		\$1,068.75	\$1,068.75

Ms. Robinson stated that Solicitor Karn reviewed the bids for compliance.

Discussion followed.

Resolution 166-2023: Approving the award of bids received for various bread items to Bimbo Bakeries USA, Inc., and for pita bread to US Foods.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 166-2023.

Finance:

Nicole Hemminger requested approval for the submission of the Request for Reimbursement Certification Form for Amendment #1 to the Pennsylvania Emergency Management Agency (PEMA) for reimbursement of personal protective equipment and services during the COVID-19 Pandemic, in the total revised amount of \$196,725.64.

Discussion followed.

Resolution 167-2023: Approving the submission of the Request for Reimbursement Certification Form for Amendment #1 to the Pennsylvania Emergency Management Agency (PEMA) for reimbursement of personal protective equipment and services during the COVID-19 Pandemic, in the total revised amount of \$196,725.64.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 167-2023.

Old Business:

None

Adjourn:

Meeting Adjourned,