

WORK SESSION: TUESDAY, JANUARY 17, 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 that those participating in the meeting please stand and recite the Pledge of Allegiance to the Flag.

Roll Call:

Members Present:

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

Members Absent:

Commissioner Burke.

Others Present:

Rep. Lou Schmitt and Helen Schmitt, Matthew Adams and Emily Adams (Public), Sally Adams (Cost and Fines), Allison Senkevich and Melissa Harpster (Commissioners Office), AC Stickel (Controller), Ashley Gay Vocco, Claire Wherthey, Cayli Gill, Jenn Walk and Alex Ross-Schaubelt (Family Services Inc.), Lindsay Dempsie and Brandon Meck (Finance), Paul Shaffer (Public Works/Highway), Kay Stephens (Altoona Mirror), Tricia Maceno and Trina Illig (Social Services), Rebecca Robinson (Purchasing), Jim Pooler (Public Works/Building Maintenance), Robin Patton (Prothonotary), Carol A. Dannenberg (Hollidaysburg Community Watchdog), and Allison Seidel (Victim/Witness).

Upcoming Meetings:

Wednesday, January 18, 2023	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Fl.)
	10:00 a.m.	SAP&DC Board Meeting (Commissions Office)
	2:30 p.m.	*Salary Board Meeting (Commissioners Mtg. Room)
Thursday, January 19, 2023	8:30 a.m.	*Prison Board Meeting (Commissioners Mtg. Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Mtg. Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Room)
Friday, January 20, 2023		
Monday, January 23, 2023	1:30 p.m.	Conservation District Board Mtg. (1407 Blair St., Hollidaysburg)
	3:00 p.m.	ABCD Corp. Board Mtg. (ABCD Corp.)
Tuesday, January 24, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Mtg. Room)

Approval of Meeting Minutes – 01/03/23 and 01/05/23:

Commissioner Erb called for corrections or changes to the meeting minutes of 01/03/23 and 01/05/23. There were no corrections or changes noted.

Motion by Commissioner Webster, seconded by Commissioner Erb 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 commissioners comments.

Commissioner Webster extended a thank you to those responsible for compiling the COVID-SFR Local Law Enforcement Support Grant Application to the Pennsylvania Commission on Crime and Delinquency (PCCD) and on the recent grant award announcement.

Commissioner Erb echoed Commissioner Webster's comments.

Citation of Retirement:

Representative Lou Schmitt presented a PA House of Representatives Citation of Retirement to Sally Adams, Department Supervisor of Costs and Fines, on her upcoming retirement from the County of Blair with 39 years' of service.

Ms. Adams shared a few brief words and expressed her thanks and appreciation to her brother Rep. Schmitt and the county for the recognition.

Proclamations – Human Trafficking Awareness & National Stalking Awareness Month:

Commissioner Erb read the following proclamation:

**Human Trafficking Awareness Month 2023
PROCLAMATION**

WHEREAS, human trafficking is a nationwide public health and civil rights crisis. Its victims and survivors are everywhere, with Blair County being no exception; and

WHEREAS, human trafficking includes both labor and sex trafficking, with both international and domestic victims; and

WHEREAS, anyone can become a victim of trafficking. While women and girls are the primary victims, victims/survivors come from every background, race, gender, sexual orientation, and economic status. Traffickers target individuals from vulnerable and/or marginalized communities; and

WHEREAS, young people are particularly vulnerable to trafficking and exploitation but face many barriers in reporting what has happened to them. However, Pennsylvania’s Safe Harbor Law recognizes that any youth under the age of 18 who comes forward will no longer face criminal prosecution and will instead receive comprehensive and trauma-informed services; and

WHEREAS, all communities must seek to prevent human trafficking before it can occur, by, promoting safe, healthy, and supportive environments; and

WHEREAS, Blair County is striving to become a place where human trafficking does not exist, where people have opportunities available to them, and where all people are treated as fully human and worthy of a supportive community and freedom; and

NOW, THEREFORE, WE, the Blair County Board of Commissioners, do hereby proclaim January 2023 as Human Trafficking Awareness Month and applaud the efforts of the Victim Services Program of Family Services Incorporated for their efforts in promoting awareness about human trafficking and providing services to victims/survivors of human trafficking.

DULY, adopted by the Commissioners of the County of Blair, Pennsylvania, on this 17th day of January 2023.

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

Commissioner Webster read the following proclamation:

**National Stalking Awareness Month
PROCLAMATION**

WHEREAS, stalking is defined as a pattern of unwanted behavior, which can include: repeated phone calls, texts, emails, etc., directed at a specific person, which causes that person to change their routine or feel afraid, nervous, or in danger; and

WHEREAS, stalking victims are forced to protect themselves by relocating, changing their identities, changing jobs, and obtaining protection orders; and

WHEREAS, many stalkers use technology—such as cell phones, computers, tablets, apps, global positioning systems (GPS), cameras, and spyware— to monitor and track their victims; and

WHEREAS, there is a need for great public awareness about the nature, criminality, and potential lethality of stalking; and

WHEREAS, laws, public policies, and criminal justice systems must continually adapt and enhance their responses to stalking through regular training and assertive investigation and prosecution of the crime; and

NOW, THEREFORE, WE, the Blair County Board of Commissioners, do hereby proclaim January 2023 as Stalking Awareness Month and applaud the efforts of the Victim Service Program of Family Services Incorporated for their efforts in education the community and promoting awareness about stalking.

DULY, adopted by the Commissioners of the County of Blair, Pennsylvania, on this 17th day of January 2023.

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

Ashley Gay Vocco shared a few brief words, and extended a thank you to the Board of Commissioners for the recognition and adoption of the proclamations.

Consent Agenda:

Resolution #22-2023:

a. Payment of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/17/2023	230117WW	\$571,390.44
01/17/2023	230117SS	\$528,989.48
07/17/2023	230117CY	\$307,484.89

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$963.30
- UPMC Altoona, in the total amount of \$5,743.35.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/10/2023	230110WT	\$ 780.00
01/11/2023	230111ML	\$31,331.29
01/12/2023	230112HR	\$13,001.21
01/09/2023	220109FS	\$ 2,254.34
01/05/2023	230105HR	\$15,387.46

- c. Ratification of Total Payroll for the Check Dated January 12, 2023, in the total amount of \$873,982.28.

- d. **2022 Budget Transfer:** Insurance deductible fees received from PCoRP Invoice INV055261

From	\$	To
01101GCO-44960 General County Operations	\$2,062.79	013201-44960 Children & Youth
01101GCO-44960 General County Operations	\$1,640.00	01209PO-44960 Prison

- e. **Victim Witness:** Requesting approval of one-1 St. Francis University Student Intern, Mikayla Cheslock for the period of February 7, 2023 through March 21, 2023 (100 hours). Internship is for credit only and at no cost to the county.
- f. **Blair County Convention and Sports Facilities Authority:** Requesting approval for the appointments of Bill Sell and Patrick Schurr to the Authority, filling the expired terms of Michael Fiore and Anna Martin Caporascio. Terms to expire November 12, 2027.
- g. **Farmland Preservation Board:** Requesting approval for the reappointment of Robert Baily for the period of 01/01/23 through 01/01/26; and the reappointment of John Black as Chairman for the period of 01/01/23 through 01/01/26; and Amy E. Webster as Liaison Commissioner to the Board for period of 01/12/23 through 12/31/23.
- h. **Employment:** Julie L. Geisbrecht, FT, Clerk Typist II/Fiscal Aide, CYF, \$11.13/hr., effective 01/17/23; Kristy L. Harr, PT, Department Assistant/Clean & Green, Assessment Office, \$15.00/hr., effective 01/17/23; Barbara L. Hinish, PT, Courtroom Clerk, Prothonotary, \$12.16/hr., effective 01/17/23; Katherine B. Lafferty, PT, Department Clerk, Records Management, \$11.58/hr., effective 01/17/23; and Trenton D. Weyandt, From PT, Fill-In Corrections Officer, Prison, \$15.09/hr., To, FT, Corrections Officer, Prison, \$21.05/hr., effective 01/07/23.

Chief Clerk Hemminger stated that due to the absence of Commissioner Burke, Commissioner Erb would not be able to abstain due to a conflict of interest on the payment of invoices to UPMC Altoona. The total amount of Warrant Number 230117SS should read \$523,246.13. She also stated that due to Commissioner Burke's absence there is no conflict of interest on the payment of invoices to Blair Senior Services as listed on the agenda.

Motion by Commissioner Webster, seconded by Commissioner Erb and unanimously approved to adopt Resolution 22-2023 with the corrections to the Consent Agenda as noted.

Staff Reports & Special Business

Intermunicipal Relations Committee (IRC):

- i. Brock Bryan requested approval for ratification of the online submission of a Department of Environmental Protection (DEP) Act 101, Section 904 Performance Grant Application for CY 2020 (Application ID 202112202390) and CY 2021 (Application ID 202212213256), by Brock Bryan, IRC Executive Director, on behalf of the County of Blair as part of the County of Blair/IRC Agreement.

Mr. Bryan stated that with a change in leadership at the IRC, there was an error in the process for submitting grant applications and for the acceptance of grant awards. He requested approval for ratification of the online submission of the Section 904 Performance Grant Application for CY's 2020 and 2021.

Discussion followed.

- ii. Brock Bryan requested for ratification of the online submission of a Department of Environmental Protection (DEP) Act 101, Section 903 Recycling Grant Application for CY 2021 (Application ID 202205028997), by Brock Bryan, IRC Executive Director, on behalf of the County of Blair as part of the County of Blair/IRC Agreement; and approval for ratification of the acceptance of the said grant award in the total reimbursable amount of \$33,271.25.

Mr. Bryan stated that with the change in leadership at the IRC, there was an error in the process for submitting grant application and for the acceptance of grant awards. He requested approval for ratification of the online submission of the Section 903 Recycling Grant Application for CY 2021 and for ratification of the acceptance of the grant award in the amount of \$33,271.25.

Discussion followed.

Victim Witness:

Allison Seidel requested approval for the acceptance of a Pennsylvania Commission on Crime and Delinquency (PCCD) Victim/Witness RASA Subgrant Award #2022-CV-RA-38704, in the total amount of \$200,089.00, for the period of January 1, 2023 through December 31, 2024.

Discussion followed.

Prothonotary:

Robin Patton requested approval of a one-1 year service agreement (renewal) between the County of Blair, Blair County Prothonotary and MBS Service, for two (2) Lektrievers and (7) Kompact Movable Shelving System, in the amount of \$2,331.00 to be paid from the Prothonotary's Automation Fund, for the period of 01/01/23 through 01/01/24.

Ms. Patton stated that the agreement is a one-1 year service renewal for the shelving system within the prothonotary office. She stated that Solicitor Karn reviewed the agreement.

Discussion followed.

Finance:

Lindsay Dempsie requested approval for the submission of Amendments 1 and 2 to the Pennsylvania Emergency Management Agency (PEMA) for the reimbursement of personal protective equipment (PPE) and services purchased during the COVID-19 Pandemic, in the total additional amounts of \$251,177.55 and \$70,171.03, respectively.

Chief Clerk Hemminger expressed a thank you to Susquehanna Accounting for their guidance and to Finance Director Dempsie and Assistant Finance Director Meck for their assistance with the submission of the Amendments to PEMA for the reimbursements of PPE and services stated.

Discussion followed.

Children, Youth and Families:

Chief Clerk Hemminger requested approval of a Contract Amendment to the Agreement dated December 21, 2021, amended June 2, 2022, by and between the County of Blair, on behalf of Blair County Children, Youth and Families and Computer Aid, Inc. (CAI) for Professional Consultancy Services, and Staff Recruitment Services; and secondly amending said agreement for CIA to provide additional hours for Professional Consultancy Services, and Staff Augmentation Services, as per the revised Assumptions and Responsibilities Section attached hereunto, and the Pricing Chart as outlined below:

SERVICES	PRICE PROPOSAL
Program Consultancy (PC) Services <ul style="list-style-type: none"> Total hours 420 Travel 286 miles/6 trips Tolls \$24.00/6 trips 	Rate \$100.00 per hour Total \$42,000.00 Mileage \$789.36 Tolls \$144.00
Fiscal Consultancy (FS) Services <ul style="list-style-type: none"> Total hours 870 Travel 58 miles/per week 	Rate \$88.13 per hour Total \$76,673.10 Mileage \$1,387.36
Staff Augmentation (SA) Services <ul style="list-style-type: none"> Total hours 100 	Rate \$60.00 per hour Total \$6,000.00
Grand Total	\$126,993.82

Discussion followed.

Prison:

Jay Whitesel requested approval to advertise for Invitation to Bid for Food and Non-Food Items for the Blair County Prison.

Mr. Whitesel stated that an advertisement for Invitation to Bid for Food and Non-Food Items for the Blair County Prison would be placed in the Altoona Mirror on January 19, 2023 and January 23, 2023. He stated that sealed bids would be received electronically via PennBid until 1:00 p.m. on February 2, 2023, at which time bids will be opened and publically displayed on PennBid.

Discussion followed.

Resolution 23-2023: Approving authorization to advertise for Invitation to Bid for Food and Non-Food Items for the Blair County Prison.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 23-2023.

Elections/Voter Registration:

Chief Clerk Hemminger requested approval to advertise for Invitation to Bid for Printing Election Ballots for the County of Blair Elections.

Discussion followed.

Resolution 24-2023: Approving authorization to advertise for Invitation to Bid for Printing Election Ballots for the County of Blair Elections.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 24-2023.

Social Services:

Trina Illig requested approval for the delegation of Tricia Maceno, Director Blair County Department of Social Services to serve as the delegated signing authority for HOME Investment Partnership Funds and to submit any financial invoices for the duration of the contract activity period as noted below:

- HOME Investment Funds FY 2017 Contract #C000072894

Discussion followed.

Building Maintenance:

Jim Pooler requested approval of a County of Blair Agreement for Purchases under Bidding Threshold between the County of Blair and Commercial Technical Services, Inc., for elevator inspection and testing services as outlined below:

Material Life	January 2023
Wheelchair Life	January 2023
Elevator #001P	January & July 2023 (3-year testing February 2023)
Elevator #002P	January & July 2023 (3-year testing February 2023)
Elevator #003P	January & July 2023 (3-year testing February 2023)
Rates	\$73.00 per inspection/per elevator lift; \$180.00 3-year testing/per test/per elevator lift

Mr. Pooler stated that Solicitor Karn has reviewed the agreement.

Discussion followed.

Public Works:

- i. Paul Shaffer requested approval of a quote received from Foster F. Wineland, Inc. for the purchase and installation of a Hydraulic Thumb on the highway department backhoe, in the total amount of \$10,765.74.

Mr. Shaffer stated that the funds are expected to be paid from the liquid fuels account for the purchase and installation of the Hydraulic Thumb.

Discussion followed.

- ii. Paul Shaffer requested approval of a quote received from Valley Tire Co., Inc. for Passenger/Light Truck and Commercial Truck Tire Service pricing (including 19.5” and up) for county vehicles for calendar year 2023 as outlined below:

Passenger/Light Truck services pricing:

\$24.95 Mount/dismount balance/additional \$3.95 tire service related charge that is charged once per tire/per set of tires
\$6.00 scrap/disposal per tire
\$32.95 passenger/light truck flat repair – additional \$4.95 repair material charge
\$94.95 alignment - with the exception of dual wheeled trucks
\$24.00 TPMS reset
\$64.95 TPMS sensor - \$8.00 per sensor labor to remove and install replacement
\$2.57 rubber valve stem – non-TPMS
\$6.95 TPMS valve stem replacement
\$30.00 PA state inspection
\$9.00 PA state inspection sticker
\$110.00 mechanical rate per hr.

Commercial truck tire services (including 19.5” and up):

\$52.50 mount/dismount/install commercial tire on vehicle - additional \$7.95 tire service related charge that is charged once per tire/per set of tires
\$65.00 flat repair on commercial vehicle - additional \$7.95 repair material charge
\$4.95 brass valve with cap
\$7.95 aluminum valve with cap
\$14.00 commercial tire disposal

**Pricing on labor and material items listed above protected from price increases unless extreme circumstances such as pandemic, recession arise, and Valley Tire is no longer able to offer said products or labor at displayed pricing due to dealership’s loss of profitability.*

***Pricing from manufacturers including state agency programs have been changing rapidly and sometimes without much notice. We will always do our best to notify you in advance if there is an active quote for tires that will be changing in the foreseeable future.*

Mr. Shaffer stated that all departments within the county would be able to benefit from this contract for tires and other listed services.

Discussion followed.

Old Business

None

Adjourn

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk