

BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, JANUARY 29, 2019, 10:00 A.M.

- 1. CALL TO ORDER**
- 2. MOMENT OF SILENT REFLECTION**
- 3. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 4. APPROVAL OF MINUTES – TUESDAY, JANUARY 22, 2019**
- 5. PUBLIC COMMENT**
- 6. UPCOMING MEETINGS:**

Wednesday, January 30, 2019

Thursday, January 31, 2019 8:30 a.m. Blair County Planning Commission
(Altoona Water Authority)

Friday, February 1, 2019

Monday, February 4, 2019

Tuesday, February 5, 2019 10:00 a.m. Commissioners Work Session
(Conference Room 2B, 2nd Floor)

Wednesday, February 6, 2019 10:00 a.m. Board of Elections
(Conference Room 2B, 2nd Fl.)

Thursday, February 7, 2019 8:30 a.m. Park and Recreation Adv. Board
(Conference Room 2B, 2nd Floor)

11:30 a.m. Social Services Advisory Board
(At the ARC)

6:30 p.m. Fort Roberdeau Association
(White Oak Hall, Fort Roberdeau)

Friday, February 8, 2019

Monday, February 11, 2019 6:00 p.m. Blair County Airport Authority
(Blair County Airport)

Tuesday, February 12, 2019 10:00 a.m. Commissioners Business Session
(Conference Room 2B, 2nd Floor)

Wednesday, February 13, 2019

Thursday, February 14, 2019 9:30 a.m. Retirement Board
(Conference Room 2B, 2nd Floor)

10:30 a.m. Salary Board
(Conference Room 2B, 2nd Floor)

Friday, February 15, 2019

Monday, February 18, 2019 Presidents' Day Observed Courthouse Closed

Tuesday, February 19, 2019 10:00 a.m. Commissioner Work Session
(Conference Room 2B, 2nd Floor)

- 7. COMMISSIONERS COMMENTS:**

- 8. CONSENT AGENDA:**

Resolution 35-2019

- a. Payment of five (5) Warrant Lists dated 01/23/19, 01/24/19 and 01/28/19 in the amounts of \$5,871.60; \$2,264.20; \$3,582.23; \$725,173.55; and \$464,709.02 which includes payment of the following invoices:

- **JJ Keller Family Limited**, in the total amount of \$1,975.00 for CYF Office Rent for the month of February 2019.
- **McCartney's**, in the total amount of \$266.20, office supplies, Domestic Relations and the Prothonotary Office.
- **UPMC Altoona**, in the total amount of \$23,069.69.
- **2017 Project Fund/Bond/MUNIS**: Payment of an Invoice to CDW-G, in the amount of \$361.60, for a scanner in the **Treasurer's Office**.
- **2017 Project Fund/Bond/Elevator Modernization Project**: Payment of an Invoice to Boyer Refrigeration, in the total amount of \$3,366.70.
- **2017 Project Fund/Bond/HVAC Improvement & Interior Alterations Project: Application #4**, received from Kretina Builders, Inc., in the total amount of \$87,209.93; **Application #5**, received from Marc Service, Inc., in the total amount of \$46,622.20; and **Application #4**, received from Stelco, Inc., in the total amount of \$2,204.10.
- **2017 Project Fund/Bond/Lawyers Lobby HVAC Project: Application #4 (Final)**, received from Boyer Refrigeration, in the total amount of \$5,646.80.
- **2017 Project Fund/Bond/1875 Courthouse Window Restoration Project: Application #6 (Final)**, received from Albert Michaels Conservation, in the total amount of \$26,900.49.
- **2017 Project Fund/Bond/Historical Finishes Restoration, Courthouse, Phase 1, Courtroom #1: Application #5 (Final)**, received from Albert Michaels Conservation, in the total amount of \$104,634.35.

- **2017 Project Fund/Bond/Historic Finish Restorations, Courthouse, Phase 2, Courtroom #1: Application #1**, received from Albert Michaels Conservation, in the total amount of \$27,835.00.
- b. **Budget Transfer:** The following budget transfer is to correct an error in a transfer approved on Resolution 1-2019 regarding HealthForce Invoice March-November 2018:
- | <u>From</u> | <u>\$</u> | <u>To</u> |
|----------------------|-----------|---------------------|
| 01209PO-42000 Prison | \$85.00 | 01151-42000 Sheriff |
- c. **Employment:** Vanessa M. Toth, FT, Case Manager, Domestic Relations, \$23,901.15/yr., effective 01/28/19; Aaron J. Schroy, Hunter M. Evans, Jennifer A. Hodge, Jordan J. Hall, PT, Fill-In, Corrections Officer, Prison, \$14.90/hr., effective 01/28/19; Charles R. Deck, PT, Sheriff's Duty, Sheriff's Office, \$12.89/hr., effective 01/28/19; Renae E. Metz, FT, Deputy Treasurer, Treasurers Office, \$35,000.16/yr., effective 01/29/18; Justin S. Cooper, Colton J. Taylor, Mitchell J. Merritts and Collin V. Grigg, From, PT-Fill-In Corrections Officer, Prison, \$14.90/hr., To, FT, Corrections Officer, Prison, \$19.54/hr., effective 01/28/19.

9. UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 36-2019: A resolution approving for the online submission of the FY 18 Tier II Chemical Reporting Information and Fee Exemption Forms to the Pennsylvania Department of Labor and Industry for onsite chemicals at the 911 Center.

Resolution 37-2019: A resolution approving the Blair County Demolition Fund Guidelines that will allow Blair County municipalities and redevelopment authorities to apply for funding for the demolition of properties that meet Act 152 requirements and the requirements of the Demolition Fund Guidelines.

Resolution 38-2019: A resolution approving the Administrative Entity Operating Agreement between the County of Blair and the Pennsylvania Department of Human Services, Office of Developmental Programs, effective March 1, 2019 and remaining in full force and effect until it is:

- Altered by a change in law,
- Superseded by another agreement or amendment to this Agreement, or
- Terminated as outlined in subsections 12.2 and 12.3 of said Agreement.

Resolution 39-2019: A resolution approving the submission of an Emergency Solutions Grant (ESG) Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:

FY 2017 ESG (Contract #C000067036):

Family Services, Inc.

- Reduce existing activity for the Rapid Rehousing/Rental Assistance from \$61,900 to \$57,600 for a total net decrease of \$4,300
- Increase existing activity for Rapid Rehousing/Financial Assistance from \$20,100 to \$23,500 for a total net increase of \$3,400
- Increase existing activity for Rapid Rehousing/Services from \$1,600 to \$2,500 for a total increase of \$900

Blair Community Action Agency

- Reduce existing activity for Rapid Rehousing/Financial Assistance from \$5,099 to \$5,053 for a total net decrease of \$46
- Increase existing activity for Rapid Rehousing/Rental Assistance from \$21,469 to \$21,515 for a total net increase of \$46
- Reduce existing activity for Homeless Prevention/Services from \$3,615 to \$2,699 for a total decrease of \$916
- Increase existing activity for Homeless Prevention/Rental Assistance from \$19,981 to \$20,897 for a total increase of \$916

Resolution 40-2019: A resolution approving the FY 18/19 Intellectual Disabilities Contracts and accompanying Business Associate Agreements between the County of Blair and Bayada Home Health Care, Inc., and Service Access and Management, Inc., for the period of July 1, 2018 through June 30, 2019.

Resolution 41-2019: A resolution approving the FY 18/19 Intellectual Disabilities Renewal Contract and the accompanying Business Associate Agreement between the County of Blair and Denise Vanacore, CRNP, for the period of July 1, 2018 through June 30, 2019.

10. OLD BUSINESS:

1875 Courtroom and Lawyer's Lobby Furnishings:

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

11. NEW BUSINESS:

Fort Roberdeau Association:

- a. Requesting approval for the submission of a Rotary Club of Altoona Grapes for Good Fund Allocation Application in the total amount of \$1,137.05 for fort educational and exhibit display items. (There is no matching grant requirement and no expense to the county)

- b. Authorization for County Administrator Helen Schmitt to Advertise for the Lease of Farmland at Fort Roberdeau.

Blair County Bridge #67 (West Loop Road):

Requesting authorization to enter into a Reimbursement and Engineering Agreement between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT) and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with said Agreements.

12. ADJOURN:

BUSINESS SESSION: TUESDAY, JANUARY 29, 2019, 10:00 A.M.:

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

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

Others Present: Jenn Sleppy (Finance), Rocky Greenland (Public Works), Laura Burke, Scott White and Suzanne McElrenney (Public), Abbie Tate (Prison), Phil Ray (Altoona Mirror), Nicole Hemminger and Melissa Harpster (Commissioners Office).

CALL TO ORDER:

Commissioner Erb called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Erb called for 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.

APPROVAL OF MINUTES – TUESDAY, JANUARY 22, 2019:

Commissioner Erb called for changes or corrections to the minutes of January 22, 2019. There were no changes or corrections noted.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to accept the minutes are prepared.

PUBLIC COMMENT:

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

UPCOMING MEETINGS:

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	11:30 a.m.	Social Services Advisory Board (At the ARC)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall, Fort Roberdeau)
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COMMISSIONERS COMMENTS:

Commissioner Erb called for commissioners comments. **There were no comments presented.**

CONSENT AGENDA:

Resolution 35-2019

- a. Payment of five (5) Warrant Lists dated 01/23/19, 01/24/19 and 01/28/19 in the amounts of \$5,871.60; \$2,264.20; \$3,582.23; \$725,173.55; and \$464,709.02 which includes payment of the following invoices:

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Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of the invoices to JJ Keller Family Limited and McCartney's.

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

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 35-2019.

UNFINISHED BUSINESS:

Adoption of Resolutions:

Resolution 36-2019: A resolution approving for the online submission of the FY 18 Tier II Chemical Reporting Information and Fee Exemption Forms to the Pennsylvania Department of Labor and Industry for onsite chemicals at the 911 Center.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 36-2019.

Resolution 37-2019: A resolution approving the Blair County Demolition Fund Guidelines that will allow Blair County municipalities and redevelopment authorities to apply for funding for the demolition of properties that meet Act 152 requirements and the requirements of the Demolition Fund Guidelines.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 37-2019.

Resolution 38-2019: A resolution approving the Administrative Entity Operating Agreement between the County of Blair and the Pennsylvania Department of Human Services, Office of Developmental Programs, effective March 1, 2019 and remaining in full force and effect until it is:

- Altered by a change in law,
- Superseded by another agreement or amendment to this Agreement, or
- Terminated as outlined in subsections 12.2 and 12.3 of said Agreement.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 38-2019.

Resolution 39-2019: A resolution approving the submission of an Emergency Solutions Grant (ESG) Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as follows:

FY 2017 ESG (Contract #C000067036):

Family Services, Inc.

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- Increase existing activity for Homeless Prevention/Rental Assistance from \$19,981 to \$20,897 for a total increase of \$916

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 39-2019.

Resolution 40-2019: A resolution approving the FY 18/19 Intellectual Disabilities Contracts and accompanying Business Associate Agreements between the County of Blair and Bayada Home Health Care, Inc., and Service Access and Management, Inc. , for the period of July 1, 2018 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 40-2019.

Resolution 41-2019: A resolution approving the FY 18/19 Intellectual Disabilities Renewal Contract and the accompanying Business Associate Agreement between the County of Blair and Denise Vanacore, CRNP, for the period of July 1, 2018 through June 30, 2019.

Motion by Commissioner Erb, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 41-2019.

OLD BUSINESS:

1875 Courtroom and Lawyer's Lobby Furnishings:

Continued discussion concerning completion of repairs and restoration of the 1875 courtroom including: (1) proposal received from Correctional Industries for the construction and installation of a Judge's bench, witness stand, jury box and deputy desk(s) and for the refinishing of chairs, counsel podium, counsel desks and cloak rack, and (2) flooring for the courtroom, and budget expenses for remaining items.

No discussion presented.

NEW BUSINESS:

Fort Roberdeau Association:

- a. Glenn Nelson requested approval for the submission of a Rotary Club of Altoona Grapes for Good Fund Allocation Application in the total amount of \$1,137.05 for fort educational and exhibit display items. (There is no matching grant requirement and no expense to the county.)

Mr. Nelson stated that the Fort Roberdeau Association would like to submit an application for the Rotary Club of Altoona's Grapes for Good Fund Allocation. He stated that there is no matching fund requirement or expense to the county. Mr. Nelson will submit the application on behalf of the Fort Roberdeau Association.

Discussion followed.

Resolution 42-2019: A resolution authorizing Glenn Nelson to submit a Rotary Club of Altoona Grapes for Good Fund Allocation Application in the total amount of \$1,137.05 for fort educational and exhibit display items. (There is no matching grant requirement and no expense to the county.)

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 42-2019.

- b. Glenn Nelson requested authorization for County Administrator Helen Schmitt to Advertise for the Lease of Farmland at Fort Roberdeau.

Mr. Nelson stated that the advertisement will be for sealed bids for the lease of approximately 145 acres of land adjacent to Fort Roberdeau. The land will be used for planting, cultivating and harvesting of agricultural crops, using best conservation practices, as outlined in the lease agreement.

Discussion followed.

Resolution 43-2019: A resolution approving authorization for County Administrator Helen Schmitt to advertise for the lease of farmland at Fort Roberdeau.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 43-2019.

Blair County Bridge #67 (West Loop Road):

County Administrator Schmitt requested authorization to enter into a Reimbursement and Engineering Agreement between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT) and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with said Agreements.

Mrs. Schmitt stated that the county's highway department completed minor work on the bridge approximately one year ago and the bridge has been selected to receive Pennsylvania Department of Transportation Improvement Program funding. She stated that this is the first step in the project, the advertisement for construction is to be issued in spring of 2020, and the approximate cost of the project is \$2,430,000.00 with the 5% county share in an estimated amount of \$121,500.00, will be paid with Marcellus Shale Legacy Funds.

Discussion followed.

Resolution 44-2019: A resolution approving a Reimbursement and Engineering Agreement between the County of Blair and the Commonwealth of Pennsylvania, Pennsylvania Department of Transportation (PennDOT), for Blair County Bridge #67 and authorization for either Commissioner Erb, Commissioner Beam or County Administrator Helen P. Schmitt to sign all PennDOT documents associated with said Agreements.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 44-2019.

ADJOURN:

Meeting Adjourned,

Helen P. Schmitt, County Administrator