

**BUSINESS SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE  
TUESDAY, SEPTEMBER 10, 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, August 27<sup>th</sup> and Tuesday, September 3<sup>rd</sup>, 2019
5. **PUBLIC COMMENT**
6. **UPCOMING MEETINGS:**

Wednesday, September 11, 2019

Thursday, September 12, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 <sup>nd</sup> Floor)

Friday, September 13, 2019

Monday, September 16, 2019	3:00 p.m.	ABCD Corp. Board Mtg. (Devorris Center for Business)
	7:30 p.m.	Conservation District Meeting (1407 Blair St., Hollidaysburg)
Tuesday, September 17, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 <sup>nd</sup> Floor)
	3:00 p.m.	CDBG FY 2019 Public Hearing (Conference Room 4B, 4 <sup>th</sup> Floor)
	6:00 p.m.	Blair County Library System Board (Altoona Public Library)

Wednesday, September 18, 2019

	7:30 a.m.	BC Convention & Sports Fac. Auth. (Blair County Convention Center)
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Thursday, September 19, 2019

	8:30 a.m.	Prison Board (Prison)
	10:00 a.m.	Records Improvement Committee (Conference Room 2B, 2 <sup>nd</sup> Floor)

Friday, September 20, 2019

Monday, September 23, 2019

Tuesday, September 24, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 <sup>nd</sup> Floor)
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*Assessment Appeal Hearings will be held from 9:00 a.m. to 4:00 p.m., September 10, 11, 17, 18, 19, 25, 26, October 1, 2, 8, and 9, 2019 at the Blair County Assessment Office, 423 Allegheny St, Suite 041, Hollidaysburg, PA 16648.*

7. **COMMISSIONERS COMMENTS:**

8. **CONSENT AGENDA:**

**Resolution 378-2019:**

- a. Payment of four (4) Warrant Lists dated September 9, 2019, in the amounts of \$253,297.92 (#190910TL), \$38,801.91 (#190910CY), \$284,368.24 (#190910FC), and \$6,383.80 (#190910SS), which include payment of the following invoices to:
  - Keller Engineers, Inc., in the total amount of \$7,491.94.
  - McCartney's, in the total amount of \$583.67.
- b. Ratification of two (2) Warrant Lists dated September 3, 2019, in the amounts of \$1,684.76 (#190903JY), \$1,836.97 (#190726JY), and one (1) Warrant List dated September 4, 2019 in the amount of \$3,205.10 (#190701FS).
- c. **Budget Transfer:** HealthForce Invoice dated August 14, 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$600.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$275.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$50.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$50.00	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$50.00	01164-42000 Victim Witness
01101GCO-42000 General County Operations	\$50.00	01160CO-42000 Custody
01101GCO-42000 General County Operations	\$50.00	01109-42000 Treasurer
01101GCO-42000 General County Operations	\$80.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$100.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$50.00	01160JB-42000 Judge Bernard
01101GCO-42000 General County Operations	\$125.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$150.00	762012-42000 Adult Parole

- d. **Budget Transfer:** Justifacts Invoice for the month of August 2019.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$115.75	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$115.75	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$123.75	01164-42000 Victim Witness
01101GCO-42000 General County Operations	\$119.25	01156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$101.25	01602-42000 EMA
01101GCO-42000 General County Operations	\$130.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$101.25	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$94.75	011191-42000 Records Management
01101GCO-42000 General County Operations	\$992.15	01209PO-42000 Prison

- e. **Employment:** Shaun M. Edmundson, From FT, Acting Lieutenant, Prison, \$22.32/hr., To Lieutenant, Prison, \$40,800.24/yr., effective 08/12/19; and Michael P. Rupp, From PT, Probation Officer Support, APO, \$10.30/hr., To FT, Parole and Probation Officer, APO, \$12.57/hr., effective 09/09/19.
- f. **Resignations:** Nathaniel G. Simmers, effective 08/08/19; Hailey M. Claycomb, effective 08/13/19; Chad A. Scoran, and Joseph J. Corey, effective 8/16/19; Martin R. Sekerak and Benjamin C. Sekerak, effective 08/21/19; Cassandra L. Brumbaugh, effective 08/21/19; Brandon J. McClellan, effective 08/22/19; Laura L. Rocus, Matthew D. Walters, Zachary T. Garlick, Amanda C. Ickes, Benjamin C. Adams and Domenic J. Roefaro, PT, Seasonal Summer Worker, Highway, effective 08/23/19, all at \$10.00/hr.; and Ashley Bem, FT, Custody Clerk/Receptionist, Custody Office, \$10.00/hr., effective 09/10/19.
- g. **Terminations:** Austin T. Desch, FT, Corrections Officer, Prison, \$19.54/hr., effective 08/30/19.

**9. 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

**10. OLD BUSINESS:**

**Public Budget Meetings:**

Requesting approval of the following three (3) items:

- a. A contract between the County of Blair and the Hollidaysburg Area School District for use of the Jr. High Auditorium on October 16, 2019 from 5:30-7:30 p.m. and a possible custodial fee at \$35.00/per hour.
- b. Use of School Facility and Equipment Application for use of the Tyrone Area High School Auditorium at no cost to the county on October 23, 2019 from 5:30-7:30 p.m.
- c. Use of School Facility for Community and Private Organization Application for the Spring Cove School District Middle School at no cost to the County on October 24, 2019 from 5:30-7:30 p.m.

**11. NEW BUSINESS:**

**Blair County Park and Recreation Advisory Board:**

Requesting approval for acceptance of quotes received with award to the lowest responsible company meeting specifications for the electrical and drainage/grading projects at Valley View Park.

**Intermunicipal Relations Committee (IRC):**

Requesting approval of a 901 Grant Agreement, submitted by the Intermunicipal Relations Committee (IRC), between the County of Blair and the Department of Environmental Protection (DEP), for HHW Education, in the amount of \$80,234.00. The grant requires matching funds in the amount of \$16,046.87, which will be paid by the IRC, for a total DEP reimbursement in the amount of \$64,187.13.

**Blair County Department of Social Services:**

Requesting approval of a 2019 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Grant Agreement between the County of Blair and the Commonwealth of Pennsylvania acting through the Pennsylvania Housing Finance Agency (PHFA), in the amount of \$50,000.00.

**Blair County Court Administration:**

Requesting approval of a proposal received from Bettwy Systems, in the total amount of \$3,227.36, for the equipment and installation of an Aiphone Series Kit (indoor buzzer system) at Magisterial District Court 24-3-02 located at 5929 California Avenue, Altoona, PA. Amount of the proposal will be reimbursed 100% by the Administrative Office of Pennsylvania Courts (AOPC).

**Blair County Victim/Witness Office:**

Requesting approval for the submission of a Victims of Crime Act (VOCA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$131,835.00 for the period of July 1, 2019 through September 30, 2020, for reimbursement of employee salaries and benefits.

**HVAC Improvement & Interior Alterations Project:**

Requesting approval of the following Change Orders received:

- **Change Order No. CO-KBI14**, received from Kretina Builders, Inc., in the total increased amount of \$10,776.44, for carpet installation in Common Areas located on the 2<sup>nd</sup> floor.
- **Change Order No. CO-5**, received from Albert Michaels, in the total increased amount of \$1,365.27, for faux finishes in Courtroom 2.
- **Change Order No. CO-6**, received from Albert Michaels, in the total increased amount of \$963.05, to restore the wood window sash in the clock tower.
- **Change Order No. CO-7**, received from Albert Michaels, in the total increased amount of \$4,758.60, to erect scaffolding in Courtroom 2.
- **Change Order No. CO-8**, received from Albert Michaels, in the total increased amount of \$9,064.00, to complete the replication, repair and restoration of all plaster work to the Courtroom 2 Staff Room.

**County Road 105 (Convention Center Blvd.) Drainage Repairs:**

Requesting approval for award of bid to the lowest responsible bidder meeting specifications.

**Blair County Bridges #87, #88, #89, and #92 Replacement Projects:**

Requesting approval for the submission of the following four (4) BWM-GP-11 (General Permit) Applications to the Pennsylvania Department of Environmental Protection (DEP):

- **Bridge #87**, County Road 101 (Everett Road) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #88**, County Road 101 (Bedford Street) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #89**, County Road 101 (Bedford Street) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #92**, County Road 101 (Everett Road) over PawPaw Run, located in Freedom Township.

**2019 Election:**

Requesting approval of a quote from Election Systems and Software for Coding the 2019 Municipal Election ballot and 5 days of on-sight implementation services for a total amount of \$20,500.00.

12. **ADJOURN:**

**BUSINESS SESSION: TUESDAY, SEPTEMBER 10, 2019, 10:00 A.M.:**

Location: Conference Room 2B, 2<sup>nd</sup> Floor, New Addition.

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

Others Present: Katrina Pope and Brock Bryan (IRC), Shawn Ritchey (Keller Engineers), Laura Burke (Public), Sarah Seymour (Elections), Jenn Sleppy (Finance), James Pooler (Maintenance), Rocky Greenland (Public Works), James Ott (Sheriff), Trina Illig (Social Services), Nicole Hemminger and Melissa Harpster (Commissioners Office), Kay Stephens (Altoona Mirror), Janice Meadows (Court Administration), and Linda Jarema (Victim/Witness).

**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 present stand and recite the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES** – Tuesday, August 27<sup>th</sup> and Tuesday, September 3, 2019:

Commissioner Erb called for corrections or changes to the minutes of Tuesday, August 27<sup>th</sup> and Tuesday, September 3, 2019. **There were no corrections or changes noted.**

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt the minutes, as prepared.

**PUBLIC COMMENT:**

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

**UPCOMING MEETINGS:**

Wednesday, September 11, 2019

Thursday, September 12, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 <sup>nd</sup> Floor)
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**COMMISSIONERS COMMENTS:**

Commissioner Erb called for commissioner's comments. **There were no comments noted.**

**CONSENT AGENDA:**

**Resolution 378-2019:**

- a. Payment of four (4) Warrant Lists dated September 9, 2019, in the amounts of \$253,297.92 (#190910TL), \$38,801.91 (#190910CY), \$284,368.24 (#190910FC), and \$6,383.80 (#190910SS), which include payment of the following invoices to:
  - Keller Engineers, Inc., in the total amount of \$7,491.94.
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01101GCO-42000 General County Operations	\$125.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$150.00	762012-42000 Adult Parole

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- f. **Resignations:** Nathaniel G. Simmers, effective 08/08/19; Hailey M. Claycomb, effective 08/13/19; Chad A. Scoran, and Joseph J. Corey, effective 8/16/19; Martin R. Sekerak and Benjamin C. Sekerak, effective 08/21/19; Cassandra L. Brumbaugh, effective 08/21/19; Brandon J. McClellan, effective 08/22/19; Laura L. Rocus, Matthew D. Walters, Zachary T. Garlick, Amanda C. Ickes, Benjamin C. Adams and Domenic J. Roefaro, PT, Seasonal Summer Worker, Highway, effective 08/23/19, all at \$10.00/hr.; and Ashley Bem, FT, Custody Clerk/Receptionist, Custody Office, \$10.00/hr., effective 09/10/19.
- g. **Terminations:** Austin T. Desch, FT, Corrections Officer, Prison, \$19.54/hr., effective 08/30/19.

Commissioner Tomassetti noted his abstention due to a conflict of interest on the payment of invoices to Keller Engineers, Inc., and McCartney’s.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 378-2019 with abstentions 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.
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

Assistant County Administrator Hemminger acknowledged the length of time this item has been present on the agenda and stated that she had been in touch with the insurance broker for Family Services to check on the status of the requested insurance endorsements. The broker informed her that a request for endorsements typically takes 4-6 weeks to process. She stated that she did ask the carrier if the endorsements could be processed sooner in order to expedite the renewal agreement.

Discussion followed with no action taken at this time.

**OLD BUSINESS:**

**Public Budget Meetings:**

Requesting approval of the following three (3) items:

- a. Assistant County Administrator Hemminger requested approval of a contract between the County of Blair and the Hollidaysburg Area School District for use of the Jr. High Auditorium on October 16, 2019 from 5:30-7:30 p.m. and a possible custodial fee at \$35.00/per hour.
- b. Assistant County Administrator Hemminger requested approval of a Use of School Facility and Equipment Application for use of the Tyrone Area High School Auditorium at no cost to the county on October 23, 2019 from 5:30-7:30 p.m.
- c. Assistant County Administrator Hemminger requested approval of a Use of School Facility for Community and Private Organization Application for the Spring Cove School District Middle School at no cost to the County on October 24, 2019 from 5:30-7:30 p.m.

Mrs. Hemminger stated that the applications for facility use for the Tyrone and Spring Cove School Districts have been received and approved by the solicitor. She is still waiting on the requested revisions to the Hollidaysburg Area School District contract.

Mrs. Hemminger stated that the school districts have waived all rental fees for use of their facilities. The Hollidaysburg School District contract does have language for a potential \$35.00/per hour custodial fee if the room used is returned in the same condition as it was found.

Mrs. Hemminger requested approval of the applications for the Tyrone and Spring Cove School Districts and approval of the contract with Hollidaysburg School District pending receipt of the revised contract.

Discussion followed.

**Resolution 379A-2019:** A resolution approving a contract between the County of Blair and the Hollidaysburg Area School District for use of the Jr. High Auditorium on October 16, 2019 from 5:30-7:30 p.m. and a possible custodial fee at \$35.00/per hour, pending receipt of revised contract.

**Resolution 379B-2019:** A resolution approving a Use of School Facility and Equipment Application for use of the Tyrone Area High School Auditorium at no cost to the county on October 23, 2019 from 5:30-7:30 p.m.

**Resolution 379C-2019:** A resolution approving a Use of School Facility for Community and Private Organization Application for the Spring Cove School District Middle School at no cost to the County on October 24, 2019 from 5:30-7:30 p.m.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolutions 379A-2019, 379B-2019 and 379C-2019.

**NEW BUSINESS:**

**Blair County Park and Recreation Advisory Board:**

Joe Keller requested approval for acceptance of quotes received for the electrical and drainage/grading projects at Valley View Park, with award to the lowest responsible company meeting specifications.

Mr. Keller stated that he recently requested quotes for the electrical and drainage/grading projects at Valley View Park. He stated that the following quotes were received:

Company	Project	Quote Amount
McClellan Excavating	Drainage/Grading	\$6,800.00
Burns Excavating, Inc.	Drainage/Grading	\$6,975.00
RT Contracting, Inc.	Drainage/Grading	\$9,000.00
Stelco, Inc.	Electrical	\$13,190.00

Mr. Keller stated that a Certificate of Liability Insurance as well as Performance and Payment Bonds are required for the electrical project. The drainage/grading project only requires a Certificate of Liability Insurance. All quotes and required documents have been reviewed and approved by Solicitor Karn.

Mr. Keller, on behalf of the Park and Recreation Advisory Board, recommends that the Board accept the quotes received and award the drainage/grading project to McClellan Excavating in the amount of \$6,800.00, and the electrical project to Stelco, Inc. in the amount of \$13,190.00. Both quotes being the lowest received and meeting specifications.

Discussion followed.

**Resolution 380-2019:** A resolution approving the acceptance of quotes received an award of the lowest quotes received for the electrical and drainage/grading projects at Valley View Park, as follows:

Stelco, Inc. 260 Brush Mountain Road Altoona, PA 16601	Certificate of Insurance and Performance and Payment Bonds Provided	Electrical Project \$13,190.00
McClellan Excavating 116 Maple Avenue Altoona, PA 16601	Certificate of Insurance Provided Performance and Payment Bonds Not Required	Drainage & Grading Project \$6,800.00

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 380-2019.

**Intermunicipal Relations Committee (IRC):**

Brock Bryan requested approval of a 901 Grant Agreement, submitted by the Intermunicipal Relations Committee (IRC), between the County of Blair and the Department of Environmental Protection (DEP), in the amount of \$80,234.00, for Hazardous Household Waste (HHW) Education. The grant requires matching funds in the amount of \$16,046.87, which will be paid by the IRC, for a total DEP reimbursement in the amount of \$64,187.13.

Mr. Bryan stated that the grant funds allow for solid waste planning work. Mrs. Katrina Pope, who accompanied Mr. Bryan, stated that the grant is for a two (2) year period.

Discussion followed.

**Resolution 381-2019:** A resolution approving a 901 Grant Agreement, submitted by the Intermunicipal Relations Committee (IRC), between the County of Blair and the Department of Environmental Protection (DEP), for HHW Education, in the amount of \$80,234.00. The grant requires matching funds in the amount of \$16,046.87, which will be paid by the IRC, for a total DEP reimbursement in the amount of \$64,187.13.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 381-2019.

**Blair County Department of Social Services:**

Trina Illig requested approval of a 2019 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Grant Agreement between the County of Blair and the Commonwealth of Pennsylvania acting through the Pennsylvania Housing Finance Agency (PHFA), in the amount of \$50,000.00.

Mrs. Illig stated that the awarded funds will be used for the housing assistance program.

Discussion followed.

**Resolution 382-2019:** A resolution approving a 2019 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Grant Agreement between the County of Blair and the Commonwealth of Pennsylvania acting through the Pennsylvania Housing Finance Agency (PHFA), in the amount of \$50,000.00.

Motion by Commissioner Erb, seconded by Commissioner Beam and unanimously approved to adopt Resolution 382-2019.

**Blair County Court Administration:**

Janice Meadows requested approval of a proposal received from Bettwy Systems, in the total amount of \$3,227.36, for the equipment and installation of an Aiphone Series Kit (indoor buzzer system) at Magisterial District Court 24-3-02, located at 5929 California Avenue, Altoona, PA.

Amount of the proposal will be reimbursed 100% by the Administrative Office of Pennsylvania Courts (AOPC).

Mrs. Meadows stated that in order to increase security at the office of Magisterial District Judge Jackson's office, an indoor buzzer system will be installed to the door between the public and staff/judge area. She stated that approval has been received from the Administrative Office of Pennsylvania Courts (AOPC) for full reimbursement of the project cost.

Discussion followed.

**Resolution 383-2019:** A resolution approving a proposal received from Bettwy Systems, in the total amount of \$3,227.36, for the equipment and installation of an Aiphone Series Kit (indoor buzzer system) at Magisterial District Court 24-3-02 located at 5929 California Avenue, Altoona, PA. Amount of the proposal will be reimbursed 100% by the Administrative Office of Pennsylvania Courts (AOPC).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 383-2019.

**Blair County Victim/Witness Office:**

Linda Jarema requested approval for the submission of a Victims of Crime Act (VOCA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$131,835.00, for the period of July 1, 2019 through September 30, 2020, for reimbursement of employee salaries and benefits.

Ms. Jarema stated that the VOCA federal grant funds will be used in conjunction with additional state grants to supplement the salary and benefits of four (4) Victim/Witness staff members.

Discussion followed.

**Resolution 384-2019:** A resolution approving submission of a Victims of Crime Act (VOCA) Grant Application to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the total amount of \$131,835.00 for the period of July 1, 2019 through September 30, 2020, for reimbursement of employee salaries and benefits.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 384-2019.

**HVAC Improvement & Interior Alterations Project:**

County Administrator Schmitt requested approval of the following Change Orders received:

- **Change Order No. CO-KBI14,** received from Kretina Builders, Inc., in the total increased amount of \$10,776.44, for carpet installation in Common Areas located on the 2<sup>nd</sup> floor.
- **Change Order No. CO-5-AMC,** received from Albert Michaels, in the total increased amount of \$1,365.27, for faux finishes in Courtroom 2.
- **Change Order No. CO-6-AMC,** received from Albert Michaels, in the total increased amount of \$963.05, to restore the wood window sash in the clock tower.
- **Change Order No. CO-7-AMC,** received from Albert Michaels, in the total increased amount of \$4,758.60, to erect scaffolding in Courtroom 2.
- **Change Order No. CO-8-AMC,** received from Albert Michaels, in the total increased amount of \$9,064.00, to complete the replication, repair and restoration of all plasterwork to the Courtroom 2 Staff Room.

Discussion followed.

**Resolution 385-2019:** A resolution approving the following Change Orders received:

- **Change Order No. CO-KBI14,** received from Kretina Builders, Inc., in the total increased amount of \$10,776.44, for carpet installation in Common Areas located on the 2<sup>nd</sup> floor.
- **Change Order No. CO-5,** received from Albert Michaels, in the total increased amount of \$1,365.27, for faux finishes in Courtroom 2.
- **Change Order No. CO-6,** received from Albert Michaels, in the total increased amount of \$963.05, to restore the wood window sash in the clock tower.
- **Change Order No. CO-7,** received from Albert Michaels, in the total increased amount of \$4,758.60, to erect scaffolding in Courtroom 2.



- **Change Order No. CO-8**, received from Albert Michaels, in the total increased amount of \$9,064.00, to complete the replication, repair and restoration of all plasterwork to the Courtroom 2 Staff Room.

Motion by Commissioner Tomassetti, seconded by Commissioner Beam and unanimously approved to adopt Resolution 385-2019.

**County Road 105 (Convention Center Blvd.) Drainage Repairs:**

Shawn Ritchey requested approval for award of bid to the lowest responsible bidder meeting specifications.

Mr. Ritchey stated that the Board accepted the bids received for review on September 3, 2019. He noted that there was a \$10.00 calculation error in the bid submitted by Excavating Associates, bringing their project bid total to \$167,131.00. He stated that even with the mathematical error Excavating Associates remains the lowest responsible bidder.

Solicitor Karn had reviewed all the bid documents and noted the date on the bid bond was incorrect due to the change in the bid opening date. Mr. Ritchey stated that a confirmation letter has been received from the Surety Company for Excavating Associates and that the bid bond is in force with respect to the new bid opening date. Mr. Ritchey requested that the Board consider awarding the bid to Excavating Associates, the lowest responsible bidder meeting specifications, in the total amount of \$167,131.00.

Mr. Ritchey stated that the County is responsible for 64% of the total cost of the project and the Convention Center is responsible for the remaining 36%.

Discussion followed.

**Resolution 386-2019:** A resolution approving the award of bid to Excavating Associates, the lowest responsible bidder meeting specifications for the County Road 105 (Convention Center Blvd.) Drainage Repairs Project, in the total amount of \$167,131.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 386-2019.

**Blair County Bridges #87, #88, #89, and #92 Replacement Projects:**

Shawn Ritchey requested approval for the submission of the following four (4) BWM-GP-11 (General Permit) Applications to the Pennsylvania Department of Environmental Protection (DEP):

- **Bridge #87**, County Road 101 (Everett Road) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #88**, County Road 101 (Bedford Street) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #89**, County Road 101 (Bedford Street) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #92**, County Road 101 (Everett Road) over PawPaw Run, located in Freedom Township.

Mr. Ritchey explained that this project is part of a larger RoadMAP project in cooperation with PennDOT. These box culverts will be replaced with the funds collected from the \$5.00 vehicle registration fee under Act 89.

Discussion followed.

**Resolution 387-2019:** A resolution approving submission of the following four (4) BWM-GP-11 (General Permit) Applications to the Pennsylvania Department of Environmental Protection (DEP):

- **Bridge #87**, County Road 101 (Everett Road) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #88**, County Road 101 (Bedford Street) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.
- **Bridge #89**, County Road 101 (Bedford Street) over an unnamed tributary to the Frankstown Branch of the Juniata River, located in Greenfield Township.

- **Bridge #92**, County Road 101 (Everett Road) over PawPaw Run, located in Freedom Township.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 387-2019.

**2019 Election:**

Sarah Seymour requested approval of a quote from Election Systems and Software (ES&S) for Coding the 2019 Municipal Election ballot and 5 days of on-sight implementation services for a total amount of \$20,500.00.

Mrs. Seymour stated that the quote received from ES&S includes creation of the ballot and coding of the election equipment for the 2019 Municipal Election and five (5) on-sight implementation service days. These would include three (3) days for L&A testing, one (1) day for Public Testing and one (1) Day for Return Board. She stated that if additional days are needed the charge would be \$1,700.00 per day.

Mrs. Seymour stated that Solicitor Karn has reviewed the quote.

Discussion followed.

**Resolution 388-2019:** A resolution approving a quote from Election Systems and Software for Coding the 2019 Municipal Election ballot and 5 days of on-sight implementation services for a total amount of \$20,500.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 388-2019.

**ADJOURN:**

Meeting Adjourned,

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Helen P. Schmitt, County Administrator