

**WORK SESSION: TUESDAY, JANUARY 31, 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 Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Karn.

**Others Present:**

Sarah Seymour (Elections), Glenn Nelson (Fort Roberdeau), Jim Pooler (Public Works/Building Maintenance), Abbie Tate (Prison Warden), AC Stickel (Controller), Rebecca Robinson (Purchasing), Tricia Maceno (Social Services), Carol A. Dannenberg (Hollidaysburg Community Watchdog), Kay Stephens (Altoona Mirror), Lindsay Dempsie (Finance), Helen Schmitt (Public), Melissa Harpster and Allison Senkevich (Commissioners Office).

**Upcoming Meetings:**

Wednesday, February 1, 2023	9:00 a.m.	*Retirement Board Mtg. (Commissioners Mtg. Room)
	10:30 a.m.	*Salary Board Mtg. (Commissioners Mtg. Room)
Thursday, February 2, 2023	8:30 a.m.	*Park & Recreation Adv. Bd. (Commissioners Mtg. Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Room)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall, Fort Roberdeau)
Friday, February 3, 2023		
Monday, February 6, 2023		
Tuesday, February 7, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Mtg. Room)

**Public Comment:**

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

**Commissioner Comments:**

Commissioner Erb called for commissioner comments.

Commissioner Erb extended condolences on the passing of former County Chief Clerk Tom Mangus. Mr. Mangus served the county for 32 years.

Commissioner Burke provided a few words pertaining to Child Safety Week.

Commissioner Webster announced that the county will be seeking applications from persons interested and qualified to serve on the Historic Courthouse Preservation Committee. Chief Clerk Hemminger stated that the application is being revised and upon revision will be uploaded to the county's website.

**Consent Agenda:**

**Resolution 46-2023:**

- a. Payment of the following two-2 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/31/2023	230131SS	\$343,867.84
01/31/2023	230131WW	\$389,664.39

Which include payment of the following invoices:

- Blair Community Action Agency, in the total amount of \$31,048.67.
- Blair Senior Services, in the total amounts of \$371.80 and \$135,947.00.

- b. Ratification of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/27/2023	CASH DISB	\$ 305.46
01/24/2023	230124MW	\$ 5,750.54
01/26/2023	230126HR	\$12,765.65

- c. Ratification of Total Payroll for the Check Dated January 26, 2023, in the total amount of \$897,677.13.

- d. **2023 Budget Transfer:** PCoRP Grant Revenue and Expenditures.

From	\$	To
01101-37450 Commissioners	\$13,907.10	01161-37450 MDJ's
01101-46040 Commissioners	\$13,907.10	01161-46030 MDJ's
01101-37450 Commissioners	\$ 2,441.01	01103BM-37450 Building Maintenance
01101-46040 Commissioners	\$ 2,441.01	01103BM-46070 Building Maintenance

- e. **Employment:** Linda M. Adler, FT, Administrative Support, MDJ Dunio, \$11.58/hr., effective 01/30/23; Michele R. Baker, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 01/30/23; Natalie G. Newingham, PT, Courtroom Clerk, Prothonotary, \$12.16/hr., effective 01/30/23; Christopher S. Piner, FT, Deputy, Sheriff's Office, \$15.52/hr., effective 01/30/23; Latecia A. McCaulley, From, PT, Caseworker I, CYF, \$17.29/hr., To, PT, Caseworker II, CYF, \$17.42/hr., effective 11/10/22; and Chad F. Culbertson, From, FT, Lead Telecommunicator, 911 Center, \$17.52/hr., To, PT, Telecommunicator, 911 Center, \$16.30/hr., effective 01/30/23.

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

Commissioner Erb noted his abstention due to a conflict of interest on the payment of invoices to Blair County Community Action Agency.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 46-2023 with the abstentions as noted.

### **STAFF REPORTS & SPECIAL BUSINESS**

#### **Finance:**

Lindsay Dempsie requested authorization for Finance Director Lindsay Dempsie to submit the 2022 4<sup>th</sup> Quarter Project and Expenditure Report for State and Local Fiscal Recovery Funds (SLFRF) under the American Rescue Plan Act to the US Department of the Treasury.

Ms. Dempsie stated that the 4<sup>th</sup> Quarter Project and Expenditure Report for SLFRF Funds is due no later than close of business today to the US Department of the Treasury.

Discussion followed.

**Resolution 47-2023:** Approving authorization for Finance Director Lindsay Dempsie to submit the 2022 4<sup>th</sup> Quarter Project and Expenditure Report for State and Local Fiscal Recovery Funds (SLFRF) under the American Rescue Plan Act to the US Department of the Treasury.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 47-2023.

#### **Elections:**

- i. Lindsay Dempsie requested authorization for Finance Director Lindsay Dempsie to submit on behalf of the County of Blair the final invoice for the HAVA Security Grant to the Pennsylvania Department of State, Bureau of Commissions, Elections and Legislation, in the total amount of \$37,587.23.

Ms. Dempsie stated that the HAVA Security Grant is due no later than close of business today to the Pennsylvania Department of State.

Discussion followed.

**Resolution 48-2023:** Approving authorization for Finance Director Lindsay Dempsie to submit on behalf of the County of Blair the final invoice for the HAVA Security Grant to the Pennsylvania Department of State, Bureau of Commissions, Elections and Legislation, in the total amount of \$37,587.23.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 48-2023.

- ii. Sarah Seymour requested approval and signature of two-2 Election Polling Place Lease Agreements between the County of Blair and the property owners (Municipal/Federal Government and Privately-Owned Facility) for the May 16, 2023 Primary Election and the November 8, 2023 Election.

Discussion followed.

#### **Children, Youth and Families:**

Nicole Hemminger requested approval of an Agreement for Payment of Legal Services between the County of Blair, Blair County Children, Youth and Families (CYF) and Forr, Stokan, Huff, Kormanski & Naugle (Mary Ann Probst, Esquire appointed Counsel for Minor Child or court appointed additional Counsel for a child by Order of Court), at the hourly rate of \$85.00 for the period of July 1, 2022 through June 30, 2023.

Chief Clerk Hemminger stated that Solicitor Karn drafted the agreement and reviewed the required insurance documents. She stated that the agreement follows the standard county contract terms; however, Attorney Probst has just began providing court appointed counsel.

Discussion followed.

#### **Fort Roberdeau:**

Glenn Nelson requested approval of a contract between the County of Blair, on behalf of Fort Roberdeau and Barash Media for a ¼ page, 4-color advertisement, in the Blair County Chamber 2023 Membership Directory and Buyers' Guide, at the negotiated rate of \$495.00, to be paid by the Fort Roberdeau Association.

Discussion followed.

#### **Prison:**

- i. Abbie Tate requested approval of a quote received from McCarl's Preferred Services (MPS), for the installation of one-1 Mitsubishi Outdoor Heat Pump Unit, and one-1 Mitsubishi Indoor Heat Pump Unit, in the training room at the Blair County Prison, in the total amount of \$7,182.00, with 50% of the total amount due upon acceptance of quote.

Warden Tate stated that installation of the heat pump units would be new to the training room at the prison. She stated that MPS is on state contract and a CoStar's vendor.

Discussion followed.

- ii. Abbie Tate requested approval to adopt a resolution declaring an emergency at the Blair County Prison due to a faulty water heater, and authorization to enter a contract for replacement of the same without bidding.

Warden Tate stated that a routine maintenance inspection discovered a leak in the main water heater that services the female inmate population assigned to cellblock K. Water is pooling around the bottom of the 250 gallon water heater that is located within 10 feet of an electrical panel. Warden Tate stated that if the water heater is damaged further, an electrical failure could result making it a safety concern for prison staff and the inmate population.

Warden Tate stated that several quotes have been received; however, she is expecting several additional quotes to come in.

Chief Clerk Hemminger requested that this item be held until Thursday's Business Session since additional quotes are expected.

Discussion followed.

**Commissioners Office:**

Allison Senkevich requested approval for the acceptance of the 2022/2023 PCoRP Loss Prevention Grant Award, in the total amount of \$16,348.11, which includes \$2,441.01 for seventeen-17 Stop the Bleed Kits provided by Allied 100 LLC for Human Resources; \$1,133.33 for supplies from Contract Hardware and Supply for a new door for MDJ Blattenberger's office; and \$12,774.10 for the balance remaining on the MDJ security project for court administration.

Discussion followed.

**Blair County Box Culvert Bridges 87, 88, 89 and 92 Project:**

Requesting approval of a proposal received from HRV to provide steel fabrication and precast concrete inspection services for the Blair County Box Culvert Bridges 87, 88, 89 and 92 project, in an amount not to exceed \$57,432.50.

Chief Clerk Hemminger stated that the Box Culvert Bridges 87, 88, 89 and 92 Project needs to follow PennDOT guidelines, which requires a third party shop inspection of the steel fabrication and precast concrete.

Chief Clerk Hemminger stated that in order to keep the project moving forward, she would request that the board consider approving the proposal received from HRV.

Discussion followed.

**Resolution 49-2023:** Approving a proposal received from HRV to provide steel fabrication and precast concrete inspection services for the Blair County Box Culvert Bridges 87, 88, 89 and 92 project, in an amount not to exceed \$57,432.50.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 49-2023.

**OLD BUSINESS:**

**Resolution 45-2023:** Approving the submission of the Election Integrity Grant Program Post-Election Report for the 2022 General Election for the County of Blair, to the Commonwealth of Pennsylvania, Department of Community & Economic Development (DCED), Governor's Center for Local Government Services, in the total expended amount of \$165,921.90.

Ms. Seymour stated that the total expended amount listed on today's agenda decreased from \$168,465.13 to \$165,921.90.

Discussion followed.

**Resolution 45-2023:** Approving the submission of the Election Integrity Grant Program Post-Election Report for the 2022 General Election for the County of Blair, to the Commonwealth of Pennsylvania, Department of Community & Economic Development (DCED), Governor's Center for Local Government Services, in the total expended amount of \$165,921.90.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 45-2023.

**ADJOURN:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk