



BLAIR COUNTY BOARD OF COMMISSIONERS MINUTES

Thursday, October 9, 2025, 10:00 A.M.
COMMISSIONERS MEETING ROOM, BASEMENT

1. CALL TO ORDER:

Commissioner Kessling called the meeting to order.

2. MOMENT OF SILENT PRAYER:

Commissioner Kessling called for a moment of silent prayer.

3. PLEDGE OF ALLEGIANCE:

Commissioner Kessling requested that those participating in the meeting please stand and recite the Pledge of Allegiance.

4. MEMBERS PRESENT:

Commissioner Kessling, Commissioner Webster and Chief Clerk Alicia Tiracave.

5. OTHERS PRESENT:

Jen Cutshall (Commissioners), Angela Wagner, A.C. Stickel (Controller), Becky Robinson (Purchasing), Eric Malloy (CYF), Tricia Johnson, Trina Illig (Social Services), Glenn Nelson (Fort Roberdeau), Sherry Socie (Blair Planning), Matthew Hale (Prison), Mark Taylor (EMA/911), Melena Koegler, Brian Walters, Kyle Brashear (Human Resources), Nick Burket (Public Works – Facilities), Paul Shaffer (Public Works – Highway), Ann Merritts, Carol A. Dannenberg (Holidaysburg Community Watchdog), Rachel Foor-Musselman (Altoona Mirror), Cole Boje, Brian Willette (Siemens), Nate Taylor (Public Access).

6. EXECUTIVE SESSION ANNOUNCEMENT:

There was an Executive Session held on October 7, 2025, at approximately 3:30 p.m. with the Commissioners and Chief Clerk regarding three (3) parcels.

There was an Executive Session held on October 8, 2025, at approximately 3:00 p.m. with the Commissioners regarding two parcels.

7. APPROVAL OF THE BOARD OF COMMISSIONERS MEETING MINUTES – 10/2/25

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt the minutes as prepared.

8. PUBLIC COMMENT:

Rachel Foor-Musselman, of the Altoona Mirror, asked that the Commissioners provide as much detail as possible on the two items listed in the Commissioners' portion of the agenda when the items are discussed.

9. COMMISSIONERS COMMENTS:

Commissioner Webster announced that at 6:00 p.m. on October 14, 2025, Grace Bible Church in Holidaysburg will be holding a memorial service to honor Charlie Kirk and his attempts to spread his message to young people. She encouraged everyone to attend.

10. CONSENT AGENDA:

Resolution 469– 2025:

a. Ratification of the following eleven (11) Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/01/2025	251001FN	\$117,021.22
10/01/2025	251001WT	\$576,575.00
10/01/2025	251001HI	\$597,502.11
10/02/2025	251002WC	\$990.23
10/02/2025	251002HR	\$14,006.88
10/10/2025	251010AA	\$258,206.34
10/07/2025	251007CY	\$15,264.00
10/07/2025	251007WW	\$332,984.12
10/06/2025	251006FS	\$2,992.94
10/07/2025	251007TC	\$624,094.65
10/07/2025	251007SS	\$42,388.31

Which includes payment of the following invoices:

- Holidaysburg Borough in the total check amounts of \$130.00 and \$44,889.01.
- b. Ratification of total Payroll for the paycheck dated 10/3/2025 in the total amount of \$967,968.68.

c. 2025 Budget Transfer: To cover the cost of 2024 Single Audit Allocations:

From	\$	To
01101GCO-44020 General County Operations	\$5,420.18	113201-44020 CYF
01101GCO-44020 General County Operations	\$15,623.76	75504-44020 Social Services
01101GCO-44020 General County Operations	\$1,022.72	34156-44020 Domestic Relations

d. Blair County Convention and Sports Facilities Authority: Requesting approval of the appointment of Michael Kessling and re-appointment of Dennis Shreve to the Authority. Terms are effective November 13, 2025 through November 12, 2030. Requesting approval of the appointment of Chuck Gojmerac to fill the remainder of Ted Beam's term, through November 12, 2028.

e. Bridge #33/Old Mill Run Bridge Replacement Project: Requesting approval of ECMS submission Invoice #15, Part 1, Preliminary Design, in the total amount of \$2,248.38, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

f. Holidaysburg Borough: Requesting approval for the Borough of Holidaysburg's Winterfest Committee to use the Courthouse Courtyard on Friday, November 28, 2025, from 5:00 p.m. to 7:00 p.m. during the annual Light Up Night and Soup Sampling. The courtyard will be used for a photo opportunity with Santa and is at no cost to the County.

g. Stair Tower Replacement Project: Requesting approval of the application for payment #7 (final) from Ralph J. Albarano & Sons Inc. in the amount of \$15,072.25.

i. Employments: Hale, Matthew, FT, Warden, Prison, \$3,184.25 bi-weekly, effective 10/6/2025. Larson, Alexis, FT, Department Support – Court, Court Administration, \$13,09/hr., effective 10/6/2025.

i. Resignations: Margraff, April, FT, Corrections Officer, Prison, \$21.53/hr., effective 9/30/2025. Housum, Steffan, FT, Maintenance Technician – Truck Driver, Public Works, \$21.28/hr., effective 10/3/2025.

j. Retirements: Mentzer, Steven, FT, Maintenance Technician – Carpenter, Public Works, \$22.32/hr., effective 10/2/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 469-2025.

STAFF REPORTS & SPECIAL BUSINESS:

Public Works /Highway:

Paul Shaffer requested approval for the submission of a DEP General Permit No. 11 application to the Commonwealth of Pennsylvania, Department of Environmental Protection, for the Blair County Bridge No. 33 Superstructure Replacement Project over Mill Run of T-456 Old Mill Run Road in Logan Township, Blair County.

Resolution 470-2025: Approving the submission of a DEP General Permit No. 11 application to the Commonwealth of Pennsylvania, Department of Environmental Protection, for the Blair County Bridge No. 33 Superstructure Replacement Project over Mill Run of T-456 Old Mill Run Road in Logan Township, Blair County

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 470-2025.

EMA:

Mark Taylor requested approval of the Training Contract between the County of Blair, on behalf of Blair County Department of Emergency Services (E-911), and Bucks County Community College for three (3) six-hour hazmat awareness courses on October 29, 30, and 31, 2025, in the total amount of \$630.00.

Mark Taylor noted that this is annual training for dispatchers.

Resolution 471-2025: Approving the Training Contract between the County of Blair, on behalf of Blair County Department of Emergency Services (E-911), and Bucks County Community College for three (3) six-hour hazmat awareness courses on October 29, 30, and 31, 2025, in the total amount of \$630.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 471-2025.

911 Center:

Mark Taylor requested approval of the Agreement between the County of Blair, Department of Emergency Services, and Com Pros, Inc. for equipment and services for the 2025 Phase 1 Regional Radio Project in the total amount of \$1,278,557.60.

Commissioner Webster questioned if this project is grant funded?

Mr. Taylor responded in the affirmative.

Resolution 472-2025: Approving the Agreement between the County of Blair, Department of Emergency Services, and Com Pros, Inc. for equipment and services for the 2025 Phase 1 Regional Radio Project in the total amount of \$1,278,557.60.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 472-2025.

Children, Youth, and Families:

- i. Eric Malloy requested approval of the FY 2025/2026 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Pressley Ridge for the period of July 1, 2025 through June 30, 2026.

Commissioner Webster noted that the Commissioners' Office is receiving requests to approve contracts, but for public awareness, payments are not being made until budget funds are received from the State.

Resolution 473-2025: Approving the FY 2025/2026 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Pressley Ridge for the period of July 1, 2025 through June 30, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 473-2025.

- ii. Eric Malloy requested approval of the FY 2025/2026 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Adelphoi Village for the period of July 1, 2025 through June 30, 2026.

Resolution 474-2025: Approving the FY 2025/2026 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Adelphoi Village for the period of July 1, 2025 through June 30, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 474-2025.

Prison:

Matthew Hale requested approval of the Payment of the Invoice made Outside the County Purchasing Policy received from Big Diehl Plumbing LLC (aka Roto Rooter) for emergency sewer line opening work at the Blair County Prison in the total amount of \$2,100.00.

Commissioner Kessling introduced those in attendance to Matthew Hale, Blair County Prison's new Warden.

Resolution 475-2025: Approving the Payment of the Invoice made Outside the County Purchasing Policy received from Big Diehl Plumbing LLC (aka Roto Rooter) for emergency sewer line opening work at the Blair County Prison in the total amount of \$2,100.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 475-2025.

Public Works / Facilities:

- i. Nick Burkett requested approval for the Payment of the Invoice made Outside the County Purchasing Policy received from Com Pros Inc. for services performed on the communication tower's HVAC systems in the total amount of \$1,455.00.

Resolution 476-2025: Approving the Payment of the Invoice made Outside the County Purchasing Policy received from Com Pros Inc. for services performed on the communication tower's HVAC systems in the total amount of \$1,455.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 476-2025.

- ii. Nick Burkett requested approval of the Proposal between the County of Blair and Robert's Pest Control for general pest control services at the rates listed on the proposal, for the period of January 1, 2026 through December 31, 2026.

Commissioner Kessling questioned if this contract covers every department in the County.

Nick Burket responded that the contract covers all County buildings, including those for CYF and Social Services.

Resolution 477-2025: Approving the Proposal between the County of Blair and Robert's Pest Control for general pest control services at the rates listed on the proposal, for the period of January 1, 2026 through December 31, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 477-2025.

- iii. Requesting approval of Change Order #6 to the Contract Agreement between the County of Blair and Ralph J. Albarano & Sons Inc. for the Stair Tower Replacement Project in the decreased amount of \$1,158.00.

Resolution 478-2025: Approving Change Order #6 to the Contract Agreement between the County of Blair and Ralph J. Albarano & Sons Inc. for the Stair Tower Replacement Project in the decreased amount of \$1,158.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 478-2025.

Fort Roberdeau:

i. Glenn Nelson requested approval of a 2025/2026 Partnership Agreement between the County of Blair, Fort Roberdeau, and the Huntingdon County Visitors Bureau (HCVB) at no cost to the County.

Resolution 479-2025: Approving the 2025/2026 Partnership Agreement between the County of Blair, Fort Roberdeau, and the Huntingdon County Visitors Bureau (HCVB) at no cost to the County.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 479-2025.

ii. Glenn Nelson requested approval of an advertising agreement between the County of Blair, Fort Roberdeau, and the Huntingdon County Visitors Bureau (HCVB) for a 1/6 horizontal page ad in the 2026 Huntingdon Visitors Guide – Raystown Moments, in the total amount of \$975.00 to be paid by the Fort's advertising budget.

Resolution 480-2025: Approving the advertising agreement between the County of Blair, Fort Roberdeau, and the Huntingdon County Visitors Bureau (HCVB) for a 1/6 horizontal page ad in the 2026 Huntingdon Visitors Guide – Raystown Moments, in the total amount of \$975.00 to be paid by the Fort's advertising budget.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 480-2025.

Social Services:

i. Trina Illig requested approval of the two (2) Logan Township Applications for Zoning and Building Permits for the demolition and removal of two (2) repository trailers located at 611 and 615 Kenneth Road, Altoona, PA, in the total amount of \$10.00.

Resolution 481-2025: Approving the two (2) Logan Township Applications for Zoning and Building Permits for the demolition and removal of two (2) repository trailers located at 611 and 615 Kenneth Road, Altoona, PA, in the total amount of \$10.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 481-2025.

ii. Ms. Illig requested approval of a Proposal from Natalie Excavation & Demolition LLC for the demolition and removal of two (2) repository trailers and one (1) tree located at 611 and 615 Kenneth Road, Altoona, PA in the Hillcrest Trailer Park, in the total amount of \$8,300.00.

Resolution 482-2025: Approving the Proposal from Natalie Excavation & Demolition LLC for the demolition and removal of two (2) repository trailers and one (1) tree located at 611 and 615 Kenneth Road, Altoona, PA in the Hillcrest Trailer Park, in the total amount of \$8,300.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 482-2025.

iii. Ms. Illig requested approval for the submission of the Revised FY 2025/2026 Human Services Block Grant Annual Plan to the Pennsylvania Department of Human Services.

Resolution 483-2025: Approving the submission of the Revised FY 2025/2026 Human Services Block Grant Annual Plan to the Pennsylvania Department of Human Services.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 483-2025.

iv. Ms. Illig requested approval of the Adoption of the FY 2025 Community Development Block Grant (CDBG) Program Grievance Procedure and authorization to re-designate the Blair County Chief Clerk as the Section 504 Officer.

Resolution 484-2025: Approving the Adoption of the FY 2025 Community Development Block Grant (CDBG) Program Grievance Procedure and authorization to re-designate the Blair County Chief Clerk as the Section 504 Officer.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 484-2025.

Commissioners:

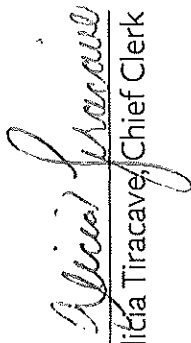
- i. Alicia Tiracave requested ratification of letters to three property owners regarding three parcels.
Resolution 485-2025: Approving the ratification of letters to three property owners regarding three parcels.
Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 485-2025.
- ii. Ms. Tiracave requested approval of an allocation to the Blair County Trail, Park and Recreation Authority in the amount of \$72,710.00.
Resolution 486-2025: Approving the allocation to the Blair County Trail, Park and Recreation Authority in the amount of \$72,710.00.
Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 486-2025.

OLD BUSINESS

None

ADJOURN

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adjourn today's meeting.


Alicia Tiracave, Chief Clerk

