

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, AUGUST 31, 2021, 10:00 A.M.**

**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#*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **UPCOMING MEETINGS**

Wednesday, September 1, 2021

Thursday, September 2, 2021 8:30 a.m. *Park & Recreation Adv. Bd.
(Conference Room 2B)
10:00 a.m. *Commissioners Business Session
(Commissioners Meeting Room)

Friday, September 3, 2021

Monday, September 6, 2021 Labor Day Courthouse closed
Tuesday, September 7, 2021 10:00 a.m. *Commissioners Work Session
(Commissioners Meeting Room)

6. **APPROVAL OF MEETING MINUTES – 08/24/21 and 08/26/21**
7. **EXECUTIVE SESSION ANNOUNCEMENT**
8. **PUBLIC COMMENT**
9. **COMMISSIONERS COMMENTS**
10. **PROCLAMATION – National Recovery Month**
11. **CONSENT AGENDA**

Resolution #349-2021:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/31/21	210831WW	\$ 119,367.42
08/31/21	210831SS	\$1,049,740.22
08/31/21	210831CY	\$ 21,911.45

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/23/21	210823RF	\$ 3,915.27
08/24/21	210824FS	\$ 2,938.79
08/27/21	210827HR	\$11,138.78

- c. Ratification of Total Payroll for the Check Dated August 26, 2021, in the total amount of \$774,490.28.

- d. **2021 Budget Transfers:** Charges are for East Coast to create a job description and provide the corresponding pay grade for Chief Detective in the District Attorney's Office.

From	\$	To
01101GCO-44080 General County Operations	\$450.00	01158-44080 District Attorney

- e. **2021 Budget Transfers:** Charges are for legal fees received from McNees Wallace for the month of July 2021.

From	\$	To
01101GCO-44080 General County Operations	\$3536.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$5746.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$578.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$1122.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$4774.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1870.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$265.00	01105-44080 Human Resources
01101GCO-44080 General County Operations	\$170.00	01157-44080 Public Defender
01101GCO-44080 General County Operations	\$588.00	01160WK-44080 Judge Kagarise

- f. **2021 Budget Transfers:** Charges are for fees received from East Coast for creation of a position, description and pay grade.

From	\$	To
01101GCO-42000 General County Operations	\$50.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$50.00	012012-42000 APO Annex
01101GCO-42000 General County Operations	\$100.00	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$50.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$50.00	01160ED-42000 Judge Doyle
01101GCO-42000 General County Operations	\$50.00	01161MD-42000 MDJ Dunio
01101GCO-42000 General County Operations	\$125.00	01209PO-42000 Prison

01101GCO-42000 General County Operations	\$100.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$50.00	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$50.00	01602-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$50.00	011191-42000 Records Management
01101GCO-42000 General County Operations	\$50.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$50.00	01109-42000 Treasurer

- g. **2021 Budget Transfers:** Charges are for fees received from East Coast for the creation of a position, description and pay grade.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$450.00	01109-44080 Treasurer

- h. **2021 Budget Transfers:** Charges are for fees received from East Coast for the salary study implementation.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$1,568.00	01105-4408 Human Resources

- i. **Employment:** Tina M. Swope, FT, Administrative Support, District Attorney, \$10.51/hr., effective 08/25/21; Brittany N. Parshall, PT, Receptionist/Clerk, Prothonotary, \$10.51/hr., effective 08/30/21; Emma L. Sease, FT, GIS Mapper/UPI Coordinator 1, Assessment, \$14.64/hr., effective 08/30/21; Jared T. Gabert, Rickey T. Matherne, III, Nicholas R. Meyers and Deyeemah S. Porter, From, Per Diem, Corrections Officer, Prison, \$15.08/hr., To, FT, Corrections Officer, Prison, \$16.87/hr., effective 08/21/21; and Edward G. Luciano, From, FT, Corrections Officer, Prison, \$17.93/hr., To, Per Diem, Corrections Officer, Prison, \$15.50/hr., effective 08/29/21.
- j. **Resignations:** Noah J. Gilbert, Per Diem, Corrections Officer, Prison, \$15.38/hr., effective 09/14/20; Dennis R. Garlock, FT, Temporary, Laborer, Highway, \$14.42/hr., effective 12/30/20; Dalton R. Farabaugh, Per Diem, Corrections Officer, Prison, \$15.08/hr., effective 04/16/21; Dakota M. Claar, FT, Temporary, Laborer, Highway, \$14.42/hr., effective 07/30/21; Mitchell A. Hemminger, FT, Temporary, Seasonal Employee, Highway, \$10.00/hr., effective 08/20/21 and Brian A. Riggleman, PT, Probation Officer Support, APO, \$10.82/hr., effective 08/25/21.

12. STAFF REPORTS & SPECIAL BUSINESS

A. **Audit 2020:**

Discussion concerning a deadline extension for the completion of the 2020 audit by Young, Oakes, Brown and Company (YOBCO).

B. **Blair County Drug and Alcohol:**

Requesting approval of the FY 21/22 Provision of Single County Authority (SCA) Functions Agreement between the County of Blair and Blair County Drug and Alcohol for the period of July 1, 2021 through June 30, 2022.

C. **Blair Senior Services:**

Requesting approval of the FY 20/21 fourth Quarter Medical Assistance Transportation Program (MATP) Report.

D. **Department of Emergency Services:**

Requesting approval of a Facility Event Agreement between the County of Blair, on behalf of the Department of Emergency Services and the Blair County Convention Center, for use of the Allegheny Lobby, Grand Lobby, and Ballrooms 1, 2 & 3 and meal catering services on April 6, 2022 for the annual Local Emergency Planning Committee (LEPC) SARA Summit. Costs associated with this event shall not exceed \$12,000.00 and will be paid with Hazardous Materials Protection Program Funds.

E. **Victim/Witness:**

Requesting approval for the acceptance of a Pennsylvania Commission on Crime and Delinquency (PCCD) Victim/Witness RASA Subgrant Award #34642, in the total amount of \$200,869.00, for the period of January 1, 2021 through December 31, 2022.

F. **Children, Youth and Families:**

- a. Requesting approval of a Lease Agreement between the County of Blair and JJ Keller Limited Partnership for lease of offices 120 through 129, located at 317 Union Street, Hollidaysburg, PA to be used as offices of Blair County Children, Youth and Families (CYF), for the term of three (3) years commencing on July 1, 2021 and ending on June 30, 2024 for the annual rental or sum of \$23,700.00, in equal monthly payments of \$1,975.00 beginning July 1, 2021 as specified in Article 2 of said Lease Agreement. Lessor may increase the annual rent by up to four (4%) percent on the first day of any Extension Term.

- b. Requesting approval of an allocation of funding under the Promoting Safe and Stable Families Caseworker Visitation Program under Title IV-B of the Social Security Act, (42 U.S.C. §§ 629-629i) in the total amount of \$2,786.00, for the period of October 1, 2020 through September 30, 2021. Funds are to be used to improve the quality of caseworker visits with children in foster care with an emphasis on improving caseworker decision-making on the safety, permanency and well-being of foster children, and on activities designed to increase recruitment, retention and training of caseworkers.
- c. Requesting approval for Blair County Children, Youth and Families (CYF) to conduct a Workforce Development Training Day at White Oak Hall, Fort Roberdeau on September 17, 2021. Costs associated with the training day will be paid using the Promoting Safe and Stable Families Caseworker Visitation Program funds allocation, in an amount not to exceed \$2,786.00.
- d. Requesting approval of a Memorandum of Understanding (MOU) between the County of Blair, on behalf of Blair County Children, Youth and Families (CYF) and Kids First Affiliated Services, LLC to implement the Healthy Families America (HFA) evidence-based home visiting program with fidelity to the program model. Said MOU relates to the procedural cooperation of all parties with respect to the HFA and does not modify or replace any written contract said parties have entered with respect to other matters.
- e. Requesting approval of a Software License Agreement upgrade between the County of Blair, Blair County Children, Youth and Families (CYF) and intuit QuickBooks, for five (5) QuickBooks Enterprise Silver Users, in the annual amount of \$3,566.00. Said annual amount has an estimated 10% price increase per renewal period.

G. Social Services:

Requesting approval of a Sub-Recipient Agreement between the County of Blair, and the Center for Community Action Agency for Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Funds for FY 20/21, in the amount of \$15,000.00, for housing stabilization activities within the County of Blair, for the period of August 31, 2021 through August 31, 2022.

H. Human Resources:

- a. Requesting approval of a fee agreement between the County of Blair and McNees Wallace and Nurick LLC for legal services at the following rates effective December 1, 2020 through any subsequent adjustment:

Attorneys	\$235.00/hour to \$520.00/hour, depending on individuals' expertise, area of practice, and experience.
Dedicated County Labor Counsel	\$340.00/hour
Paralegals and Specialists	\$185.00/hour to \$355.00/hour, depending on individuals' expertise, area of practice, and experience.

- b. Requesting approval of a fee agreement between the County of Blair and Campbell Durrant PC for legal services at the following rates effective January 1, 2020 through any subsequent adjustment:

Principals	\$205.00/hour
Senior Associates	\$180.00/hour
Associates	\$170.00/hour
Paralegals and Law Clerks	\$130/00/hour

- I. **Lakemont Park Partnership:** Discussion concerning The Lakemont Partnership's Request for a Limited Waiver under its lease for Lakemont Park for the purpose of waiving the thirty (30) day notice requirement of Paragraph 8 of the Amended Lease Agreement dated May 9, 2006 between the Blair County Board of Commissioners and The Lakemont Partnership, and further acknowledging that in doing so, nothing herein will be construed of a waiver of any other terms set forth in the Amended Lease Agreement specifically including, but not limited to Paragraph 8.

J. **Garden Gate Florist, LLC Lease (MDJ Miller's Building, Tyrone):**

Requesting approval of a Lease Agreement between the County of Blair (Lessor) and Garden Gate Florist LLC (Lessee), for 2,410 square feet of space located at 5630 E Pleasant Valley Boulevard, Tyrone, PA, for an initial term of two (2) years commencing on September 1, 2021 and ending on August 31, 2023. Rent shall be in the amount of \$625.00 per month for the first year of the initial term and \$650.00 per month for the second year of the initial term.

13. **OLD BUSINESS**

None

14. **ADJOURN**