

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, SEPTEMBER 1, 2020, 10:00 A.M.**

**Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. 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. APPROVAL OF MINUTES – August 11, 2020
5. PUBLIC COMMENT
6. UPCOMING MEETINGS

Wednesday, September 2, 2020		
Thursday, September 3, 2020	8:30 a.m.	*Park & Recreation Advisory Board
Friday, September 4, 2020		
Monday, September 7, 2020	Courthouse Closed	Labor Day Holiday
Tuesday, September 8, 2020	10:00 a.m.	*Commissioners Work Session
Wednesday, September 9, 2020		
Thursday, September 10, 2020	9:30 a.m.	*Retirement Board
	10:30 a.m.	*Salary Board
Friday, September 11, 2020		
Monday, September 14, 2020	6:00 p.m.	Blair County Airport Authority (Contact Airport for meeting info.)
Tuesday, September 15, 2020	10:00 a.m.	*Commissioners Business Session
	6:00 p.m.	Blair County Library System Mtg. (Contact Library for meeting info.)

7. COMMISSIONERS COMMENTS

8. CONSENT AGENDA

Resolution 351-2020:

- a. Payment of the following five-5 Warrant Lists, which include payment of the

EFFECTIVE DATE	REFERENCE	AMOUNT
09/01/2020	200901MW	\$176,661.57
09/01/2020	200901SS	\$162,741.82
09/01/2020	200901FC	\$3,237.00
09/01/2020	200901CY	\$91,069.38
09/01/2020	200901CO	\$13,053.16

following invoices:

- UPMC Altoona, in the total amount of \$241.76.
- **2017 Bond/Project Fund/Courtroom #2 & HVAC Work:** David Albright, in the total amount of \$5,750.00, for Phase 5, work performed from 10/17/2019 through 07/28/2020.

- b. Ratification of the following four-4 Warrant Lists:

EFFECTIVE DATE	REFERENCE	AMOUNT
08/25/2020	200825FS	\$2,897.49
08/26/2020	200826RF	\$1,072.81
08/28/2020	20082MW	\$30,389.12
08/28/2020	200828HR	\$ 2,897.49

- c. Ratification of Total Payroll for the Check Dated August 27, 2020 in the total amount of \$801,413.93.

- d. **2020 Budget Transfer:** Legal Fees received from McNees Wallace for the month of July 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$313.50	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$2166.00	02105718-44080 Human Resources
01101GCO-44080 General County Operations	\$570.00	01152-44080 Coroner
01101GCO-44080 General County Operations	\$114.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$356.75	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$356.75	01150-44080 Register and Recorder
01101GCO-44080 General County Operations	\$6303.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$1591.50	013201-44080 CYF

- e. **Blair County Hospital Authority:** Requesting approval for the appointments of Justin Mandel and Cory S. Tubo to the Authority. Terms to expire December 31, 2020.

- f. **Employment:** Kara R. Snyder, From FT, Assessor I, Assessment Office, \$11.49/hr., To FT, Administrative Clerk, District Attorney's Office, \$10.25/hr., effective 08/31/2020; Sara J. Rossazza, From FT, Telecommunicator, 911 Center, \$14.67/hr., To PT, Telecommunicator, 911 Center, \$14.67/hr., effective 09/01/2020; Brandon M. Pfahler, FT, Caseworker I, CYF, \$30,381.00/yr., effective 08/26/2020; Robert S. Craig, PT, Deputy Coroner, Coroner's Office, \$75.00/shift, effective 08/31/2020; Jeffrey M. Farber, PT, Emergency Management & Hazmat Planner, EMA, \$16.21/hr., effective 08/31/2020; Trevor A. Hyle, FT, Sheriff's Deputy, Sheriff's Office, \$15.01/hr., effective 08/31/2020; David M. Martel, FT, APO Officer, APO, \$25,116.39/yr., effective 08/31/2020; Brittany N. Parshall, PT, Clerk Typist I, Prothonotary, \$10.25/hr., effective 08/31/2020; and Tanner K. Snyder, PT, Sheriff's Deputy, Sheriff's Office, \$13.21/hr., effective 08/31/2020.

- g. **Resignations:** Christian P. Fann, PT, Fill-In Corrections Officer, Prison, \$15.08/hr., effective 08/17/2020; Kimberly L. Sanders, FT, Sheriff's Deputy, Sheriff's Office, \$16.06/hr., effective 08/21/2020; Troy D. Boutiller, Sr., PT, Fill-In Corrections Officer, \$15.08/hr., effective 08/24/2020.
- h. **Terminations:** Julie M. Robertson, FT, Corrections Officer, Prison, \$20.53/hr., effective 08/21/2020.
- i. **Retirements:** Melissa A. Howard, FT, Officer Manager, Domestic Relations, \$12.70/hr., effective 08/31/2020.

9. UNFINISHED BUSINESS

Adoption of Resolutions:

Resolution 352-2020: A resolution approving to extend the KOEZ/KOIZ for seven (7) years for the following properties:

Name	Prior Authorizing Resolution	Old Tax ID	New Tax ID
Norfolk Southern	Resolution 185-2009	14-18-82-3 14-18-82-F	14.00-18..-082.03-000 14.00-18..-082.00-000
Basalt Trap Rock	Resolution 185-2009	3-20-151 3-20-82	03.00-20..-151.00-000 03.00-20..-082.00-000
Powell Property	Resolution 185-2009	3-20-170-1	03.00-20..-170.01-000
South Altoona Business Park	Resolution 238-2013	1.0RR-6-2-C2R 1.0RR-6-2-C2A	01.14-04..-031.00-000 01.14-04..-031.00-000

Resolution 353-2020: A resolution approving to advertise an Ordinance amending Ordinance 1-01 as amended by 2-04, 3-03, 4-03, 1-09, and 2-13 to extend the KOZ/KOEZ/KOIZ for seven (7) years for the following properties:

Name	Ordinance History	Old Tax ID	New Tax ID
Frankstown Twp.	Ord. 1-01, 2-04 & 2-13	8-3-102-1, 8-3-102-2 & 8-3-102B	08.00-03..-102.00-000
764 Associates	Ord. 4-03 & 1-09	2-13-14-A	02.00-13..-014.00-000
ABCD Corp.	Ord. 1-01 & 1-09	3-16-13-1A 10-16-37-3R	03.00-16..-013.01-000 10.00-16..-037.02-000
Phase 2 17 th Street Logan Twp. LP	Ord. 1-01 & 1-09	14-16-88A*	14.00-16..-088.00-000

*except 10 acres that was decertified in Ordinance 1-09

Resolution 354-2020: A resolution approving the revisions to the Bylaws for Blair HealthChoices reflecting recent changes to the contract with the Department of Human Services changing the contract year to a calendar year; and approval of revisions to the Bylaws that more accurately reflect and strengthen their fiduciary oversight of Blair HealthChoices.

Resolution 355-2020: A resolution approving the acceptance of the FY 2020-2021 Medical Assistance Transportation Program (MATP) initial fund allocation in the total amount of \$1,486,465.00.

Resolution 356-2020: A resolution approving a FY 2020-2021 renewal contract for Intellectual Disabilities between the County of Blair and Family Links, for the period of July 1, 2020 through June 30, 2021.

Resolution 357-2020: A resolution approving two-2 FY 2020-2021 renewal contracts for Early Intervention Services between the County of Blair and the agencies listed below for the period of July 1, 2020 through June 30, 2021:

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- UPMC Home Healthcare of Central PA d/b/a Home Nursing Agency

Resolution 358-2020: A resolution approving use of updated forms and informational documents used in relation to 911 Addressing as listed below:

911 Address Verification Letter	Used to officially notify stakeholders of a newly or previously assigned address.
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Addressing FAQ's	Answers common questions concerning 911 addressing.

Resolution 359-2020: A resolution approving the Convenience Fee Payment Processing Service Agreement between the County of Blair and Value Payment Systems (VPS) LLC for the processing of electronic payments to County of Blair from County of Blair taxpayers, citizens and/or customers via an electronic payment system owned operated and managed by VPS. Agreement will commence upon date of signing for a two-2 year period with a month-to-month term thereafter.

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Resolution 361-2020: A resolution approving a 2020-2021 Silver Partnership Agreement with the Huntingdon County Visitors Bureau for the promotion and advertisement of Fort Roberdeau throughout the Raystown Lake Region, in the amount of \$195.00.

10. OLD BUSINESS

None

11. NEW BUSINESS

Finance:

- a. 2nd Quarter Financial Results Presentation
- b. Authorization to Advertise a Debt Ordinance for a bank loan to refund the county’s outstanding 2011 Bond Series.

Blair County Elections:

Requesting approval of a Professional Services Agreement between the County of Blair and NPC, Inc., for Mail In and Absentee Ballot Printing and Mailing Services as listed below:

	Price
Mail-In/Absentee Ballot Package with <u>Windowed</u> Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet)	\$1.49/ mail package
Mail-In/Absentee Ballot Package with <u>Closed</u> Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet)	\$1.84/ mail package
Flat Program Management & Set-up Fee	\$7,500

If required, additional ballots will be charged at \$.50 each (ex. test deck or samples).

CARES Grant Program:

- a. Discussion concerning a proposal from Forever Media for one-1 of the following three-3 proposals:

OPTION 1

42:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
42:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
42:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
42:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
	Investment amount	\$2,700.00

OPTION 2

42:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
42:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
42:15 Commercials	HOT 100.1 FM	6 AM – 7 PM
42:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
	Investment amount	\$1,710.00

OPTION 3

42:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
42:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
42:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
42:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
42:15 Commercials	HOT 100.1 FM	6 AM – 7 PM
	Investment amount	\$3,204.00

- b. Requesting approval to create a Blair CARES Grant Program Facebook Account authorizing Nicole Hemminger and Jennifer Sleppy to serve as Administrators.
- c. Requesting authorization for up to \$500.00 in sponsored ads on the Blair CARES Grant Program Facebook Account.

12. ADJOURN

BUSINESS SESSION: TUESDAY, SEPTEMBER 1, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

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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 those attending the meeting 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: Scott Simmons and Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), A. C. Stickel (Controller), Sarah Seymour (Elections), Kay Stephens (Altoona Mirror), Colleen Knudsen (WTAJ), Helen Schmitt (Public), Rocky Greenland (Public Works) and Glenn Nelson (Fort Roberdeau).

Approval of Minutes – Tuesday, August 11, 2020:

Commissioner Erb called for corrections or changes to the minutes of August 11, 2020. **There were no corrections or changes noted.**

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to accept the minutes as prepared.

Public Comment:

Commissioner Erb called for public comment:

Kay Stephens stated that she would ask that as Jennifer Sleppy, Finance Director makes her presentation on the county’s 2nd Quarter Financial Report that she touches on county salaries’ being down and if there is going to be off setting costs for unemployment compensation that will affect the budget down the road.

Upcoming Meetings:

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Commissioners Comments:

Commissioner Erb called for commissioners comments.

Commissioner Webster stated that recently the Board of Commissioners as well as the Elections Office have received many inquiries from citizens regarding whether or not the county will be using valid drop boxes for the upcoming election. She stated that whether or not drop boxes can be used is currently the subject of litigation with two (2) lawsuits in which Blair County and the sixty-six (66) other Pennsylvania Counties are currently the defendant’s in. One case is in Commonwealth Court and the other is in Federal Court. Until litigation is resolved, the County is not able to comment on or make decisions on whether or not drop boxes can or cannot be used.

Commissioner Burke and Commissioner Erb – no comments noted.

Consent Agenda:

Resolution 351-2020:

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e. **Blair County Hospital Authority:** Requesting approval for the appointments of Justin Mandel and Cory S. Tubo to the Authority. Terms to expire December 31, 2020.

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i. **Retirements:** Melissa A. Howard, FT, Officer Manager, Domestic Relations, \$12.70/hr., effective 08/31/2020.

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

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 351-2020 with the abstention as noted.

Unfinished Business:

Adoption of Resolutions:

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Commissioner Erb noted his abstention due to a conflict of interest on the adoption of Resolution 357-2020.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 357-2020 with the abstention as noted.

Resolution 358-2020: A resolution approving use of updated forms and informational documents used in relation to 911 Addressing as listed below:

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Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 361-2020.

Old Business:

None

New Business:

Finance:

- a. 2nd Quarter Financial Results Presentation
Jennifer Sleppy, Finance Director presented the following information:

2nd Quarter Financial Results 2020

JUNE 30, 2020

2020 BUDGET

Total Revenue: \$37,044,304 – 67.52%
 • w/o Tax Revenue: \$7,602,771 – 33%
 • w/o Tax Revenue or Federal Reimbursements: \$3,946,084 – 48%
 Total Expenses: \$23,646,884 – 41.64%

Revenue: \$54,888,572
 Expenses: \$56,782,293
 Budgeted Shortage: **(\$1,893,721)**

June 2020 Results: \$13,397,479

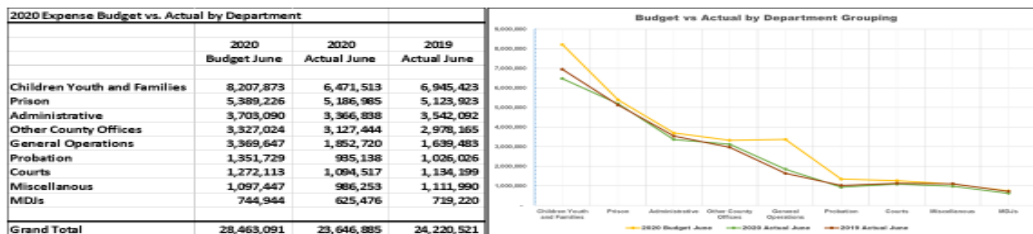
Mrs. Sleppy stated that the above slide shows the county’s overall financial results through June 30 and the 2020 approved budget totals. She stated that though June 30 the expectation is that revenues and expenses would be at roughly 50% of the yearly budget, and total revenue is at 67.52% of budget through June 30.

Mrs. Sleppy stated that revenue will be effected by the timing of tax payments through June 30, with revenue expected to be higher than ½ of the budgeted amount. She stated that without accounting for taxes, revenue is only at 33% of budget.

Mrs. Sleppy stated that breaking this information down further shows that revenue is being effected by either federal and state reimbursements, which are due to lower expenses through June, or most likely the timing of reimbursement report filings. She stated that other revenues are at 48% of budget through June 30 indicating that revenues are catching up from the prior 1st Quarter Report where revenues were trending lower.

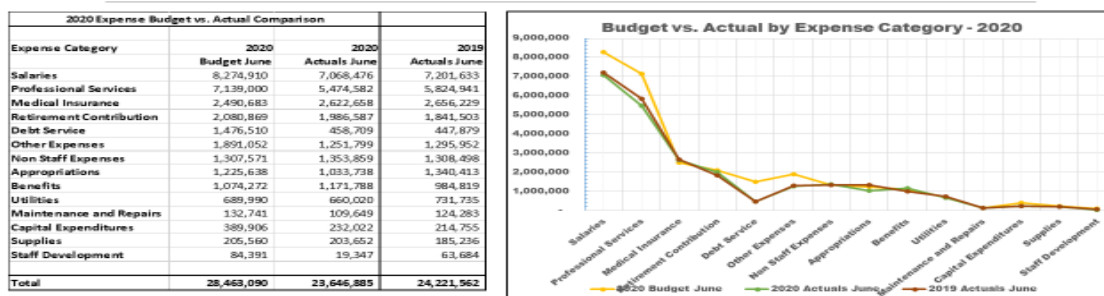
Mrs. Sleppy stated that through June 30 expenses are at 41.65% of budget and that she expects to see the expense percentage increase throughout the remainder of the year, as the June results would have included county staff furloughs.

Total Expenses: \$23,646,885 – 41.64%



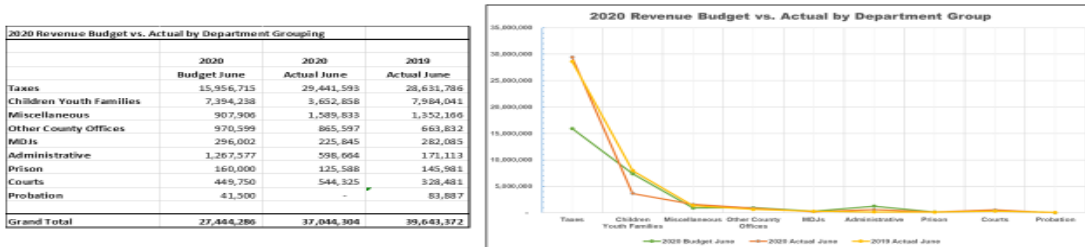
Mrs. Sleppy stated that the above table and graph compares the 2020 Budget expectation to the 2020 Actuals for June and the 2019 Actuals through June by departmental groupings. She stated that most of the departments are at or under budget expectations for June and are very close to or under expense levels shown for June of 2019.

Total Expenses: \$23,646,885 – 41.64%



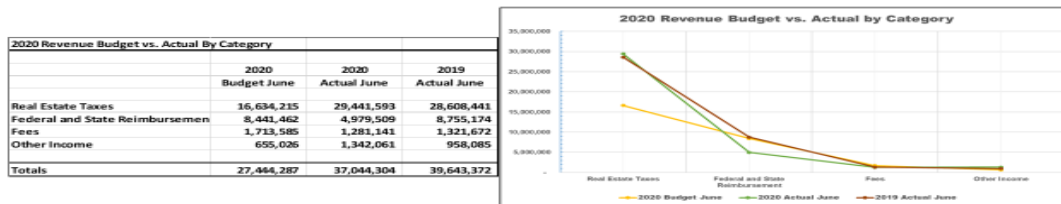
Mrs. Sleppy stated that the above table and graph compares the same information by expense category. She stated that total expenses through June 30 are at lower levels than the same time-period in 2019, and that most expenses are under their budget expectation through June 30 with the exception of non-staff expenses, benefits and medical insurance.

Total Revenue: \$37,044,304 – 67.52%



Mrs. Sleppy stated that the above table and graph compares the 2020 Revenue expectation to the 2020 Actuals for June and the 2019 Actuals through June by departmental groupings. She stated that almost all of the departments are under their expected revenue budget targets through June 30.

Total Revenue: \$37,044,304 – 67.52%



Mrs. Sleppy stated that the above information and graph compares the same information by Revenue category. She stated that total revenue through June 30 is at lower levels than the same time-period in 2019. She stated that Revenue categories, other than Real Estate Taxes and Other Income are under their 2020-targeted budgets through June 30.

Mrs. Sleppy stated that 2020 Revenue is an area expected to continue under budget through the end of the year, including Real Estate Tax Revenue.

2020 Tax Revenue Comparison

Month	2018	2019	2020
Jan - Feb	\$ 605,526	\$ 753,538	\$ 656,136
March	\$ 3,725,139	\$ 3,988,305	\$ 4,200,816
April	\$ 10,621,532	\$ 9,388,045	\$ 6,635,506
May	\$ 12,009,230	\$ 13,705,940	\$ 16,582,291
June	\$ 2,429,899	\$ 1,917,978	\$ 1,366,844
July - August 15th	\$ 684,498	\$ 715,173	\$ 1,585,933
Totals	\$ 30,075,824	\$ 30,468,979	\$ 31,027,527

- Average of 2018 and 2019 Tax Collections adjusted for 3.79% tax increase is \$31,474,216
- 2020 Taxes Collected thru August 15, 2020 are: \$31,027,527
- Tax Collections are behind (\$446,689) compared to average collections over the last two years
- Current Tax Receipts are budgeted at \$31,928,429 for 2020.
- Remaining budgeted current taxes collections are \$1,557,038. Receipts from 8/15– 12/31 average \$950,000.

Mrs. Sleppy stated that the above table shows detailed tax receipts in 2020 compared to receipts over the last two-2 years. She stated that tax receipts through August 15 show higher than receipts through the same time-period in 2018 and 2019; however, she stated for a true comparison the average needs adjusted for a tax increase in 2020.

Mrs. Sleppy stated that the average receipts adjusted for the 3.79% 2020 tax increase would be \$31,474,216. She stated that actual receipts through August 15 are \$31,027,575 and that only \$30,371,439 of that applies to 2020 tax collections.

Mrs. Sleppy stated current tax collections are \$446,689 behind the average collections from 2018 and 2019. She stated that current taxes budgeted for 2020 are \$31,928,429, remaining current taxes to be collected are \$1,557,038, and average collections from August 15 through the end of the year are \$950,000.

Mrs. Sleppy stated that while \$446,686 under average collections is not a large percentage, to the county it is a large loss of revenue. She stated that if remaining tax collections follow the average levels, even adjusted for a 3.79% increase, they would only total \$986,000, leaving the county \$571,033 short of their budgeted tax collections for 2020.

Tax Revenues are still trending 1.4% behind average.

- Would result in tax revenues of \$32,802,670

Other revenues are trending 15% behind budget.

- Would result in other revenues of \$19,540,890

Total Revenue would be \$52,343,560

- 95% of total budgeted revenue

Expenses continue to trend 9% behind budget

Total Expenses would be \$51,671,887

- These results include wages that are 5% under budget through July 31, 2020.
- These results include lower travel and staff development expenses due to canceled training and conferences.

All furloughed workers have returned to their regular schedules. We expect to see staff expenses rise to normal levels through December 31.

Mrs. Sleppy stated that the above information summarizes the county's results through June 30. She stated that other revenues adjusting for some know time difference are still trending 15% behind budget and that combining that result with the currently trending tax revenue results would yield \$52,343,560 in revenues for 2020.

Mrs. Sleppy stated that expenses continue to trend 9% below budget. She stated that Wages, the largest county expense, are currently trending 5% below budgeted levels, and that the county expects this percentage to decrease as the 5% contains results from months where employees were furloughed due to COVID.

- b. Jennifer Sleppy requested authorization to Advertise a Debt Ordinance for a bank loan to refund the county's outstanding 2011 Bond Series.

Commissioner Erb stated that the 2011 Bond is callable at par value on 10/01/2020.

Discussion followed.

Resolution 362-2020: A resolution approving to Advertise a Debt Ordinance for a bank loan to refund the county's outstanding 2011 Bond Series.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 362-2020.

Elections:

Sarah Seymour requested approval of a Professional Services Agreement between the County of Blair and NPC, Inc., for Mail In and Absentee Ballot Printing and Mailing Services as listed below:

	Price
Mail-In/Absentee Ballot Package with <u>Windowed</u> Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet)	\$1.49/mail package
Mail-In/Absentee Ballot Package with <u>Closed</u> Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet)	\$1.84/mail package
Flat Program Management & Set-up Fee	\$7,500

If required, additional ballots will be charged at \$.50 each (ex. test deck or samples).

Mrs. Seymour stated that the county has requested approval through the Department of State for use of the Mail-In/Absentee Ballot Package with Windowed Outer Envelope; however, we have not yet received their approval. She stated that the price for the package with a windowed outer envelope as outlined above is in the amount of \$1.49/mail package and a flat program management and set-up fee of \$7,500.00.

Solicitor Karn explained to the Commissioners that the contract with NPC has been directly negotiated as a Professional Service. The county has a contract with William Penn to print the ballots used on Election Day. County election staff printed and mailed the approximate 12,000 absentee and mail-in ballots for the 2020 primary election. Currently the requests have exceeded this number for mail-in and absentee ballots for the November election. While the contract with NPC includes printing ballots, the majority of the contract involves the assembly of the ballot packet and ensuring the correct ballot is sent to the requestor. NPC is a high security facility meeting all federal and IRS guidelines and is equipped to meet the 48-hour requirement to send a ballot after a request is made.

Discussion followed.

Resolution 363-2020: A resolution approving a Professional Services Agreement between the County of Blair and NPC, Inc., for Mail In and Absentee Ballot Printing and Mailing service.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 363-2020.

CARES Grant Program:

- a. Chief Clerk Hemminger presented discussion concerning a proposal from Forever Media for one-1 of the following three-3 proposals:

OPTION 1

42:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
42:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
42:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
42:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
	Investment amount	\$2,700.00

OPTION 2

42:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
42:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
42:15 Commercials	HOT 100.1 FM	6 AM – 7 PM
42:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
	Investment amount	\$1,710.00

OPTION 3

42:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
42:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
42:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
42:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
42:15 Commercials	HOT 100.1 FM	6 AM – 7 PM
	Investment amount	\$3,204.00

- b. Chief Clerk Hemminger requested approval to create a Blair CARES Grant Program Facebook Account authorizing Nicole Hemminger and Jennifer Sleppy to serve as Administrators.
- c. Chief Clerk Hemminger requested authorization for up to \$500.00 in sponsored ads on the Blair CARES Grant Program Facebook Account.

Mrs. Hemminger stated that with the September 11, 2020 deadline fast approaching for the submission of the CARES Grant Application, the county wants to promote the availability of financial aid for small businesses, tourism and nonprofit agencies who have experienced COVID-19 expenses and revenue losses.

Mrs. Hemminger presented three-3 options of radio advertising stating that the advertisements would run for seven-7 days. She also stated that the county would like to create a Blair CARES Grant Program Facebook Account with herself and Finance Director Jennifer Sleppy serving as the account administrators, as well as authorization to spend up to \$500.00 in sponsored ads on the account.

Mrs. Hemminger stated that the advertising costs would be paid from the grant portion allocated for administrative costs.

Discussion followed.

Commissioner Erb stated that he knows that timing is a factor with moving along with the advertising campaign, however, he is recommending to recess today’s meeting and reconvening on Thursday, September 3, 2020 at 10:00 a.m. to allow time for Mrs. Hemminger to seek a more comprehensive advertising campaign that includes not only radio advertising and Facebook but newspaper as well.

Commissioners Webster and Burke echoed Commissioner Erb’s recommendation.

Resolution 364-2020: A resolution approving to create a Blair CARES Grant Program Facebook Account authorizing Nicole Hemminger and Jennifer Sleppy to serve as Administrators.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 364-2020.

Resolution 365-2020: A Resolution approving authorization for up to \$500.00 in sponsored ads on the Blair CARES Grant Program Facebook Account.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 365-2020.

Meeting recessed until Thursday, September 3, 2020, 10:00 a.m.

RECONVENED MEETING: THURSDAY, SEPTEMBER 3, 2020, 10:00 A.M.:

Location: Participation by telephone conference only.

Public meetings are being held by conference call while the county is under the Governor’s Green Phase of reopening. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#

Reconvened Meeting Called to Order:

Commissioner Erb called the reconvened meeting to order.

Roll Call:

Members Present:

Commissioner Erb, Commissioner Burke, Commissioner Webster and Chief Clerk Hemminger.

Members Absent:

Solicitor Karn.

Others Present:

Melissa Harpster (Commissioners Office), Sarah Chuff (Finance), A.C. Stickel (Controller), and Kay Stephens (Altoona Mirror).

Public Comment:

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

New Business: (continued)

CARES Grant Program:

- a. Chief Clerk Hemminger presented discussion concerning a proposal from Forever Media for one-1 of the following three-3 proposals:

OPTION 1

30:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
30:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
30:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
30:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
	Investment amount	\$1,620.00

OPTION 2

30:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
30:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
30:15 Commercials	HOT 100.1 FM	6 AM – 7 PM
30:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
	Investment amount	\$1,026.00

OPTION 3

30:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
30:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
30:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
30:15 Commercials	WFBG 1290 AM	6 AM – 7 PM
30:15 Commercials	HOT 100.1 FM	6 AM – 7 PM
	Investment amount	\$1,980.00

Discussion followed.

- b. Chief Clerk Hemminger presented discussion concerning a proposal received from Lightner Communications LLC, their affiliates and their Radio Stations’ collectively, in the total amount of \$2,000.00, as outlined below:
 - 8:15 second commercials per day on six-6 Lightner Communications Stations (240 total commercials).
 - Three-3 live reads per day on five-5 Lightner Communications Stations (all stations with the exception of Jack FM, 75 total live reads).
 - A duplicate schedule of commercials running on all six-6 stations streaming live online.
 - One-1 Facebook post directing followers to the Blair County CARES Webpage for more information on all six-6 Lightner Communications Stations in the Region.
 - All Commercials will run Saturday-Wednesday with Facebook promotion occurring during the same period.

Discussion followed.

- c. Chief Clerk Hemminger requested authorization to advertise in the Altoona Mirror a ¼-page color ad, in the total amount of \$661.50.

Discussion followed.

- d. Chief Clerk Hemminger requested authorization to advertise in the Tyrone Daily Herald two-2 days of color, break page ads, in an amount up to \$500.00.

Mrs. Hemminger stated that the ads would run in the Saturday and Wednesday editions of the Tyrone Daily Herald, in the approximate amount of \$348.00 for both days.

Discussion followed.

Resolution 366-2020: A resolution approving the proposals received for advertising promotions of the Blair CARES Grant Application Process with Forever Media, Lightner Communications LLC, the Altoona Mirror and the Tyrone Daily Herald as outlined below:

1. Forever Media, in the total amount of \$1,620.00 as follows:

30:15 Commercials	FROGGY 98.1 FM	6 AM – 7 PM
30:15 Commercials	WALY 103.9 FM	6 AM – 7 PM
30:15 Commercials	ROCKY 104.9 FM	6 AM – 7 PM
30:15 Commercials	WFBG 1290 AM	6 AM – 7 PM

2. Lightner Communications LLC, their affiliates and their Radio Stations' collectively, in the total amount of \$2,000.00 as follows:

8:15 second commercials per day on six-6 Lightner Communication Stations (240 total commercials).
Three-3 live reads per day on five-5 Lightner Communication Stations (all stations with the exception of Jack FM, 75 total live reads.)
A duplicate schedule of commercials running on all six-6 stations streaming live online.
One-1 Facebook post directing followers to the Blair County CARES Webpage for more information on all six-6 Lightner Communications Stations in the Region.
All Commercials will run Saturday-Wednesday with Facebook promotion occurring during the same period.

3. And, authorization to advertise as outlined below:

Altoona Mirror a ¼-page color ad, in the total amount of \$661.50.
Tyrone Daily Herald two-2 days of color, break page ads, in an amount up to \$500.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 366-2020.

Meeting Adjourned:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk