

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, FEBRUARY 14, 2023, 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, February 15, 2023	10:00 a.m.	Board of Assessment Appeals
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, February 16, 2023	8:30 a.m.	*Prison Board (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	1:00 p.m.	*Board of Elections Meeting (Commissioners Meeting Room)
Friday, February 17, 2023		
Monday, February 20, 2023		Presidents' Day Courthouse Closed
Tuesday, February 21, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

6. **APPROVAL OF MEETING MINUTES – 01/31/23 and 02/02/23**
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**
9. **CONSENT AGENDA**

Resolution 71-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
02/14/2023	230214SS	270,893.90
02/14/2023	230214CY	149,940.47
02/14/2023	230214WW	153,194.89

Which include payment of the following invoice:

- Thomas and Chandra Jandora, in the total amount of \$1,550.00.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
02/09/2023	230209RF	\$ 161.45
02/08/2023	230210FP	\$258,556.50
02/06/2023	230206FS	\$ 1,383.73
02/02/2023	230202WC	\$ 12,168.65

- c. Ratification of Total Payroll for the Check Dated February 10, 2023, in the total amount of \$951,018.50.
- d. **2023 Budget Transfer:** Charges received from Justifacts for the month of January 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$117.75	762011-42000 APO
01101GCO-42000 General County Operations	\$348.48	013201-42000 CYF
01101GCO-42000 General County Operations	\$129.10	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$129.10	01161MD-42000 MDJ Dunio
01101GCO-42000 General County Operations	\$138.53	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$367.60	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$147.75	01602-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$147.75	01103HW-42000 Public Works – Highway
01101GCO-42000 General County Operations	\$125.10	011192-42000 Records Management
01101GCO-42000 General County Operations	\$117.75	01151-42000 Sheriff

- e. **2022 Budget Transfer:** Second half of the security camera installation project.

<u>From</u>	<u>\$</u>	<u>To</u>
01202-46060 JPO	\$2,363.50	36101-46060 Capital Reserve

- f. **2023 Budget Transfer:** Second half of the security camera installation project.

<u>From</u>	<u>\$</u>	<u>To</u>
36101-46060 Capital Reserve	\$2,363.50	01202-46060 JPO

- g. **2023 Budget Transfers:** Insurance deductible fee from PCoRP:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44960 General County Operations	\$1,000.00	01103HW-44960 Highway
01101GCO-44960 General County Operations	\$1,000.00	01602-44960 EMA

- h. **Employment:** Amber D. Phillips, FT, Director, Cost and Fines, \$19.71/hr., effective 02/07/23; Robin D. Collins, PT, Probation Officer Support, APO, \$11.58/hr., effective 02/13/23; Andrea G. Dotts, FT, Caseworker I, CYF, \$17.29/hr., effective 02/13/23; and Kellie M. Novack-Glunt, From, FT, Telecommunicator, Public Safety/911, \$16.54/hr., To, PT, Telecommunicator, Public Safety/911, \$16.54/hr., effective 02/17/23.
- i. **Resignations:** Kimberly A. Weber, FT, Custodian, Public Works/Custodial Services, \$17.39/hr., effective 02/06/23; Gladys J. George, FT, Department Clerk I, Domestic Relations, \$11.20/hr., effective 02/08/23; Shauna E. Ulrich, FT, Administrative Support, Public Safety/EMA, \$12.16/hr., effective 02/09/23; Allen M. Kidd, FT, Deputy, Sheriff's Office, \$15.75/hr., effective 02/13/23; and Danielle C. Simmons, PT, Telecommunicator, Public Safety/911, \$17.30/hr., effective 02/17/23.

10. STAFF REPORTS & SPECIAL BUSINESS

A. **Farmland Preservation:**

Requesting approval of an Agreement for the Sale and Purchase of an Agricultural Conservation Easement between the Commonwealth of Pennsylvania in Perpetuity and Linda M. Longenecker, 801 Poverty Hollow Road, Williamsburg, PA and the County of Blair, acting through its Agricultural Land Preservation Board, in the total purchase price of \$122,288.00. Said easement will be 100% Commonwealth. The Commonwealth shall reimburse all costs of easement at the time of settlement. Approximately half of the easement cost will be paid/reimbursed by the Federal Farmland Preservation Program.

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

- i. Requesting approval of a FY 20/22 renewal Purchase of Service Agreement and a Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families (CYF), and Centre County Youth Services Bureau.
- ii. Requesting approval of a FY 20/21 renewal Purchase of Service Agreement and a Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families (CYF), and KidsPeace National Centers.
- iii. Requesting approval of the CWIS FY 20/21 Child Accounting and Profile System Agreement between the County of Blair, on behalf of Children, Youth and Families and Avanco International, Inc., in the total fixed price amount of \$5,149.58, effective July 1, 2020 through June 30, 2021.
- iv. Requesting approval of a Child Accounting and Profile System Application Service Provider Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, in the amount of \$37,218.00, for the Case Management Software System, for the period of July 1, 2020 through June 30, 2021.
- v. Requesting approval of a HIPAA Business Associate Agreement Addendum between the County of Blair on behalf of Blair County Children, Youth and Families and AVANCO International, Inc., for the Child Accounting and Profile System Application Service (CAPS).

- C. **Department of Emergency Services:** Requesting approval of a Service Agreement between the County of Blair, Blair County 911 Center and Ravine Industries, for embroidered logo uniform shirts, in an amount not to exceed \$2,800.00 for one-1 year.

D. **Social Services:**

Requesting approval for the submission of the FY 21/22 Income and Expense Report for the Human Services Block Grant for the Mental Health, Intellectual Disabilities, Drug and Alcohol and Human Services Programs.

E. **Fort Roberdeau:**

Requesting approval of a Letter of Engagement with Young, Oakes, Brown & Company (YOBCO) to complete a financial audit of the Fort Roberdeau Association for year ended December 31, 2022, in the estimated fee range of \$2,500.00 to \$3,500.00 to be paid by the Fort Roberdeau Association.

F. **Human Resources:**

Requesting approval of a renewal rate quote received from Vision Benefits of America (VBA), for the voluntary employee buy-up vision policy, Group #3433, for the period of 04/01/23 through 03/31/25 at the following rates:

- Employee Only \$ 7.50
- 2-Party \$14.25
- Family \$19.50

G. **Highway Department:**

Requesting approval of an equipment-servicing contract between the County of Blair and Foster Wineland for services needed to Blair County Highway Department Equipment at the following rates for year 2023:

- Shop Rate \$135.00/hr.
- Field Rate \$145.00/hr. plus travel time & mileage (\$3.85/mile)
- Steam Cleaning \$145.00/hr.
- Environmental Fees 1% of the work ordered total (capped at \$250.00)
- Shop Supplies 2% of the work order total (capped at \$500.00)
- Software Update \$25.00 plus labor to install
- Rubber Track Disposal Fee \$50.00 per machine
- Hauling Services Kenworth \$125.00/hr. plus permit costs plus 15% fuel surcharge
(Pricing may change throughout the year, and quotes and estimates can be made available for any work that may be needed.)

H. **Facility Maintenance:**

Requesting approval of an automotive repair/maintenance service agreement between the County of Blair and Zeigler Chevrolet, Inc., for county owned vehicles, at the hourly rate of \$138.00 for the period of 01/01/23 through 12/31/23.

I. **Prison:**

Requesting approval of a quote received from Schultz Company, to replace the roof top unit #2 heat exchanger at the Blair County Prison, in the total amount of \$4,376.00.

J. **Blair County Historical Society:**

Requesting approval of a letter of support for the submission of a Keystone Historic Preservation Planning Grant Application by the Blair County Historical Society for the Baker Mansion Preservation Assessment Project.

K. **Commissioners Office:**

- i. Requesting approval of an Agreement for Services for Solicitor and Assistant Solicitor between the County of Blair and Evey Black Attorneys LLC for the monthly amount of \$225.00 and abstracting at \$150.00 per hour on an as needed basis.
- ii. **Deed in Lieu of Condemnation:**
Requesting approval of a Resolution accepting a Deed in Lieu of Condemnation for a portion of property owned by Kathleen M. Lingenfelter (formerly owned by Kennedy Housing LLC), and rescinding the portion of Resolution 445-2021 dated 10/14/21 related to this subject property.

11. **OLD BUSINESS**

Commissioners:

Requesting approval of a Letter of Commitment from the County of Blair to UPMC Altoona Foundation for American Rescue Plan Act (ARPA) funds, in the total amount of \$200,000.00, to support a new Emergency Psychiatric Assessment Treatment and Health (EMPATH) Unit.

12. **ADJOURN**