

WORK SESSION: TUESDAY, JANUARY 24, 2023, 10:00 A.M.

Location: Commissioner’s 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.

Members Absent:

Assistant Solicitor Muriceak

Others Present:

Jim Brown (Salvation Army), Sue Ammerman (EMA), Allison Senkevich (Commissioner’s Office), Lindsay Dempsie (Finance), Rebecca Robinson (Purchasing), Sarah Seymour (Elections), AC Stickel (Controller), Sue St. Martin (Tax Claim), James Ott (Sheriff), Tricia Maceno (Social Services), Trina Illig (Social Services), and Kay Stephens (Altoona Mirror).

Upcoming Meetings

Wednesday, January 25, 2023	3:00 p.m.	Blair HealthChoices Mtg. (Blair HealthChoices)
Thursday, January 26, 2023	8:30 a.m.	Planning Commission Mtg. (Altoona Water Authority)
	10:00 a.m.	*Commissioners Business Session (Commissioners Mtg. Room)
Friday, January 27, 2023		
Monday, January 30, 2023		
Tuesday, January 31, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Mtg. Room)

Executive Session Announcement:

Chief Clerk Nicole Hemminger stated there will be an Executive Session on Wednesday, 1/25 at 10:00am with Commissioner Bruce Erb, Commissioner Laura Burke, Commissioner Amy Webster, John Baker - Labor Council, and Katherine Swigart - Director of Human Resources to discuss a Collective Bargaining Agreement.

Approval of Meeting Minutes – 01/17/23 and 01/19/23:

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

Public Comment:

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

Commissioners Comments:

Commissioner Erb called for commissioners comments. **There were no comments noted.**

Consent Agenda

Resolution #35-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/24/2023	230124WW	\$390,572.05
01/24/2023	230124SS	\$553,379.70
01/24/2023	230124CY	\$167,303.49

Which include payment of the following invoices:

- Blair Senior Services, in the total amount of \$912.60.

b. Ratification of the six-6 following Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/18/2023	230117CA	\$4,096.10
01/18/2023	230117FP	\$4,575.00
01/19/2023	230119HR	\$5,678.13
01/17/2023	WIRE_001	\$2,663.51
01/17/2023	230117FS	\$ 950.47
01/17/2023	230117SS	\$5,743.35

Which includes payment of the following invoices:

- UPMC Altoona, in the total amount of \$5,743.35.

- c. **2022 Budget Transfer:** For equipment ordered in 2022 but not received.

From	\$	To
01117-46060 Information Technology	\$4,441.84	36101-46060 Capital Reserve

- d. **2023 Budget Transfer:** For equipment ordered in 2022 but not received.

From	\$	To
36101-46060 Capital Reserve	\$4,441.84	01117-46060 Information Technology

- e. **2023 Budget Transfer:** \$495.00 Roberts Pest Control and \$102.80 Liberty Fire Extinguishers

From	\$	To
01103BM-44030 Professional Srvc.	\$495.00	44122-44740 911/E Center
01103BM-44030 Professional Srvc.	\$102.80	44122-44740 911/E Center

- f. **Employment** Shauna E. Ulrich, FT, Administrative Support, EMA, \$12.16/hr., effective 01/23/23.

- g. **Retirements:** Sally J. Adams, FT, Director, Costs and Fines, \$40,877.20/yr., effective 01/21/23; and Robin D. Collins, FT, Corrections Officer, Prison, \$22.00/hr., effective 01/28/23.

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

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

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 35-2023 with the abstentions as noted.

Staff Reports & Special Business

Salvation Army:

Jim Brown provided an update on the TEFAP report for 2022.

Mr. Brown mentioned there were 86 tons of food distribution in the last fiscal year which included servicing 96,000 households comprised of over 200,000 individuals.

He also discussed the increase in demand for assistance in the last year, but the Salvation Army is serving the 11 food pantries and 4 soup kitchens as best as they can.

Children, Youth & Families:

- i. Chief Clerk Nicole Hemminger requested approval of the FY 20/21 and FY 21/22 Purchase of Service Agreement and Business Associate Agreement between the County of Blair, Blair County Children, Youth & Families (CYF) and City Mission-Living Stones, Inc.

Mrs. Hemminger clarified the cost per day for the housing services and the funding source for each program.

Discussion followed.

- ii. Chief Clerk Nicole Hemminger requested approval of the FY 20/21 and FY 21/22 Purchase of Service Agreement and Business Associate Agreement between the County of Blair, Blair County Children, Youth & Families (CYF) and Merakey.

Mrs. Hemminger clarified the cost per day for the housing services the funding source for each program.

Discussion followed.

Social Services:

- i. Trina Illig requested approval of the acceptance of a conditional award of HOME Investment Partnerships Program Funds from the Department of Community and Economic Development (DCED) (EAS #20208129536), in the total amount of \$315,000.00, conditioned upon the submittal and subsequent DCED approval of an Environmental Review; and authorization for the Blair County Board of Commissioners to sign the final (HOME) grant agreement through the Commonwealth's eContracting process through the Department of Community & Economic Development (DCED).
- ii. Trina Illig requested approval for the submission of a Whole-Home Repairs Program Grant Application to the Department of Community and Economic Development (DCED), in the total amount of \$741,487.00; and authorization for Commissioner Bruce R. Erb, Chairman to sign the electronic single application documents.

Trina Illig said there were 104 applicants with a \$50,000 maximum grant allowance per unit. She also mentioned that the total allocation from DCED was based on a formula, which considered the average median income of Blair County.

Discussion followed.

Department of Emergency Services/911E:

Sue Ammerman requested approval of two-2, one-1 year preventative maintenance agreements between the County of Blair, Department of Emergency Services/911E and PALCO Sales Corporation, for two-2 generators, KW-20, and KW-125, in the total annual amounts of \$627.58 and \$1,129.14 respectively.

No discussion.

Tax Claim:

Sue St. Martin requested approval of an agreement between the County of Blair for Blair County Tax Claim Bureau and InfoCon for the electronic transfer of unpaid 2022 taxes submitted by twenty-five (25) local tax collectors at the rate of \$95.00 per municipality for a total amount of \$2,375.00.

No discussion.

Elections/Voter Registration:

Sarah Seymour requested approval for 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 \$168,465.13.

Commissioner Bruce Erb asked Ms. Seymour to elaborate on any plans for the remaining balance of the grant funds.

Ms. Seymour advised the balance of the funds would be used to purchase a second high-speed scanner, an envelope opener, and all associate costs, including payroll, for conducting the 2023 primary election.

Discussion followed.

Logan Township:

Chief Clerk Nicole Hemminger requested approval of a Letter of Support for the submission of a Green Light Go Grant Application, to the Pennsylvania Department of Transportation (PennDOT), in the total amount of \$707,441.00, by Logan Township, to make traffic signal improvements to State Route (SR) 0036 Penn Street/Logan Boulevard. Total project cost is \$884,301.00, and includes a 20% match from the four-4 participating municipalities of Logan Township, the City of Altoona, Allegheny Township and the Borough of Hollidaysburg, in amount of \$176,860.00.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 36-2023 with the abstentions as noted.

Pennsylvania Highlands Community College Foundation:

Chief Clerk Nicole Hemminger requested approval for ratification of a Letter of Support for the submission of a Veterans' Trust Fund Grant Program Application to the Commonwealth of Pennsylvania, Department of Military and Veterans' Affairs by the Pennsylvania Highlands Community College Foundation for funding to provide educational support to veterans.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 37-2023 with the abstentions as noted.

Old Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk