

**WORK SESSION: TUESDAY, MARCH 19, 2024, 1:00 P.M.**

Location: Commissioners Meeting Room, Basement.

*\*Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial-1-309-205-3323 or-1-646-876-9923, enter meeting number 988 9066 9264, and enter the meeting passcode 423423.*

**CALL TO ORDER:**

Commissioner Kessling called the meeting to order.

**MOMENT OF SILENT REFLECTION:**

Commissioner Kessling called for a moment of silent reflection.

**PLEDGE OF ALLEGIANCE TO THE FLAG:**

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

**ROLL CALL:**

**MEMBERS PRESENT:**

Commissioner Kessling, Commissioner Webster, and Chief Clerk Hemminger.

**MEMBERS ABSENT:**

Commissioner Burke, Solicitor Nathan Karn, and Assistant Solicitor Jeff Muriceak.

**OTHERS PRESENT:**

Kay Stephens (Altoona Mirror), Lindsay Dempsey and Brandon Meck (Finance), Paul Shaffer (Public Works – Highway), Mindy Hostler (CYF), Allison Senkevich and Lori Guyer (Commissioners), Abbie Tate (Prison), Anita Terchanik (Register/Recorder), Melena Koegler and Sandy Holencik (Human Resources), Tricia Johnson and Melissa Gillin (Social Services), Mark Taylor (Public Safety), Allison Seidel (Victim/Witness) Nate Taylor (Public Access Channel), Reverend Roy Stewart, Harry Houek, Larry Weaver, John Eichelberger, Dan Kurtz, Shandra Waksmonski, Dave Ellis, Joe Merrill, and Scott Durbin, (Public).

**EXECUTIVE SESSION ANNOUNCEMENT:**

Chief Clerk Nicole Hemminger confirmed there were no executive sessions since the last meeting, March 14, 2024.

**APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES – 2/20 and 2/22; and 3/12 and 3/14**

Chief Clerk Hemminger noted that the minutes for 2/20 and 2/22 were approved in previous Board of Commissioners meetings and noted these dates were incorrect and should have read 2/27 and 2/29. She requested the approval of the minutes for 2/27/24, 2/29/24, 3/12/2024 and 3/14/2024 be delayed until the next Board of Commissioners meeting on 3/21.

**PUBLIC COMMENT:**

Commissioner Kessling called for public comment.

Reverend Roy Stewart (Altoona) commended the Commissioners on their attention to fiscal spending. He continued that he and his study group at his church are concerned with artificial intelligence and the impact that technology may have on voting. He requested an itemization of the costs of voting machines, software, and other costs compared with paper ballots.

**COMMISSIONER COMMENTS:**

Commissioner Kessling called for commissioner comments.

Commissioner Kessling announced that the Commissioners are keeping “Open Discussion” on future Thursday Board of Commissioners Business Sessions to address topics of interest to the community. The next topic being discussed at the March 28<sup>th</sup> meeting will be Opioid Settlement Funds.

**CONSENT AGENDA:**

**Resolution 143 – 2024**

a. Payment of the following 4-Four Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/19/2024	240319CY	757,116.21
03/19/2024	240319SS	300,251.69
03/19/2024	240319WW	380,383.92
03/12/2024	240312CY	44,751.63

b. Ratification of the following 10-Ten Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/14/2024	240314EH	19,599.60
03/14/2024	240314RA	300.00
03/13/2024	240313TC	494.00
03/12/2024	240312PC	21,649.54
03/12/2024	240317WC	3,400.00
03/11/2024	240311RF	660.01
03/11/2024	240311FS	750.37
03/08/2024	240229HR	6,886.36
03/08/2024	240215HR	9,556.97
03/08/2024	240208HR	11,271.07

c. **2024 Budget Transfer:** To cover legal fees from Campbell Durrant from February 2024:

From	\$	To
01101GCO-44080 General County Operations	\$4057.14	01209PO-44080 Prison

d. **2024 Budget Transfer:** To cover fees from annual audit expenses:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44020 General County Operations	\$2,500.00	08607-44020 Fort Roberdeau

e. **2024 Budget Transfer:** To cover maintenance on county vehicles:

<u>From</u>	<u>\$</u>	<u>To</u>
01103HW-44730 Highway	\$1,000.00	113201-44730 CYF

f. **2024 Budget Transfer:** To cover January legal fees from Fanelli Willett:

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44080 General County Operations	\$402.50	01101-44080 Commissioners

**Resignations:** McCulley, Brian E., FT, Deputy, Controller, \$52,571.48 yearly figure, effective 3/15/24. Orona, Terri L., PT, Telecommunicator, Public Safety-911, \$18.78/hr., 19 hr. work week, effective 3/18/24. Lightner, Kurt W., PT, Corrections Officer (fill in), Prison, \$15.08/hr., 29 hr. work week, effective 3/21/24. Mosel-Miller, Tracy A., PT, Temporary Department Assistant, Controller, \$14.74/hr., 19 hr. work week, effective 3/22/2024.

**Employments:** Conner, Debra J., Temporary, Temporary Department Assistant, Elections, \$11.00/hr., effective 3/18/2024. Eller, Courtney A., FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., effective 3/18/2024. McNeal, Tynasia M. FT, Custody Processor, Custody, \$11.58/hr., effective 3/18/2024. Miller, Autumn L., FT, Gun Permit Clerk, Sheriff, \$12.16/hr., effective 3/18/2024. Miller, Megan L., FT, Correctional Case Manager, Prison, \$11.58/hr., effective 3/18/2024. Nebel, Michelle L., PT, Temporary, Temporary Caseworker II (Part Time) CYF, \$20.50/hr., Avg.19 hr. work week, effective 3/18/2024. Robison, Morgan L., FT, Administrative Support, District Attorney, \$11.58, effective 3/18/2024.

**Status Changes:** Rocus, Tracey A., FT, Deputy Director, Domestic Relations, \$49,577.58 annually to \$49,577.58 plus \$92.29 per pay for out-of-class wages until the earlier of the pay period after M. Seifert returns from LOA (or max of 13 pay periods from effective day), effective 2/10/2024. Jendrzewski, Z. Paul, Deputy, Sheriff, FT, \$16.65/hr., to Sergeant, Sheriff, FT, \$18.88/hr., effective 3/2/2024. Bickford, Megan K., Seasonal FT, Vector Control Specialist, Public Safety, \$18.73/hr., to \$19.52/hr., effective 3/18/2024 (returns for 2024 season).

Motion by Commissioner Kessling, seconded by Commissioner Webster and approved to adopt Resolution 143-2024.

**STAFF REPORTS & SPECIAL BUSINESS:**

**Prison:**

Warden Abbie Tate requested approval of change order #1 received from Montgomery Technology Systems LLC for the replacement of the slide gate and adjacent fencing at the Prison in the total amount of \$32,650.00.

Chief Clerk Hemminger noted this item is the last project to come from 2017 Bond proceeds. There should be enough remaining funds to cover the change order.

**Register of Wills/Recorder of Deeds:**

Anita Terchanik requested approval of the quote received from Optical Storage Solutions Inc. for professional services to migrate LANDEX images and data from existing servers to a new server configuration in the total amount of \$2,500.00 to be paid from the Recorder's Record Improvement Fund.

No further discussion.

**Social Services:**

i. Melissa Gillin requested approval of the County of Blair Affordable Housing Trust Fund Program Disbursement to TEAM Effort for low to moderate income family home renovations in the total amount of \$20,000.00.

Scott Durbin, of Durbin Companies, commented TEAM Effort is expecting 700 participants in this mission work over 8 weeks during the summer.

Harry Houck, of TEAM Effort, commented that TEAM Effort is in its 31<sup>st</sup> year nationally, and 13<sup>th</sup> year in Altoona. It is designed to help students serve short term mission trips helping people that are in danger of being evicted from their homes if these improvements are not made to their homes.

John Eichelberger commented that he supports TEAM Effort. The Blair County chapter of Habitat for Humanity is closed. Since the mission and Christian base is so similar to TEAM Effort, he will be allocating remaining Habitat for Humanity monies to TEAM Effort, up to \$10,000.00 per year.

Pastor John Collins, Pastor Larry Weaver, and Altoona Police Chief Joe Merrell also shared their support of TEAM Effort's work.

Commissioner Webster echoed that it is a great program and she appreciates everyone's efforts.

Commissioner Kessling expressed his appreciation to the volunteers at TEAM Effort.

ii. Tricia Johnson requested approval to submit the 2023 Blair County MH/ID/EI Employees Compensation plan.

**Public Safety:**

Mark Taylor requested approval of the electronic submission of the FY 2024 EMPG (Emergency Management Performance Grant) Application for the performance period of October 1, 2023 to September 30, 2024.

No further discussion.

**Public Works – Highways:**

Paul Shaffer requested approval of a contract agreement between the County of Blair and Blair Auto & Power Equipment to sharpen two blades for the County Highway wood chipper, in the total amount of \$30.00.

No further discussion.

**Children, Youth, and Families:**

i. Mindy Hostler requested approval of the FY 22-23 Renewal Purchase of Service Agreement and HPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Lifespan Family Services. The cost will vary depending on the number of children in care, the number of days of care, and level of care required.

No further discussion.

ii. Mindy Hostler requested approval of the FY 23-24 Renewal of Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and The Bair Foundation. The cost will vary depending on the number of children in care, the number of days of care, and the level of care required.

No further discussion.

**Human Resources:**

Sandy Holencik requested approval of the PComp 2023 Audited Payroll Reporting Form for the Pennsylvania Counties Worker’s Compensation Trust to certify the County’s 2023 payroll figures.

No further discussion.

**Victim/Witness:**

Allison Seidel requested approval of the VOCA grant application for the period of 10/1/2024 through 9/30/2025 in the total amount of \$100,193.00.

No further discussion.

**Commissioners:**

i. Chief Clerk Hemminger requested approval of a Cancellation Request from Auto-Owners Insurance for the builder’s risk insurance for the Valley View Park Amphitheater Project, effective 8/21/2023.

She added that the county will receive half of our policy premium back.

No further discussion.

ii. Chief Clerk Hemminger requested approval for acceptance of the one bid received for the 2024 Billboard lease for review, and award or rejection according to county code.

Bidder	Bid amount
Lamar Advertising of Penn LLC	\$4,260.00/annual

Chief Clerk Hemminger also stated the annual bid amount is double the current lease amount and the term length is 10 years.

**Resolution 144-2024:** Approving the acceptance of bids received for the 2024 Billboard lease for review and award or rejection according to county code, is hereby approved; and, the following bid is awarded to Lamar Advertising of Penn LLC.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 144-2024.

**Old Business:**

i. Warden Abbie Tate requested approval of the Memorandum of Understanding between the County of Blair, on behalf of the Blair County Prison, and the Borough of Hollidaysburg to grant access to the jail management system.

Chief Clerk Hemminger commented that the language was changed as per Commissioner Kessling’s request at the Tuesday 3/19/2024 Board of Commissioners Meeting, which requires each individual from the Borough to have an individual login to the system.

ii. Warden Abbie Tate requested approval for the rejection of the bid received for two-2 milk products for the Blair County Prison, requesting the approval of bid specifications for milk products and requesting re-advertisement.

Discussion followed.

**Resolution 145-2024:** Approving the rejection of the bid received for two-2 milk products for the Blair County Prison, requesting the approval of bid specifications for milk products and requesting re-advertisement.

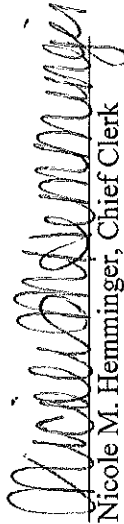
Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 145-2024.

**New Business:**

None.

**Adjourn:**

Meeting Adjourned,

  
Nicole M. Hemminger, Chief Clerk