

**AGENDA  
WORK SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM, BASEMENT  
TUESDAY, MARCH 7, 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, March 8, 2023
  - Thursday, March 9, 2023                      10:00 a.m.                      \*Commissioners Business Session  
(Commissioners Meeting Room)
  - Friday, March 10, 2023                      1:00 p.m.                      Airport Authority Meeting  
(Blair County Airport)
  - Monday, March 13, 2023
  - Tuesday, March 14, 2023                      10:00 a.m.                      \*Commissioners Work Session  
(Commissioners Meeting Room)
6. **EXECUTIVE SESSION ANNOUNCEMENT**
7. **APPROVAL OF MEETING MINUTES 02/21/23 and 02/23/23**
8. **PUBLIC COMMENT**
9. **COMMISSIONERS COMMENTS**
10. **PROCLAMATION – PA 4-H Week**

11. **CONSENT AGENDA**  
**Resolution #104-2023**

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

| EFFECTIVE DATE | WARRANT NUMBER | AMOUNT       |
|----------------|----------------|--------------|
| 03/07/2023     | 230307CY       | \$ 9,003.08  |
| 03/07/2023     | 230307SS       | \$207,533.92 |
| 03/07/2023     | 230307CO       | \$ 27,760.46 |
| 03/07/2023     | 230307WW       | \$471,424.59 |

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

| EFFECTIVE DATE | WARRANT NUMBER | AMOUNT       |
|----------------|----------------|--------------|
| 03/02/2023     | 230302HR       | \$ 17,333.54 |
| 03/01/2023     | 230301HI       | \$539,394.08 |
| 02/27/2023     | 230227FS       | \$ 976.56    |
| 02/23/2023     | 230223HR       | \$ 11,799.09 |

- c. **2023 Budget Transfer:** For charges received from Justifacts for February 2023.

| From                                     | \$        | To                                   |
|--|-----------|--------------------------------------|
| 01101GCO-42000 General County Operations | \$80.75   | 012012-42000 APO                     |
| 01101GCO-42000 General County Operations | \$110.75  | 01107-42000 Assessment               |
| 01101GCO-42000 General County Operations | \$304.10  | 013201-42000 CYF                     |
| 01101GCO-42000 General County Operations | \$130.50  | 01155-42000 Costs and Fines          |
| 01101GCO-42000 General County Operations | \$1124.50 | 01209PO-42000 Prison                 |
| 01101GCO-42000 General County Operations | \$530.35  | 44122-42000 Public Safety – 911      |
| 01101GCO-42000 General County Operations | \$295.25  | 01103HW-42000 Public Works – Highway |

- d. **2023 Budget Transfer:** To cover Insurance Deductible fees received from PCoRP:

| From                                     | \$          | To                   |
|--|-------------|----------------------|
| 01101GCO-44960 General County Operations | \$19,700.00 | 01209PO-44960 Prison |

- e. **Employment:** Laura S. Border, FT, Clean and Green Specialist I, Assessment, \$14.08/hr., effective 03/06/23; Marci J. Bush, FT, Social Services Aide I, CYF, \$10.60/hr., effective 03/06/23; Amanda R. Jones, FT, Telecommunicator Trainee, 911 Center, \$13.88/hr., effective 03/06/23; Abigail K. Noel and Christopher S. Piner, From, FT, Deputy, Sheriff's Office, \$15.52/per hour, To, PT, Deputy, Sheriff's Office, \$15.52/per hour, effective 02/25/23.
- f. **Resignations:** Keith C. Calhoun, FT, Director, Domestic Relations, \$64,460.50/yr., effective 03/09/23; and Melissa G. Hartman, FT, Judicial Secretary, Judge Sullivan, \$13.74/hr., effective 03/10/12.
- g. **Rescinded Offer:** Dustin S. Barber, PT, Fill-In, Corrections Officer, Prison, \$15.08/hr.

**STAFF REPORTS & SPECIAL BUSINESS****A. Department of Emergency Services:**

- i. Requesting approval of the FFY 2019 Hazard Mitigation Grant Agreement (HMGP) between the County of Blair, on behalf of the Department of Emergency Services and the Pennsylvania Emergency Management Agency (PEMA), on behalf of the U.S. Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA), in the total amount of \$105,000.00, for the performance period of August 6, 2022 through August 5, 2025.
- ii. Requesting approval for the completion, signature and submission of the online Tier II Submission Form for chemicals onsite at the Blair County 911E Center for the period of January 1, 2022 through December 31, 2022.
- iii. Requesting approval for the Blair County Department of Emergency Services to issue a Request for Proposal (RFP) for Reverse 911 Services during the period of March 10, 2023 through May 29, 2023 with a contract award on or before October 30, 2023.
- iv. Requesting approval of a Master Service Agreement and Statement of Work between the County of Blair, on behalf of the Department of Emergency Services 911E and Language Line Services, Inc., to provide limited English proficient individuals with spoken language statements, converting English to another language, in an amount not to exceed \$600.00 for 2023.
- v. Requesting approval for the submission of the 2022 Annual Report on the Hazardous Materials Preparedness HMERP report, which serves as the HMRF grant application for July 2023-June 2024.

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

- i. Requesting approval of a FY 22/23 renewal Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families (CYF) and Summit Academy.
- ii. Requesting approval of a FY 22/23 renewal Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families (CYF) and Community Specialists Corporation, d/b/a The Academy.
- iii. Requesting approval of a FY 22/23 renewal Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families (CYF) and Families United Network, Inc.
- iv. Requesting approval of the FY 18/19, 19/20, 20/21, 21/22 and 22/23 renewal Purchase of Service Agreements and HIPAA Business Associate Agreements between the County of Blair, Blair County Children, Youth and Families (CYF) and Dr. Terry O'Hara, Ph.D.

**C. Juvenile Probation:**

Requesting approval of the 2022/2023/2024-VJ-ST-37843 (Victims of Juvenile Offenders) Sub-grant Award between the County of Blair, Blair County Juvenile Probation and the Pennsylvania Commission on Crime and Delinquency (PCCD), in the total award amount of \$70,610.00, for the project period of January 1, 2023 through December 31, 2024.

**D. Social Services:**

Requesting approval for the submission of a Designation of Signing Authority for the Community Development Block Grant (CDBG) and HOME Grant Contract #C000084484, authorizing Tricia Maceno, Director, Blair County Department of Social Services, as the delegated individual signing authority to submit any financial invoices for the duration of the contracts activity period of December 6, 2022 through December 5, 2026.

**E. Prison:**

- i. Requesting approval for Ratification of Jeff Plazek's signature on a Service Order received from Joseph T. Berrena Mechanicals, Inc. to service the prison's Milnor Washer, in the total amount of \$305.00.

- ii. Requesting approval to complete the US Food's Premier Foodservice Program Enrollment Form and to accept the Program Terms and Conditions in order to access the Program's many contracted manufacturer agreements as a current OMNIA Partner's Public Sector Participant.

F. **Public Works/Building Maintenance:**

- i. Requesting approval of a Proposal received from Empire for complete system support for 2023 for the Blair County Courthouse, Highway Department and 911 Center, in the total annual amount of \$22,158.00, billed quarterly in the amount of \$5,540.00, for a period of one-1 year from the date of acceptance.
- ii. Requesting approval of a Proposal received from JM Young & Sons, Inc., to cover any repair outside of the warranty coverage on the roof of the 1999 side of the courthouse at the following rates:
  - Hourly rate for travel and repairs is \$50.00 per hour (about 2 hour round trip)
  - T-Joint Patch \$11.30 each
  - Quick Seam Corner \$15.33 each
  - PS4020 \$4.20
  - Tube of Lap Sealant \$20.17 each
  - 9" Flashing \$9.3676

G. **Human Resources:**

Requesting approval of the policies within the new County of Blair Employee Handbook.

H. **Commissioners Office:**

Requesting approval for execution and signature on the 2022 Multimodal Transportation Fund Grant Reimbursement Agreement for highway and bridge projects by and between the County of Blair and the Commonwealth of Pennsylvania acting through the Pennsylvania Department of Transportation (PennDOT).

I. **Valley View Park:**

- i. Requesting approval of an allocation of Park and Recreation Reserve Account Funds, in an amount not to exceed \$1,000.00 for materials to construct a new gate for one-1 entrance at the park.
- ii. Requesting approval of an allocation of Park and Recreation Reserve Account Funds, in an amount not to exceed \$125.00 for the purchase of two-2 signs pertaining to drone flying at the park.
- iii. Requesting approval of the AYSO Field Use Calendar for 2023.

13. **OLD BUSINESS**

**Commissioners:**

Requesting approval of an extension of Terms to the Lease between the County of Blair and Courtyard Realty LLC, for a ten (10) year term beginning 03/25/23.

14. **ADJOURN**