

**AGENDA  
BUSINESS SESSION  
BLAIR COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS MEETING ROOM  
THURSDAY, DECEMBER 28, 2023, 10:00 A.M.**

*\*Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial-1-301-715-8592 or-1-646-876-9923, enter meeting number 966 3545 3323, and enter the meeting passcode 423423.*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **PUBLIC COMMENT**
6. **UNFINISHED BUSINESS:**

**Adoption of Resolutions:**

**Resolution 602-2023:** Approving the FY 24/25 Hazardous Materials Response Team Agreement between the County of Blair, Blair County Local Emergency Planning Committee (LEPC) and the City of Altoona Fire Department’s Hazmat Team as the contracted hazmat team for the County of Blair. Said agreement is for \$30,000.00 per year, and the schedule of fees as outlined in Exhibit A of the agreement, paid out of Act 165 funds. \$5,000.00 will be reimbursed through the 23/24 Hazardous Materials Response Fund (HMRF) grant for 2024.

**Resolution 603-2023:** Approving a FY 23/24 Purchase of Service renewal agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Adelphoi Village.

**Resolution 604-2023:** Approving fourteen-14 FY 23/24 contract renewal agreements between the County of Blair and the Agencies listed below:

AGENCY	FUNDING SOURCES	CONTRACT AMOUNT
Big Brothers/Big Sisters of Blair County	HSDf	Maximum Contract Amount \$30,000
Blair County Community Action Program	HAP & Mental Health	Maximum Contract Amount \$250,000
Blair Family Solutions	Mental Health	Maximum Contract Amount \$50,000
Blair Senior Services	HSDf & Mental Health	Maximum Contract Amount \$40,000
Cen-Clear Child Services	Mental Health	Maximum Contract Amount \$35,000
Child Advocates	HSDf	Maximum Contract Amount \$5,000
CONTACT Altoona	HSDf & Mental Health	Maximum Contract Amount \$115,000
Family Services, Inc.	HSDf & HAP	Maximum Contract Amount \$120,000
H.O.P.E. Drop In	Mental Health	Maximum Contract Amount \$75,000
NAMI of Blair County	Mental Health	Maximum Contract Amount \$55,000
Peerstar	Mental Health	Maximum Contract Amount \$10,500
Skills of Central PA	Mental Health	Maximum Contract Amount \$300,000
UPMC Western Behavioral Health	Mental Health	Maximum Contract Amount \$2,500,000
UPMC Western Psychiatric	Mental Health	Maximum Contract Amount \$1,250,000

**Resolution 605-2023:** Approving an Independent Contractor Agreement by and between the County of Blair and Pittsburgh Realty Valuations, Inc., d/b/a Integra Realty Resources/Pittsburgh for consultation and assisting the county with respect to Commercial Assessment Appeals with respect to value, effective January 1, 2024 and terminating on December 31, 2024.

**Resolution 606-2023:** Approving an amendment to Resolution 515-2022, increasing the cost of the George T. Bisel subscription service for 2023 from \$2,176.00 to \$3,537.07.

**Resolution 607-2023:** Approving the acceptance of the 2023 PComp Safety Improvement Program Grant award, in the total amount of \$35,000.00.

**Resolution 608-2023:** Approving an Agreement between the County of Blair, on behalf of the Blair County Prison and Bonita Yohn, for hair trimming services to inmates at the Prison, in the amount of \$12.00 per person.

**Resolution 609-2023:** Approving a Guardian RFID System Agreement Renewal by and between the County of Blair, on behalf of the Blair County Prison and Codex Corporation d/b/a Guardian RFID for continued use of the Guardian RFID System by licensing the software, purchasing the hardware and support services, and obtaining rights to use the web-based software as a service platform pursuant to said Agreement, in the amount(s) outlined in the Addendum B Fee Payment Schedule as listed below:

**ADDENDUM B  
FEE PAYMENT SCHEDULE**

Invoices will be sent from GUARDIAN RFID to the Customer based on the occurrence of certain events, as follows:

Fee Type*	Event Occurrence	Amount
<b>Extended Term One Renewal Fee** Date (04/02/2023)</b>	Annual SRF (Current Invoice 8806)	<b>\$3,500.00</b>
<b>Extended Term Two Renewal Fee** Date (04/02/2024)</b>	Annual SRF (Unless Agreement is terminated prior to renewal pursuant to Section 15)	<b>\$3,500.00</b>
<b>Extended Term Three Renewal Fee** Date (04/02/2025)</b>	Extended Term Three Renewal Fee** (Unless Agreement is terminated prior to renewal pursuant to Section 15)	<b>\$3,500.00</b>
<b>Modification Fee</b>	<i>[No such modifications contemplated as of the Effective Date.]</i>	<b>[N/A]</b>

\* These amounts do not include any taxes.

\*\* Renewal Fees represent the costs for renewing licenses to use the GUARDIAN RFID System for any Extended Terms and will be increased if the Customer chooses to make additional purchases from GUARDIAN RFID of additional Hardware or licenses for GUARDIAN RFID Software, access and use of the GUARDIAN RFID OnDemand platform, or Third-Party Software. In such case, GUARDIAN RFID will provide the Customer with an updated Addendum B at the time of such additional purchases, which will automatically amend and replace this Addendum B. In addition to increases due to those additional purchases, Renewal Fees may be increased by up to 3.5% annually, provided that GUARDIAN RFID provides notice to the Customer at least ninety (90) days prior to the end of the Initial Term or the end of any Extended Term, as applicable.

**7. OLD BUSINESS:**  
None.

**8. NEW BUSINESS:**  
None.

**9. ADJOURN:**

**BUSINESS SESSION: THURSDAY, DECEMBER 28, 2023, 10:00 A.M.**

Location: Commissioners Meeting Room, Basement.

*\*Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial-1-301-715-8592 or-1-646-876-9923, enter meeting number 966 3545 3323, and enter the meeting passcode 423423.*

**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 Webster, Commissioner Burke and Chief Clerk Hemminger.

**Members Absent:**

Solicitor Karn, and Assistant Solicitor Muriceak.

**Others Present:**

Leslie Miller (Public), Rachel Foor (Altoona Mirror), Senator Judy Ward and Amanda Walker (Senator Ward's office), Brian Walters (Human Resources), Rebecca Robinson (Purchasing), A.C. Stickel IV (Controller), Carol Dannenberg (Hollidaysburg Watchdog), Melissa Harpster and Allison Senkevich (Commissioners Office) and Nate Taylor (Public Access Channel).

**Public Comment:**

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

**Special Presentations:**

Commissioner Bruce Erb presented Melissa Harpster with a Recognition Letter in honor of her retirement after 10 years of service to the County.

Senator Judy Ward presented Commissioner Bruce Erb with a citation from the Pennsylvania State Senate in honor of his retirement after his service to the County.

**Unfinished Business:**

**Adoption of Resolutions:**

**Resolution 584-2023:** Approving a Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency (PEMA), 9-1-1 Statewide Interconnectivity Funding Grant Agreement, in the total award amount of \$598,688.70, for the projects listed below:

- \$ 97,776.08 for the SAC CHE Maintenance Project
- \$ 83,113.62 for the SAC Regional CAD Maintenance Project
- \$ 89,403.00 for the SCM ESINet Maintenance Project
- \$ 25,000.00 for Blair NG911 GIS Post Migration
- \$ 300,988.50 for Blair Microwave Hardware Refresh
- \$ 2,407.50 for Blair ILEC Post Migration Legacy

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 584-2023.

**Resolution 585-2023:** Approving a Professional Services Contract between the County of Blair, and Mission Critical Partners, LLC for professional consulting services for Next Generation 911 for the Southern Alleghenies 911 Cooperative (SAC) and the County of Blair as defined in Exhibit A to said contract, in the total fixed fee sum (including expenses) of \$29,820.00 to be invoiced quarterly for services rendered.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 585-2023.

**Resolution 586-2023:** Approving 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 the period of one-1 year.

Commissioner Burke commented that she preferred that all departments seek quotes even when services are below the purchasing threshold in order to get best pricing.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 586-2023.

**Resolution 587-2023:** Approving a Master Services Agreement between the County of Blair and Enformion for Enformion Products and location services and purposes as set forth in Exhibit A of said agreement, for the County of Blair Domestic Relations Section and the County of Blair Tax Claim Bureau, effective the date of agreement signing for a period of five-5 years, in the total annual amount of \$3,319.00. (\$1,000.00 Tax Claim and \$2,219.00 Domestic Relations to be paid by the state).

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 587-2023.

**Resolution 588-2023:** Approving a Professional Services Agreement by and between the County of Blair, on behalf of the Board of Elections and NPC, Inc., for professional services related to managing

data, printing, mailing and/or other related digital solutions and services for the 2024 Presidential Primary and Election as listed below:

Mail-In/Absentee Ballot Package with Windowed Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet)	\$1.55/mail package
Annual Mail-In Ballot Application Mailing	\$0.22/mail package
Flat Program Management & Set-up Fee per Election	\$7,500.00

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 588-2023.

**Resolution 589-2023:** Approving an Independent Contractor Agreement between the County of Blair and Weiss Burkardt Kramer, LLC for legal counsel services in assisting with the Blair County 2023 interim appeals and 2024 assessment appeals with respect to value, at the rate of \$165.00 per hour, plus overnight lodging reimbursement when necessary based upon court schedule or to minimize travel time, paid through the Blair County Assessment Office General Fund Budget, effective immediately and terminating on December 31, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 589-2023.

**Resolution 590-2023:** Approving a Blair County Assessment Office Printing and Mailing Services Agreement by and between the County of Blair and Spring Hill Laser Service’s Group, for providing professional services for the processing, printing and mailing of the 2024 County and Municipal Tax Bills for a fixed rate of \$13,783.00 for multi-bill insertions for 61,100 estimated bills; and Optional Print/Insert/Mail Services not included in the total consideration as listed below:

**Additional print and insertion items (quantity 50,000):**

- a. 8.5” x 11” 24# white printed 1/0 – black ink tri-folded - \$2,038.14
- b. 8.5” x 11” 24# white printed 1/0 –color ink tri-folded - \$2,103.04
- c. 8.5” x 11” 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - \$2,400.48
- d. 8.5” x 11” 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - \$2,464.70
- e. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# white printed 1/0 – black ink - \$960.00
- f. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# white printed 1/0 – color ink - \$1,048.00
- g. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# color (pink, canary, blue, green) printed 1/0 – black ink - \$1,071.00
- h. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# color (pink, canary, blue, green) printed 1/0 –color ink - \$1,132.00
- i. 8.5” x 11” 24# white printed 1/0 – black ink tri-folded – duplex - \$2,250.69
- j. 8.5” x 11” 24# white printed 1/0 –color ink tri-folded - duplex - \$2,315.59
- k. 8.5” x 11” 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - duplex - \$2,622.13
- l. 8.5” x 11” 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - duplex - \$2,686.35
- m. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# white printed 1/0 – black ink - duplex - \$1,385.00
- n. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# white printed 1/0 – color ink - duplex - \$1,555.00
- o. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# color (pink, canary, blue, green) printed 1/0 – black ink – duplex - \$1,496.00
- p. 1/3 sheet 8.5” x 11” (3.67” x 8.5”) 24# color (pink, canary, blue, green) printed 1/0 –color ink – duplex - \$1,642.00

Postage costs will be borne by the County of Blair for the mailing.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 590-2023.

**Resolution 591-2023:** Approving the payment of an invoice dated December 7, 2023 for catering services rendered to the Social Services Advisory Board by David Binus Catering, in the total amount of \$240.00.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 591-2023.

**Resolution 592-2023:** Approving an amendment to the services agreement between the County of Blair and PMA Management Corp. for administration of run-off workers’ compensation claims for the period of January 1, 2024 through December 31, 2024.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 592-2023 with changes as noted.

**Resolution 593-2023:** Approving a one-1 year renewal Administrative Services Agreement with Luminare Health (f/k/a Trustmark) for benefits/claims administration effective January 1, 2024, in the total amount of \$249,855.83. Said cost reflects a 0.53% increase from 2023 solely due to a non-negotiable increase in the Cigna Network Access Fee. All other costs remain the same as 2023 rates.

Brian Walters provided additional explanation of changes made to the agreement, which included charges for activation of an electronic database between Luminare and People One Health. The total amount increased to \$251,331.03 and the percentage increased to 1.12% and \$2,474.00 annual increase.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 593-2023.

**Resolution 594-2023:** Approving two-2 quotes received from ESRI for GIS software maintenance, in the total amount of \$1,668.39 (911E, \$144.66 and Courthouse, \$1,523.72) for the period of December 31, 2023 through January 31, 2024.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 594-2023.

**Resolution 595-2023:** Approving a contract renewal between the County of Blair and Permittium LLC, for the purpose of online License to Carry (LTC) application process and payment for Blair County residents, for the period of May 1, 2022 through April 30, 2023 at no cost to the county.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 595-2023.

**Resolution 596-2023:** Approving a contract renewal between the County of Blair and Permittium LLC, for the purpose of online License to Carry (LTC) application process and payment for Blair County residents, for the period of May 1, 2023 through April 30, 2024 at no cost to the county.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 596-2023.

**Resolution 597-2023:** Approving Construction Drawings for submission to Hollidaysburg Borough prepared by Keller Engineers for a new Rain Garden for the County of Blair located near the entrance of the employee-parking garage on Mulberry Street located within the Borough of Hollidaysburg.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 597-2023.

**Resolution 598-2023:** Approving an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$500.00, for the purchase of motion activated flood lighting.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 598-2023.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**Adjourn:**

Meeting Adjourned,