

WORK SESSION: TUESDAY, AUGUST 1, 2023, 10:00 A.M.

Location: Commissioners Meeting Room.

**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 Webster, Commissioner Burke, Solicitor Karn, and Chief Clerk Hemminger.

Others Present:

A.C. Stickel and Angela Wagner (Controller's office), Mindy Hostler (CYF), Melena Kogler and Katherine Swigart (Human Resources), Tricia Maceno (Social Services), Cris Frederickson (EMA/911), Jay Whitesel (Prison), Melissa Gordon (SASMG), Jim Brown (Salvation Army), Kay Stephens (Altoona Mirror), and Allison Senkevich (Commissioners).

UPCOMING MEETINGS

Wednesday, August 2, 2023	9:00 a.m.	*Retirement Board (Commissioners Mtg. Room)
	10:30 a.m.	*Salary Board (Commissioners Mtg. Room)
Thursday, August 3, 2023	8:30 a.m.	*Park & Recreation Advisory Board (Commissioners Mtg. Room)
	10:00 a.m.	*Commissioners Business Session
	11:30 a.m.	Social Services Advisory Board (Blair HealthChoices)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall @ the Fort)
Friday, August 4, 2023		
Monday, August 7, 2023		
Tuesday, August 8, 2023	10:00 a.m.	*Commissioners Work Session (CANCELLED)
Wednesday, August 9, 2023		
Thursday, August 10, 2023	10:00 a.m.	*Commissioners Business Session (CANCELLED)
Friday, August 11, 2023	1:00 p.m.	Blair County Airport Authority (Blair County Airport)
Monday, August 14, 2023		
Tuesday, August 15, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Mtg. Room)

APPROVAL OF MEETING MINUTES 07/25/23 and 07/27/23

Commissioner Erb called for corrections or changes to meeting minutes of 07/25/23 and 07/27/23. **There were no corrections or changes noted.**

Motion by Commissioner Webster, seconded by Commissioner Erb 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.

Commissioner Webster reminded everyone about the "National Night Out" events taking place in downtown Altoona at the Heritage Plaza and the Antique Depot in Duncansville and in Nanty Glo celebrating law enforcement.

Commissioner Burke had no comments for today.

Commissioner Erb read the following message regarding the status of the Emergency Rental Assistance Program:

"Several months ago, the County paused our ERAP 2 program due to concerns that a backlog of applications might exhaust our available funds. The original Emergency Rental Housing Assistance Program (or ERAP 1) was created to help renters dealing with the financial challenges related to the COVID-19 pandemic. ERAP 2 is part of the American Rescue Plan of 2021. ERAP 2 funding provides financial assistance for rent and

utilities related to housing incurred during, directly or indirectly, to COVID-19 as well as housing stability services to eligible households.

Blair County received an initial ERAP 2 allocation of \$3.9 million plus a high-needs additional sum of \$3.29 million. Approximately \$6 million of that total has already been used. For a limited time, Blair County has reopened and is accepting applications on Pennsylvania’s COMPASS website for rental and utility assistance. That limited application period will run through August 21.

For households seeking more information, please contact the Center for Community Action office located at 1216 Pleasant Valley Blvd., Suite 301, in Altoona. The office phone number is 814-201-2285. Or visit the COMPASS website at www.compass.state.pa.us.”

CONSENT AGENDA

Resolution 361-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
08/01/2023	230801WW	\$ 48,786.20
08/01/2023	230801SS	\$526,343.57
08/01/2023	230801CY	\$ 17,846.83

Which include payment of the following invoices:

- Blair County Community Action Agency, in the total amount of \$8,424.95.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
07/27/2023	230727RP	\$119,760.75
07/26/2023	230725DA	\$ 16,691.00
07/27/2023	230727HR	\$ 12,159.73
07/24/2023	230724FS	\$ 3,372.33

- c. Ratification of Total Payroll for the Check Dated 07/28/23 in the total amount of \$835,263.11.

- d. **2023 Budget Transfer:** Arbitration fees for a labor matter.

From	\$	To
01101GCO-44080 General County Operations	\$2,486.69	01202-44080 Juvenile Probation

- e. **2023 Budget Transfer:** Charges received from Liberty Fire Solutions.

From	\$	To
011038BM-44710 Building Maintenance	\$356.00	01103HW-44710 Highway

- f. **2023 Budget Transfer:** 2022 Elections Security Grant.

From	\$	To
011062-43000 Elections	\$4,858.81	01106605-46070 Elections Security Grant
011062-43010 Elections	\$4,858.81	01106605-46070 Elections Security Grant

- g. **2023 Budget Transfer:** Cost of the Court Reporter Training Plan.

From	\$	To
01160ED-42040 Judge Doyle	\$ 562.50	01160CR-42070 Court Reporters
01160ED-42060 Judge Doyle	\$ 314.70	01160CR-42070 Court Reporters
01160ED-42070 Judge Doyle	\$ 775.00	01160CR-42070 Court Reporters
01160-42070 Court Administration	\$1,022.80	01160CR-42070 Court Reporters
01160-44030 Court Administration	\$ 625.00	01160CR-42070 Court Reporters

- h. **2023 Budget Transfer:** Charges from HealthForce for February to June dates of service.

From	\$	To
01101GCO-42000 General County Operations	\$55.00	762012-42000 APO
01101GCO-42000 General County Operations	\$55.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$165.00	01152-42000 Coroner
01101GCO-42000 General County Operations	\$55.00	01155-42000 Costs and Fines
01101GCO-42000 General County Operations	\$360.00	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$605.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$110.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$55.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$55.00	011062-42000 Elections
01101GCO-42000 General County Operations	\$275.00	08607-42000 Fort Roberdeau
01101GCO-42000 General County Operations	\$55.00	01113-42000 GIS
01101GCO-42000 General County Operations	\$110.00	01202-42000 JPO
01101GCO-42000 General County Operations	\$55.00	01160JB-42000 Judge Bernard
01101GCO-42000 General County Operations	\$55.00	01160ED-42000 Judge Doyle
01101GCO-42000 General County Operations	\$110.00	01160WK-42000 Judge Kagarise
01101GCO-42000 General County Operations	\$110.00	01161AB-42000 MDJ Blattenberger
01101GCO-42000 General County Operations	\$110.00	35101-42000 Parks and Recreation
01101GCO-42000 General County Operations	\$1155.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$220.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$165.00	01157-42000 Public Defender
01101GCO-42000 General County Operations	\$440.00	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$55.00	01602708-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$55.00	01602-42000 Public Safety – EMA
01101GCO-42000 General County Operations	\$85.00	01103BM-42000 Public Works – Bldg. Maintenance
01101GCO-42000 General County Operations	\$165.00	01103CS-42000 Public Works – Custodial Services
01101GCO-42000 General County Operations	\$910.00	01103HW-42000 Public Works – Highway
01101GCO-42000 General County Operations	\$670.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$55.00	75504-42000 Social Services
01101GCO-42000 General County Operations	\$55.00	01164-42000 Victim Witness

- i. **Employment:** Isai Y. Corredor, FT, Law Clerk, Judge Milliron/Pool, \$41,609.53/yr., effective 07/31/23; Morgan J. Green and John A. Hicks, FT, Certified Legal Intern, District Attorney’s Office, \$41,623.40/yr., effective 07/31/23; Kyle L. Lardieri, FT, Sheriff’s Deputy, Sheriff’s Office, \$15.52/hr., effective 07/31/23; Nicolas H. Selden, Katana L. Shipley, Horizan D. Singer, and Ali Swander, FT, Telecommunicator Trainee, Public Safety-911, \$13.88/hr., effective 07/31/23.

- j. **Terminations:** Misty J. Steinbacher, FT, Case Manager/Enforcement Specialist, Domestic Relations, \$15.75/hr., effective 07/24/23.

- k. **Resignations:** Mattea A. Dunn, FT, Parole and Probation Officer, APO, \$16.30/hr., effective 08/04/23; and Nathaly E. Olivero Ramirez, FT, Law Clerk, Judge Kagarise, \$42,441.88/yr., effective 08/04/23.

1. **Employment Status Change:** Natalie G. Newingham, From, PT, 19 hrs./per week, Courtroom Clerk, Prothonotary, \$12.16/hr., To, FT, Pre-Sentencing Guidelines Coordinator, District Attorney's Office, \$12.16/hr., effective 08/07/23.

Commissioner Erb noted his abstention on the payment to Blair County Community Action due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 361-2023 with the abstention as noted.

STAFF REPORTS & SPECIAL BUSINESS

Salvation Army:

Jim Brown requesting approval for the submission of the State Food Purchase Program Expense and Data Report (SFPP) for FY 22/23 to the Pennsylvania Department of Agriculture.

Mr. Brown discussed the increase in number people who requested assistance as well as the increase in cost of food. He also mentioned that because the 2023-2024 budget has not been passed yet by the State, that it is difficult to know how many people they will be able to provide assistance to next year.

Discussion followed.

Department of Emergency Services/911:

- i. Cris Frederickson requested approval of a Facility Event Agreement and an Event Proposal between the County of Blair, on behalf of the Department of Emergency Services and the Blair County Convention Center, for use of Lower Level F-H, and meal catering services for the annual Local Emergency Planning Committee (LEPC) SARA Summit on September 28, 2023. Costs associated with this event shall not exceed \$12,000.00 and will be paid with Hazardous Materials Response (Act 165) Funds.

Ms. Frederickson mentioned that the SARA Summit has not taken place since 2019 due to Covid-19. Emergency response agencies, hospitals, schools will be in attendance.

Discussion followed.

- ii. Cris Frederickson requested approval of a renewal Software License, Service and Support Agreement between the County of Blair on behalf of the Department of Emergency Services and Medical Priority Consultants d/b/a Priority Dispatch Corporation, for the Emergency Medical, Fire and Police Dispatch Systems, in the total annual amount of \$30,600.00, for the period of January 15, 2023 through January 14, 2026.

Ms. Frederickson mentioned this is the program dispatchers use to guide a person through an emergency when a person calls into the 911/EMA center.

Commissioner Burke addressed a discrepancy between the dates of the agreement on the Resolution compared to the agenda.

Chief Clerk Hemminger advised that the dates on the Resolution will be corrected for approval at Thursday's Board of Commissioners meeting.

Discussion followed.

Social Services:

- i. Melissa Gordon requested approval of the following FY 23/24 Purchase of Service Agreements for Intellectual Disabilities between the County of Blair, Maryann Joyce Bistline and Erik Messner for the period of July 1, 2023 through June 30, 2024.

Ms. Gordon mentioned there were no increases to the cost of the services for both of these providers.

Discussion followed.

- ii. Trina Illig requested approval for the acceptance of the Conditional Award of Funds received from the Pennsylvania Housing Finance Agency (PHFA), in the not to exceed amount of \$100,000.00, for the Blair County Housing Rehabilitation – Basic System Repair Program.

Ms. Illig mentioned that this request is for Marcellus Shale that are requested annually and come from the realty transfer tax funds. For 2023, the eligible uses for this funding have expanded to include emergency gas line repairs due to an increased request for those type of repairs.

Discussion followed.

Children, Youth and Families:

- i. Mindy Hostler requested approval of a FY 23/24 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Children's Aid Society of Clearfield County, for the period of July 1, 2023 through June 30, 2024.

Discussion followed.

- ii. Mindy Hostler requested approval of a FY 20/21 and FY 21/22 Purchase of Service Agreements and HIPAA Business Associate Agreements between the County of Blair, Blair County Children, Youth and Families and Lifespan Family Services, for the period of July 1, 2020 through June 30, 2021 and July 1, 2021 through June 30, 2022.

Discussion followed.

Human Resources:

Katherine Swigart approval and signature on the 2024 Pennsylvania Counties Workers' Compensation Trust (PComp) Renewal Checklist for PComp to quote the Blair County rates for 2024.

Discussion followed.

Prison:

Jay Whitesel requested approval of a quote received from McCarl's Preferred Services (MPS), in the total amount of \$1,903.00, with 50% due upon quote acceptance, for replacement of the burners and tube-ulators on the Trane Roof Top Unit #2 (RTU#2) at the Blair County Prison.

Commissioner Burke mentioned she would have to abstain from voting on this item.

Parking Garage Stair Tower Replacement Project:

Jim Pooler requested approval of Change Order #4, received from Ralph J. Albarano & Sons, Inc., in the total increased amount of \$4,405.00, for additional cost to repair the adjacent Zion Church parking lot outside of the anticipated repair scope.

Mr. Pooler mentioned that during installation of the french drain on the exterior of the Parking Garage, there was damage to several of the parking spaces in the Zion Church parking lot. Zion Church was given a few options for repairs and chose to have milling and overlay done to strengthen the durability of those parking spaces.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 362-2023.

Finance:

Requesting approval of an extension request received from Zelenkofse Axelrod LLC for completion of the county's 2022 audit from 07/31/23 to 08/18/23.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 363-2023.

OLD BUSINESS:

None

ADJOURN:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk