

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, NOVEMBER 9, 2021, 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 – RECORDING STARTED**
5. **UPCOMING MEETINGS**

Tuesday, November 9, 2021	7:00 p.m.	Airport Authority Mtg. (Blair County Airport)
Wednesday, November 10, 2021	9:00 a.m.	*Public Budget Mtg. (MUNIS Room, Basement)
	10:30 a.m.	*Salary Board (Commissioners Mtg. Room)
Thursday, November 11, 2021	Veterans Day	Courthouse Closed
Friday, November 12, 2021	9:00 a.m.	*Retirement Board (Commissioners Mtg. Room)
Monday, November 15, 2021	10:00 a.m.	*Public Budget Mtg. (MUNIS Room, Basement)
	7:30 p.m.	Conservation District Board. Mtg. (1407 Blair Street, Hollidaysburg)
Tuesday, November 16, 2021	10:00 a.m.	*Commissioners Work Session *Commissioners Mtg. Room)
6. **EXECUTIVE SESSION ANNOUNCEMENT**
7. **APPROVAL OF MINUTES – 09/14/21, 09/16/21, 09/21/21, & 09/23/21**
8. **PUBLIC COMMENT**
9. **COMMISSIONERS COMMENTS**
10. **CONSENT AGENDA**

Resolution #469-2021:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/09/21	211109WW	\$502,334.24
11/09/21	211109SS	\$850,190.27
11/09/21	211109CY	\$3,523.60

- b. Ratification of the following seventeen-17 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/5/2021	211105TD	\$33,130.07
11/02/2021	211102RF	\$684.34
11/03/2021	211103ML	\$34,594.84
11/04/2021	211104HR	\$15,275.75
11/01/2021	211101FN	\$117,016.69
11/01/2021	211101HI	\$537,784.50
11/01/2021	211101SS	\$69,508.78
11/01/2021	211101WW	\$23,437.83
11/01/2021	211101CY	\$232,146.41
11/01/2021	211101CO	\$19,580.60
11/02/2021	211102FS	\$3,399.27
10/29/2021	211029WT	\$72,791.25
10/27/2021	211027ML	\$76,386.67
10/26/2021	211026WC	\$1,867.00
10/28/2021	211028HR	\$21,673.10
10/26/2021	211026FS	\$2,574.77
10/22/2021	211022RF	\$519.59

- c. Ratification of Total Payroll for the Check Dated November 4, 2021, in the total amount of \$802,117.81.

- d. **2021 Budget Transfer:** Charge represents the county's half of a charge received from the American Arbitration Association.

From	\$	To
01101GCO-44080 General County Operations	\$162.50	01103HW-44080 Highway

- e. **2021 Budget Transfer:** Charges represent legal fees received from McNeese Wallace for the month of September 2021.

From	\$	To
01101GCO-44080 General County Operations	\$298.00	01151-44080 Sheriff
01101GCO-44080 General County Operations	\$1470.00	01112-44080 Controller
01101GCO-44080 General County Operations	\$240.00	01160CR-44080 Court Reporter
01101GCO-44080 General County Operations	\$180.00	013201-44080 CYF
01101GCO-44080 General County Operations	\$8100.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$270.00	01160CR-44080 Court Reporter
01101GCO-44080 General County Operations	\$1096.50	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$550.00	01101-44080 Commissioners

- f. **2021 Budget Transfer:** Charges represent fees received from HealthForce for October 3, 2021.

From	\$	To
01101GCO-42000 General County Operations	\$50.00	012011-42000 APO
01101GCO-42000 General County Operations	\$150.00	012012-42000 APO Annex
01101GCO-42000 General County Operations	\$50.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$50.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$50.00	01152-42000 Coroner
01110GCO-42000 General County Operations	\$50.00	01160CO-42000 Custody
01101GCO-42000 General County Operations	\$250.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$100.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$50.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$50.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$50.00	01105-42000 Human Resources
01101GCO-42000 General County Operations	\$100.00	01160DM-42000 Judge Milliron
01101GCO-42000 General County Operations	\$250.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$250.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$50.00	01157-42000 Public Defender
01101GCO-42000 General County Operations	\$50.00	44122-42000 Public Safety – 911
01101GCO-42000 General County Operation	\$50.00	01150-42000 Register and Recorder

- g. **2021 Budget Transfer:** Charges represent fees received from Justifacts for the month of October 2021.

From	\$	To
01101GCO-42000 General County Operations	\$94.61	012011-42000 APO
01101GCO-42000 General County Operations	\$50.61	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$256.67	013201-42000 CYF
01101GCO-42000 General County Operations	\$109.61	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$104.61	011061-42000 Elections and Voter Reg
01101GCO-42000 General County Operations	\$103.11	01103HW-42000 Public Works – Highway
01101GCO-42000 General County Operations	\$190.22	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$344.78	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$251.72	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$104.61	01603-42000 Veteran Affairs
01101GCO-42250 General County Operations	\$15.00	011191-42250 Records Management

- h. **Redevelopment & Housing Authority:** Requesting approval for the reappointment of Randall Manning to the Authority for the period of July 24, 2021 through July 23, 2026.

- i. **Public Defender's Office:** Requesting approval of one-1 Penn Highlands Community College student intern, Kaitlyn M. Cappella, 135 hours to be completed between January and May 2022. Internship is for credit only and at no cost to the county.

- j. **Employment:** Kathleen A. Grove, From, Temporary Department Assistant, Human Resources, \$12.00/hr., To, Temporary Department Assistant, Elections, \$10.00/hr., effective 11/02/21; Matthew R. Shiffler, From, FT, Telecommunicator, Public Safety-911, \$15.04/hr., To, PT, Telecommunicator, Public Safety-911, \$15.04/hr., effective 09/04/21; Kyle J. Brashear, From, FT, Clerk Typist II-Fiscal Aide, CYF, \$11.50/hr., To, FT, Fiscal Assistant, CYF, \$11.50/hr., effective 10/30/21; Shawn M. Walters, From, FT, Corrections Officer, Prison, \$21.42/hr., To, FT, Sergeant, Prison, \$23.42/hr., effective 10/30/21; Michael C. Brenneman, FT, Caseworker I, CYF, \$31,005.00/yr., effective 11/01/21; and Kristen L. Keller, FT, Administrative Support, District Attorney's Office, \$10.51/hr., effective 11/01/21; and Debra J. Appleby, PT, Temporary Department Assistant, Elections, \$10.00/hr., effective 11/02/21; Donna L. Benson, Patricia L. Flanagan, Rachel M. Korman, Melanie S. Riggelman, Ann C. Vellone, and Samuel R. Williams, PT, Temporary Department Assistant, Elections, \$10.00/hr., effective 11/03/21; and Madolienne L. Watson, FT, Social Services Aide I, CYF, \$20,260.50/yr., effective 11/08/21.

- k. **Resignations:** Elizabeth J. Cooke, FT, Administrative Coordinator, Domestic Relations, \$12.88/hr., effective 11/05/21; Debra J. Appleby, Donna L. Benson, Patricia L. Flanagan, Rachel M. Korman, Thomas R. Loechner, Melanie S. Riggelman, Ann C. Vellone and Samuel R. Williams, PT, Temporary Department Assistant, Elections, \$10.00/hr., effective 11/04/21.

- I. **Employee Death:** Nicole L. Snowberger, FT, Telecommunicator Trainee, Public Safety-911, \$13.88/hr., date of death 11/05/21.

11. **STAFF REPORTS & SPECIAL BUSINESS**

COVID Update:

A. **County Road 101 Rehabilitation Project:**

Bridge #70/over South Poplar Run Rehabilitation Project:

Requesting approval of a Supplemental Proposal of Service/Contract between the County of Blair and Keller Engineers for the preparation of a Level 1B Categorical Exclusion Evaluation (CEE) package to support Engineering Agreement L00343 for design of Blair County Bridge #70, in the total estimated cost for project of \$8,989.66.

B. **Coroner's Office:**

Requesting approval for authorization to advertise for bids for Transportation and Storage of Deceased persons on behalf of the Blair County Coroner.

C. **Tax Claim Bureau:**

- a. Requesting approval of five-5 Judicial Sale Title Search Service Agreements between the County of Blair and the law firms/and realty services listed below to conduct Title Searches on Judicial Sale Properties and Bring-down Searches on Upset Sale Properties needed for completion by December 31, 2021, in the amounts as advertised in Resolution 304-2021.

- Goldstein, Heslop, Steele, Clapper, Oswalt & Smith
- Mears & Adams
- Haberstroh, Sullivan & George
- Evey Black Law Office
- Gieg Realty Services

- b. Requesting approval of four-4 After-Hours Access Agreements between the County of Blair and the law firms listed below for after-hours access by listed paralegals to the Blair County Register/Recorder's Office and the Prothonotary's Office to conduct Title Searches and Bring-down Searches on Judicial Sale Properties that need to be completed by December 31, 2021:

- Goldstein, Heslop, Steele, Clapper, Oswalt & Smith (Cindy Dick)
4 pm to 10 pm, M-F; and 7 am to 10 pm, Saturday, Sunday and Holidays.
- Mears & Adams (Leslie Evanoski, Christine McKeon and Julie Myers)
8 am to 5 pm, Tuesday, November 2 and Thursday, November 11, 2021.
- Haberstroh, Sullivan & George (Jill Noel and Ray Wendekier)
4 pm to 10 pm, M-F and 7 am to 10 pm, Saturday, Sunday and Holidays.
- Evey Black Law Office (Shari Hurm and Danielle Mattern)
4 pm to 10 pm, M-F; and 7 am to 10 pm, Saturday, Sunday and Holidays.

D. **Court Administration:**

- a. Requesting approval of the issuance of a Purchase Order under the Master Lease Agreement between the County of Blair and Doing Better Business for the lease of one-1 Ricoh MP2555 B/W MFP, copy, print, scan, fax machine, for District Court 24-1-03, MDJ DeAntonio, in the amount of \$92.00 per month for sixty-60 months, includes 3,200 pages monthly, \$0.0049 per excess page.
- b. Requesting approval of a quote received from Atlantic Broadband Business for increased internet, phone and cable services for Magisterial District Court 24-1-03, MDJ DeAntonio, increasing the total monthly fee from \$101.28 to \$136.98.
- c. Requesting approval of a Fee Schedule received from Sign Language Specialists of Western PA, Inc., for AOPC Certified American Sign Language Interpreting Services for litigants and court users having business with the Magisterial District Courts and the Blair County Court of Common Pleas, in the amount of \$70.00 per hour portal to portal over ten-10 miles from facility, two-2 hour minimum; assignments after 6 pm to 7 am, in the amount of \$75.00 per hour, two-2 hour minimum.
- d. Requesting approval of a renewal Software and Technical Support Agreement between the County of Blair, Court Administration and Stenograph, for Voice Writing Business HR Support, in the total amount of \$3,445.00, for the period of December 10, 2021 through December 9, 2022.

E. Domestic Relations:

Requesting approval of a Private Attorney Contract by and between the Blair County Board of Commissioners, the Blair County Court of Common Pleas, Domestic Relations Section, and Tyler A. Rowles, Esq., to serve as the Title IV-D Attorney, in the amount of \$160.00 per billable hour, effective with contract signing through September 30, 2025, as directed by the Cooperative Agreement ratified September of 2020.

F. Juvenile Probation:

Requesting approval of a FY 21/22 Juvenile Court Judges' Commission Juvenile Probation Grant-In-Aid Award (#G-21-22-7), in the total amount of \$146,839.00, for the period of July 1, 2021 through June 30, 2022.

G. Sheriff's Office:

Requesting approval of an Annual Calendar Project Agreement between the County of Blair, Blair County Sheriff's Office and Law Enforcement Services, to conduct fund-raising efforts for the Blair County Sheriff's Office K-9 program, for the period of November 1, 2021 through October 31, 2023, at no cost to the county.

H. Southern Alleghenies Service Management Group:

a. Requesting approval of a FY 21/22 Early Intervention Contract between the County of Blair and Therapeutic Early Intervention Services, LP d/b/a Teis Early Intervention Provider, for the period of October 1, 2021 through June 30, 2022.

b. Requesting approval of a FY 21/22 Early Intervention Contract between the County of Blair and Bauer's All About Kids LLC, for the period of September 15, 2021 through June 30, 2022.

I. Social Services:

a. Requesting approval for submission of a contract extension request to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED), requesting to extend the contract end date for the FY 17 Community Development Block Grant (CDBG) Contract #C000069656, from March 15, 2022 to September 15, 2022, to provide adequate time to complete existing projects undertaken.

b. Requesting approval for submission of a FY 21/22 Pennsylvania Housing Affordability Rehabilitation Enhancement (PHARE) Funds Application to the Pennsylvania Housing Finance Authority (PHFA), in the amount of \$170,000.00 as outlined below:

Program	Amount
Housing Assistance Program	\$ 40,000.00
Blair County Re-Entry Program	\$ 30,000.00
Housing Rehabilitation/Water & Sewer Program	\$100,000.00

12. **OLD BUSINESS**

Finance:

Discussion concerning contract options, pricing and recommendations for the county's Natural Gas Suppliers.

*Current 2.813 blended rate

Contact Term	9/10/2021	9/28/2021	10/4/2021	10/14/2021	10/21/21	11/02/21	11/09/21
12 months	3.40	3.63	3.58	3.543	3.666	No update	
24 months	3.14	3.35	3.36	3.362	3.467	No update	
36 months	2.98	3.20	3.23	3.263	3.358	No update	
42 months	n/a	n/a	n/a	3.236 correction	3.309	No update	
48 months	2.97	3.10	3.15	3.195	3.286	No update	

13. **ADJOURN:**