

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, OCTOBER 3, 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. **UPCOMING MEETINGS**

Wednesday, October 4, 2023	9:00 a.m.	*Retirement Board (Commissioners Meeting Room)
	10:30 a.m.	*Salary Board (Commissioners Meeting Room)
Thursday, October 5, 2023	8:30 a.m.	*Park and Recreation Advisory Bd. (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	11:30 a.m.	Social Services Advisory Board Mtg. (At Blair HealthChoices)
	6:30 p.m.	Fort Roberdeau Association (At White Oak Hall Fort Roberdeau)
Friday, October 6, 2023		
Monday, October 9, 2023	Columbus Day	Courthouse Closed
Tuesday, October 10, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

6. **APPROVAL OF MEETING MINUTES 09/19/23 and 09/21/23**
7. **PUBLIC COMMENT**
8. **COMMISSIONERS COMMENTS**

9. **CONSENT AGENDA**

Resolution 470-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/03/2023	231003SS	\$371,268.71
10/03/2023	231003CO	\$ 30,835.92
10/03/2023	231003WW	\$116,963.72

Which include payment of the following invoices:

- McCarl's Preferred Services, in the total amount of \$3,479.00.

- b. Ratification of the following eight-8 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
09/19/2023	230919WW	\$866,846.30
09/26/2023	230926WW	\$289,030.34
09/29/2023	230929RF	\$ 971.76
09/27/2023	230927WT	\$649,800.00
09/28/2023	230928HR	\$ 17,277.56
09/25/2023	230925FS	\$ 1,589.40

- c. **2023 Budget Transfer:** Per-department costs for the fourth of five Nygren Training Solutions classes.

From	\$		To
01105-42070 Human Resources	\$101.27		762012-42070 APO Satellite
01105-42070 Human Resources	\$101.27		012012-42070 APO Satellite
01105-42070 Human Resources	\$101.27		01107-42070 Assessment
01105-42070 Human Resources	\$101.27		01101-42070 Commissioners
01105-42070 Human Resources	\$101.27		01101623-42070 Conservation District
01105-42070 Human Resources	\$101.27		01152-42070 Coroner
01105-42070 Human Resources	\$101.27		01155-42070 Costs and Fines
01105-42070 Human Resources	\$101.27		013201-42070 CYF
01105-42070 Human Resources	\$101.27		34156-42070 Domestic Relations
01105-42070 Human Resources	\$101.27		011062-42070 Elections
01105-42070 Human Resources	\$101.27		01113-42070 GIS
01105-42070 Human Resources	\$202.54		01202-42070 JPO
01105-42070 Human Resources	\$405.08		01209PO-42070 Prison
01105-42070 Human Resources	\$101.27		01153-42070 Prothonotary
01105-42070 Human Resources	\$101.27		01150-42070 Register and Recorder
01105-42070 Human Resources	\$101.27		01151-42070 Sheriff

01105-42070 Human Resources	\$202.54	75504-42070 Social Services
01105-42070 Human Resources	\$101.26	01111-42070 Tax Claim
01105-42070 Human Resources	\$101.26	01109-42070 Treasurer
01105-42070 Human Resources	\$101.26	01603-42070 Veteran Affairs

- d. **2023 Budget Transfer:** Transferring funds to the correct organization.

<u>From</u>	<u>\$</u>	<u>To</u>
01158-42000 District Attorney	\$141.19	01164711-42000 Victim Witness

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

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44960 General County Operations	\$900.00	01209PO-44960 Prison

- f. **2023 Budget Transfer:** Charges from HealthForce for invoices dated September 12, 2023.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$85.00	762012-42000 APO Satellite
01101GCO-42000 General County Operations	\$55.00	012012-42000 APO Satellite
01101GCO-42000 General County Operations	\$55.00	01152-42000 Coroner
01101GCO-42000 General County Operations	\$440.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$165.00	01158-42000 District Attorney
01101GCO-42000 General County Operations	\$110.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$55.00	01202-42000 JPO
01101GCO-42000 General County Operations	\$110.00	01160JB-42000 Judge Bernard
01101GCO-42000 General County Operations	\$55.00	01160WK-42000 Judge Kagaris
01101GCO-42000 General County Operations	\$55.00	01161FM-42000 MDJ Miller
01101GCO-42000 General County Operations	\$55.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$110.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$110.00	44122-42000 Public Safety – 911
01101GCO-42000 General County Operations	\$55.00	01103HW-42000 Public Works – Highway
01101GCO-42000 General County Operations	\$110.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$55.00	01164711-42000 Victim Witness

- g. **Parking Garage Stair Tower Project:** Requesting approval for payment of Application #5 (revised) received from Ralph J. Albarano & Sons, Inc., in the total amount of \$63,142.20.

- h. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:** Requesting approval of ECMS Submission, Estimate 005, in the total amount of \$124,688.64, received from Francis J. Palo, Inc. Expenses are 2% reimbursable through the Road Map Fund.

- i. **Holiday Schedule 2024:** Requesting approval of the Holiday Schedule for 2024 for non-union employees of the County of Blair.

- j. **Blair County Industrial Development Authority:** Requesting approval for the appointment of Clark Staplefeld to the Blair County Industrial Development Authority filling the expired term of James Crawford for the period of 07/25/23 through 07/24/28.

- k. **Employment:** Debra Conner, FT, Temporary, Department Assistant, Elections, \$11.00/hr., effective 10/02/23; Nicole M. Patkalitsky, PT, Temporary, Caseworker I, CYF, \$17.29/hr., effective 10/02/23; McKenzie A. Reilly, PT, Permanent, Caseworker I, CYF, \$17.29/hr., effective 10/02/23; and Mason K. Rogers, FT, Law Clerk, Public Defender, \$41,623.40/yr., effective 10/02/23.

- l. **Resignations:** Olivia M. Bosar, FT, Temporary Department Assistant, CYF, \$11.13/hr., effective 09/01/23.

- m. **Rescindment:** Katelyn L. Williams, FT, Administrative Support, JPO, \$11.58/hr., effective 09/13/23.

10. STAFF REPORTS & SPECIAL BUSINESS

A. Children, Youth and Families:

- i. Requesting approval for the submission of the 2023 Compensation Plan to the Pennsylvania Department of Human Services, Office of Children, Youth and Families.
- ii. Requesting approval of a copy pack agreement, including parts, labor and toner, under the Master Service Agreement with Doing Better Business, for the Children, Youth and Families Ricoh IM 7000 B/W MFP, Copy, Print, Scan, Fax Machine, ID# S39846, installed 08/10/23. Said copy pack agreement is in the monthly amount of \$90.00 for 15,000 pages, excess pages are \$0.0045 per page.

B. Department of Emergency Services:

- i. Requesting all of the FFY 2023 Emergency Management Performance Grant Agreement (EMPG) (C950004166), in the total amount of \$67,946.00, for the term period of 10/1/22 through 09/23/25, and the performance period of 10/1/22 through 09/30/23; and for the Board of Commissioners to electronically sign the grant agreement within the ESA System by 11/5/23.
- ii. Requesting approval for the submission of the FFY 2023-2025 Hazardous Materials Emergency Preparedness Grant (HMEP), Year 1, 2023-2024 Annual Status Report to the Pennsylvania Emergency Management Agency (PEMA), for projects completed for the period of 04/01/23 through 09/30/23.

iii. Requesting approval for the submission of the 911 Statewide Interconnectivity Funding Grant Application to the Pennsylvania Emergency Management Agency (PEMA), in the total amount of \$596,688.70, for SCM ESINet Maintenance, SAC CHE Maintenance, SAC Regional CAD, NG 911 GIS Services, Legacy Telephone Charges and Microwave Radio Update as outlined below:

- \$ 95,776.08 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 NG911 GIS Services.
- \$ 2,407.50 for Legacy Telephone (ILEC) Charges.
- \$300,988.50 for Capital project to upgrade the Microwave Radio Equipment.

C. Juvenile Probation:

Requesting approval of the FY 23/24 Juvenile Probation Services Grant Agreement between the County of Blair, Juvenile Probation Office and the Commonwealth of Pennsylvania, acting through the Juvenile Court Judges' Commission, in the aggregate amount of \$146,839.00, for the operation of the Juvenile Probation Office salaries and services, for the period of 07/01/23 through 06/30/24.

D. Assessment Office:

Requesting approval of a Statement of Work between the County of Blair, Assessment Office and Vision Government Solutions, for the EST CAMA™ Infrastructure Refresh Project, in the total amount of \$14,935.00; and approval of a Quote received from CDW-G for fifty-50 Microsoft Windows Remote Desktop Services Licenses, required for the virtual servers for the EST CAMA™ Infrastructure Refresh Project, in the total amount of \$5,053.50.

E. Social Services:

Requesting approval for the acceptance of the FY 22/23 Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Fund Conditional Award of Funds Letter received from the Pennsylvania Housing Finance Authority (PHARE), in the total amount of \$40,000.00, to support the Blair County Housing Assistance Program.

F. Fort Roberdeau:

- i. Requesting approval of a Security Services Agreement between the County of Blair and Keystone Investigation and Security Specialists, LLC for the services of three-3 security guards, at the rate of \$24.00 per hour (\$288.00 total) for three-3 guards from 5:30 p.m. to 9:30 p.m., Saturday October 7, 2023, for the Fort Roberdeau Halloween Adventure.
- ii. Requesting approval of a quote received from United Rentals, to provide three (3) light towers for the parking area during the Fort Roberdeau Halloween Adventure Event, in the total amount of \$405.00.

G. Human Resources:

Requesting approval of a Side Letter Agreement to the Collective Bargaining Agreement (CBA) between the County of Blair and union-eligible members of the United Mine Workers of America (UMWA) Residual Unit, effective 01/01/22 through and including 12/31/24, adding language specific to on-call pay effective October 3, 2023, and restating that all other current provisions of the CBA shall remain in effect.

H. Information Technology:

Requesting approval of a Quote received from Tyler Technologies, to perform a MUNIS Software Server Transfer, in the total amount of \$5,000.00.

I. Commissioners Office:

Requesting approval of a Confidentiality and/or Non-Disclosure Agreement by and between the County of Blair and Momentum ECM, LLC for access to digital information for the purposes of quoting a new digital storage system for county records. Said Agreement is at no cost to the county.

11. **OLD BUSINESS**

12. **ADJOURN**