

WORK SESSION: TUESDAY, FEBRUARY 13, 2024, 1:00 P.M.

Location: Commissioners Meeting Room, Basement.

**Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial-1-309-205-3325 or-1-646-876-9923, enter meeting number 988 9066 9264, and enter the meeting passcode 423423.*

CALL TO ORDER:

Commissioner Kessling called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Kessling called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Kessling requested that those participating in the meeting please stand and recite the Pledge of Allegiance to the Flag.

ROLL CALL:

MEMBERS PRESENT:

Commissioner Kessling, Commissioner Burke, Commissioner Webster, Chief Clerk Hemminger and Solicitor Nathan Karr.

OTHERS PRESENT:

Kay Stephens (Altoona Mirror), Courtney Sable (Records Management), A.C. Stichel IV (Controller), Lindsay Dempsie and Brandon Meck (Finance), Rebecca Robinson (Purchasing), Melena Koegler and Brian Walters (Human Resources), Glenn Nelson (Fort Roberdeau), Mark Taylor (EMA/911), Carol Hartman and Kelly Popich (SASMG), Don Weakland (Information Technology), and Nate Taylor (Public Access Channel).

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Nicole Hemminger announced an Executive Session was held on Friday, February 9, 2024 at 2:30pm with Commissioner Kessling, Commissioner Webster, Commissioner Burke, and herself to discuss the purchase of property.

APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES – 2/6 AND 2/8

Commissioner Kessling called for the approval Board of Commissioners Meeting Minutes of 2/6 and 2/8. **There were no corrections or changes noted.**

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENT:

Commissioner Kessling called for public comment.

Kay Stephens reiterated that she misses the list of upcoming meetings on the agenda.

COMMISSIONER COMMENTS:

Commissioner Kessling called for commissioner comments.

Commissioner Webster wished the public a Happy Valentine’s Day and Ash Wednesday.

Commissioner Kessling mentioned that he was looking forward to the open discussion on trails at Thursday’s Board of Commissioner’s meeting.

PROCLAMATION – 2024 Respected Citizen, Rocco Alianiello

Commissioner Kessling read the following Proclamation:

**PROCLAMATION
2024 RESPECTED CITIZEN
ROCCO ALIANIELLO**

WHEREAS, Rocco Alianiello has been a Blair County native since he was born, growing up in the Altoona area with four of his older siblings; and

WHEREAS, Rocco Alianiello graduated from Altoona Area High School in 1975, with a scholarship to play football at Waynesburg College, where he graduated four years later with a double major in Accounting and Business Administration; and

WHEREAS, Rocco Alianiello started his career in the food service industry by tossing pizzas at Pal-Mino’s Pizza Shop on 16th Street and soon after was offered a position as an Accounting Clerk for Sky Bros food distributors, a pioneering family business in the early 1980s; and

WHEREAS, Rocco Alianiello’s 40-year career in the food service industry focused on the importance of culture, work ethic, teamwork, and facilitating a sustainable workplace, having learned many lessons from his former bosses: Neil Portt, Steve Portt, Asher Sky, and Phil Sky; and

WHEREAS, Rocco Alianiello’s ended his corporate career as the Area President for US Foods in the late 1990s and, around the same time, he decided to turn his passion project into a business and opened Progressive Martial Arts and Fitness Center, which he continues to operate today with his wife, Kellie; and

WHEREAS, Rocco Alianiello and Kellie also volunteer their time at Mending Hearts Animal Rescue in Hollidaysburg, where they share their passion of rescuing animals, having eight cats of their own; and

WHEREAS, Rocco Alianiello continues to build the foundation to his legacy by instilling the same guiding principles in his two children, David and Brianna, and three grandchildren Skyli, Sawyer, and Grant; and

NOW, THEREFORE, BE IT PROCLAIMED, we, the Blair County Board of Commissioners on behalf of the citizens of Blair County, Pennsylvania would like to take this opportunity to recognize and thank Rocco Aliantello for his service to the citizens of the County of Blair, Pennsylvania and congratulate him on receiving the **2024 Respected Citizen Award**.

DULY ADOPTED, by the Board of Commissioners of the County of Blair, Pennsylvania, this 13th Day of February 2024.

Blair County Board of Commissioners:

Attest: _____
 David Kessling, President

 Amy E. Webster, Vice-President

 Laura O. Burke, Secretary

 Nicole M. Hemminger, Chief Clerk

Motion by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to accept the Proclamation as prepared.

**CONSENT AGENDA:
 Resolution 76 – 2024:**

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
02/13/2024	240213CY	\$37,720.92
02/13/2024	240213SS	\$748,144.58
02/13/2024	240213WW	\$470,048.38

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
02/10/2024	240210FP	\$257,530.10
02/08/2024	240208RA	\$10.00
02/06/2024	240206RA	\$543.10
02/02/2024	240202RA	\$4,400.00

c. **2024 Budget Transfer:** To cover fees from Justifacts for January 2024.

From	\$	To
01101GCO-42000 General County Operations	\$158.19	012012-42000 APO Satellite
01101GCO-42000 General County Operations	\$173.19	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$66.19	01160CO-42000 Custody
01101GCO-42000 General County Operations	\$320.38	013201-42000 CYF
01101GCO-42000 General County Operations	\$513.64	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$180.25	01160DC-42000 Judge Consiglio
01101GCO-42000 General County Operations	\$1429.90	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$267.90	01151-42000 Sheriff

d. **2024 Budget Transfer:** To cover County's half of a grievance arbitrator's legal fees.

From	\$	To
01101GCO-44080 General County Operations	\$997.50	01209PO-44080 Prison

e. **2024 Budget Transfer:** To cover a finance charge from a late November 2023 Justifacts invoice incurred January 2024.

From	\$	To
01101GCO-42250 General County Operations	\$23.52	01105-42250 Human Resources

f. **2024 Budget Transfer:** To cover expenses from HealthForce from January 2024.

From	\$	To
01101GCO-42000 General County Operations	\$55.00	01160-42000 Court Administration
01101GCO-42000 General County Operations	\$55.00	113201-42000 CYF
01101GCO-42000 General County Operations	\$55.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$55.00	01160DC-42000 Judge Consiglio

g. **2024 Budget Transfer:** To cover the cost of a new prison transport van.

From	\$	To
36101-46060 Capital Reserve	\$32,768.89	01209PO-46060 Prison

h. **2024 Budget Transfer:** To cover maintenance on county vehicles.

From	\$	To
01103HW-44730 Highway	\$738.55	01151-44730 Sheriff

i. **2023 Budget Transfer:** To cover fees from HealthForce for November and December 2023.

From	\$	To
01101GCO-42000 General County Operations	\$165.00	012012-42000 APO Satellite
01101GCO-42000 General County Operations	\$55.00	762012-42000 APO
01101GCO-42000 General County Operations	\$220.00	01107-42000 Assessment
01101GCO-42000 General County Operations	\$110.00	01112-42000 Controller
01101GCO-42000 General County Operations	\$55.00	01152-42000 Coroner
01101GCO-42000 General County Operations	\$55.00	01155-42000 Costs and Fines
01101GCO-42000 General County Operations	\$385.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$165.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$55.00	01202-42000 JPO
01101GCO-42000 General County Operations	\$55.00	01160FM-42000 Judge Miller
01101GCO-42000 General County Operations	\$965.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$165.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$55.00	01157-42000 Public Defender
01101GCO-42000 General County Operations	\$55.00	44122-42000 911
01101GCO-42000 General County Operations	\$55.00	01602-42000 EMA
01101GCO-42000 General County Operations	\$55.00	01103CS-42000 Custodial Services
01101GCO-42000 General County Operations	\$55.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$120.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$55.00	011192-42000 Records Management
01101GCO-42000 General County Operations	\$285.00	01151-42000 Sheriff

j. **2023 Budget Transfer:** To cover charges from Boyer Refrigeration.

From	\$	To
01103BM-42110 Building Maintenance	\$529.66	762012-44740 APO
01103BM-42220 Building Maintenance	\$1,370.00	762012-44740 APO
01103BM-44030 Building Maintenance	\$1,500.00	762012-44740 APO

k. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:**

Requesting approval of an ECMS submission, Estimate 13, in the total amount of \$47,994.28 received from Francis J. Palo, Inc. Expenses are partially reimbursable through the Road Map Fund.

1. **Ratification of payroll:** For check dated 2/9/2024 in the total amount of \$820,208.52.

m. **Resignations:** Howard, Hobart, FT, Deputy, Sheriff, \$15.52/hr., effective 1/12/24; Altemara, Michele, FT, Department Clerk II, Domestic Relations, \$11.58/hr., effective 2/5/24; McGeary, Lori, FT, Telecommunicator Trainee, Public Safety, \$13.88/hr., effective 2/6/24; Lasure, Brandon, FT, Deputy, Sheriff, \$16.71/hr., effective 2/8/24; Gorbar, Brennen, FT, Deputy, Sheriff, \$16.40/hr., effective 2/16/24; and Yohn, Bonita, FT, Receptionist/Clerk, Prothonotary, \$11.31/hr., effective 2/16/24.

n. **Employments:** Burkett, Ronald, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; Delozier, Kelly, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; Ginter, Michael, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; Hampton, Casey, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; Ross, Sarah, FT, Caseworker I, CYF, \$20.00/hr., effective 2/12/24; Ruffley, Patrick, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; Shuman, Steven, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; Smith, Patrick, FT, Corrections Officer, Prison, \$21.53/hr., effective 2/12/24; and Zuluaga, Tami, PT, Department Clerk, Records Management, \$11.58/hr., effective 2/12/24.

o. **Status Changes:** Patkalitsky, Nicole, PT, Temporary Nonunion, Caseworker I, CYF, \$20.00/hr., to Caseworker II, CYF, \$20.50/hr., effective 1/4/24.

Commissioner Webster commented on item “e” and asked why the County received a finance charge.

Lindsay Dempste clarified that the charge came from a late November 2023 invoice that the County incurred in January 2024 and was the reason this item is categorized as a 2024 budget transfer.

Commissioner Burke noted her abstention on the payment of an invoice to Thomas and Chandra Jandora as well as the payment to Blair Senior Services due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 76-2024 with the abstentions as noted.

REPORTS & SPECIAL BUSINESS

Social Services:
Carol Hartman requested approval to submit the Blair County Early Intervention Program Report to the Commonwealth of Pennsylvania Department of Human Services for FY 2021-2022.

Discussion followed.

Prison:

Chief Clerk Hemminger, on behalf of the Prison, requested approval to accept the bids received February 12 for food and on-food items for the Blair County Prison for review and award or rejection according to County Code thereafter.

Chief Clerk Hemminger mentioned there were 9-nine companies who submitted bids.

Discussion followed.

Resolution 77-2024: Approving the acceptance of the bids received for food and non-food items for the Blair County Prison for review and award or rejection according to County Code thereafter.

Motion by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 77-2024.

Department of Emergency Services:

Mark Taylor requested approval of the Commercial Alarm Article of Agreement between the County of Blair, Department of Emergency Services/911E and the various agencies, companies, and residential alarm monitoring customers, in the annual amount of \$300.00, for the period of 07/01/24 through 06/30/25.

Mr. Taylor mentioned that this agreement is an annual request for private alarm systems to be monitored by the 911-E center. He also mentioned that this service generates approximately \$8,000 of revenue per year for the County.

Discussion followed.

Human Resources:

i. Brian Walters requested approval of a contract between County of Blair and MetLife Legal Plans, Inc. to offer optional legal plan coverage to enrolled employees at the rate of \$18.00 per employee per month for the period of April 1, 2024 through March 31, 2027 at no cost to the County.

Mr. Walters mentioned that this is a voluntary option for County employees to access over 50,000 in-network attorneys that offer their services at negotiated rates.

Commissioner Webster asked whether there were any Blair County attorneys participating.

Mr. Walters said he would have to cross-check the list to verify.

Commissioner Burke asked if there are any exclusions for criminal matters.

Mr. Walters said that the list of exclusions is included in the optional coverage document and noted that non-covered matters can get up to 4 hours of legal counsel.

Discussion followed.

ii. Chief Clerk Hemminger, on behalf of Human Resources, requested approval of the revisions made to the existing Emergency Closure policy effective February 15, 2024.

Chief Clerk Hemminger explained that the revisions made to the Emergency Closure policy include clarifying and expanding on when an employee would or would not get paid during an emergency closure.

Discussion followed.

Blair County Bridges 87.88.89.92/Box Culvert Projects:

Paul Shaffer requested approval of Change Order #3 received from Francis J. Palo, Inc. for additional work to Bridges 87, 88, 89, and 92 for the Box Culvert project in the total increased amount of \$20,258.11.

Discussion followed.

Fort Roberdeau:

i. Glenn Nelson requested approval of the 2024 Fort Special Events schedule and a 50th Anniversary logo, celebrating Fort Roberdeau's registration as a National Historic Site, to be included in the Fort Roberdeau brochure.

Discussion followed.

ii. Glenn Nelson requested approval of a contract between the County of Blair, on behalf of Fort Roberdeau and Barash Media for a ¼ page, 4-color advertisement, in the Blair County Chamber 2024 Membership Directory and Buyers' Guide, at the negotiated rate of \$695.00.

Discussion followed.

Records Management:

Courtney Sable requested approval of the Master Services Agreement and Statement of Work between the County of Blair and Momentum ECM, LLC for implementation of a new records management system, Laserfiche, and migration of legacy content from current system, OnBase, in the total amount of \$139,040.00. Payment will be made after each phase is complete per the breakdown below:

Phase	Payment
Pre-phase Software Costs*	\$40,290.00
Phase 1 – Kickoff	\$6,450.00
Phase 2 – Implementation	\$27,690
Phase 3 – Development	\$20,191
Phase 4 – Testing	\$16,152
Phase 5 – Production	\$16,152
Phase 6 – Acceptance	\$12,115

Total Project cost is \$139,040, of which \$40,290 are software costs (PA Co-stars Contract #000-E22-221).

*All pre-phase software costs are to be paid upon signing of this contract

Chief Clerk Hemminger requested that the Board of Commissioners provide direction on how expenditures would be paid.

The Board decided to use American Rescue Plan (ARPA) funds as these expenditures are eligible under that funding source.

Discussion followed.

Commissioners:

i. Allison Senkevich requested approval for the acceptance of the 2023-2024 PCoRP Loss Prevention Grant award in the total amount of \$22,596.00.

Ms. Senkevich mentioned that the total grant award is \$30,000 and she will be submitting a second Request with additional projects for the remaining balance.

ii. Allison Senkevich requested approval of a proposal received from Empire Communications for upgrading an access control system for the Adult Probation satellite office, in the total amount of \$16,326.00.

Discussion followed.

iii. Allison Senkevich requested approval of a proposal received from Empire Communications for adding a new access control system for the District Attorney's office, in the total amount of \$6,270.00.

Discussion followed.

OLD BUSINESS:

Department of Emergency Services:
Resolution 67-2024: Approving the request to reinstate the Blair County 911 Steering Committee through the adoption of the Standard Operating Procedures and approving the list of committee members.

Mr. Taylor clarified that the committee members are volunteers and representatives of each group i.e. fire, public safety, emergency services, etc. and, due to the nature of their jobs, having them on a committee helps to provide the necessary feedback to enhance.

Commissioner Burke mentioned that she received guidance from the County Solicitor regarding her questions on the number of people in the quorum.

Motion by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 67-2024.

Commissioners:

i. Chief Clerk Hemminger requested approval to rescind Resolution 40-2024, dated January 25, 2024.

Chief Clerk Hemminger mentioned that there was an issue with the named funding source on Resolution 40-2024 and needed to be corrected with a new Resolution.

Resolution 78-2024: Approving the request to rescind Resolution 40-2024, dated January 25, 2024.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 78-2024.

ii. Chief Clerk Hemminger requested approval of the 2024 Training Membership Program Contract between the County of Blair, on behalf of the Department of Emergency Services, and Bucks County Community College Department of Public Safety, for the “Bronze Membership”, in the total annual membership fee of \$1,300.00 per calendar year, paid by the Hazardous Material Response Fund (HMRF) grant.

Resolution 79-2024: Approving the 2024 Training Membership Program Contract between the County of Blair, on behalf of the Department of Emergency Services, and Bucks County Community College Department of Public Safety, for the “Bronze Membership”, in the total annual membership fee of \$1,300.00 per calendar year, paid by the Hazardous Material Response Fund (HMRF) grant.

Motion by Commissioner Webster, seconded by Commissioner Kessling and unanimously approved to adopt Resolution 79-2024.

New Business:

None.

Adjourn:

Meeting Adjourned,



Nicole M. Hemminger, Chief Clerk

