

**WORK SESSION: TUESDAY, MAY 23, 2023, 10:00 A.M.**

Location: Commissioners Meeting Room, Basement.

*\*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 Burke called the meeting to order.

**Moment of Silent Reflection:**

Commissioner Burke called for a moment of silent reflection.

**Pledge of Allegiance to the Flag:**

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

**Roll Call:**

**Members Present:**

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

**Members Absent:**

Commissioner Erb

**Others Present:**

Melissa Harpster (Commissioners Office), Paul Shaffer (Public Works), Carol A. Dannenberg (Hollidaysburg Community Watchdog), Angela Wagner and AC Stickel (Controller’s Office), Rebecca Robinson (Purchasing), Brandon Meck and Lindsay Dempsie (Finance), Kay Stephens (Altoona Mirror), Tricia Maceno (Social Services), Jim Pooler (Public Works/Building Maintenance), Derek Flaig (Blair Senior Services), Jim Ott (Sheriff), and Mindy Hostler (CYF).

**Upcoming Meetings**

Wednesday, May 24, 2023	10:00 a.m.	SAP&DC Board Meeting (Commission Office)
Thursday, May 25, 2023	8:30 a.m.	Planning Commission (Altoona Water Authority)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
	10:30 a.m.	*Salary Board Meeting (Commissioners Meeting Room)
Friday, May 26, 2023		
Monday, May 29, 2023	Memorial Day	Courthouse Closed
Tuesday, May 30, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

**Approval of Meeting Minutes:** 05/09/23 and 05/11/23  
Moved to the meeting of May 25, 2023. **No action taken.**

**Public Comment:**

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

**Commissioner Comments:**

Commissioner Burke called for commissioner comments.

Commissioner Webster stated that May 21-27, 2023 is National Emergency Medical Services (EMS) Week. She asked that we remember all EMS personnel for the vital public service and life-saving care they provide to those in need 24 hours a day, seven days a week.

Commissioner Burke stated that May is Foster Care Month and Mental Health Awareness Month.

**Consent Agenda:**

**Resolution 244-2023:**

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/23/2023	230523SS	\$481,170.38
05/23/2023	230523WW	\$773,508.44
05/23/2023	230523CY	\$631,929.40

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
05/16/2023	230516RF	\$ 144.48
05/18/2023	230518HR	\$ 9,779.97
05/15/2023	230515WW	\$ 62,954.89
05/15/2023	230515FS	\$ 3,566.70
05/11/2023	230511HR	\$ 12,701.04
05/08/2023	230508RF	\$ 628.83
05/08/2023	230508FS	\$ 2,598.38
05/08/2023	230508WT	\$499,391.25

- c. Ratification of Total Payroll for the Check Dated May 19, 2023, in the total amount of \$837,550.23.

- d. **2023 Budget Transfer:** Legal fees for the month of April received from Campbell Durrant.

<b>From</b>	<b>\$</b>	<b>To</b>
01101GCO-44080 General County Operations	\$5,491.40	01209PO-44080 Prison

- e. **2023 Budget Transfer:** Legal fees for the month of April received from McNeese Wallace.

<b>From</b>	<b>\$</b>	<b>To</b>
01101GCO-44080 General County Operations	\$1740.00	013201-44080 CYF

01101GCO-44080 General County Operations	\$3375.00	01103BM-44080 Public Works – Building Maintenance
01101GCO-44080 General County Operations	\$ 735.00	01103HW-44080 Public Works – Highway
01101GCO-44080 General County Operations	\$ 180.00	75504-44080 Social Services
01101GCO-44080 General County Operations	\$3870.00	44122-44080 Public Safety – 911
01101GCO-44080 General County Operations	\$2198.99	01202-44080 Juvenile Probation
01101GCO-44080 General County Operations	\$7800.00	01101-44080 Commissioners
01101GCO-44080 General County Operations	\$ 330.00	01103BM-44080 Public Works – Building Maintenance
01101GCO-44080 General County Operations	\$ 330.00	01101-44080 Commissioners

f. **2023 Budget Transfer:** Insurance deductible fees received from PCoRP.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-44960 General County Operations	\$10,000.00	01209PO-44960 Prison

g. **2023 Budget Transfer:** For reimbursement to the Act 89 Fund.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-41999 General County Operations	\$147,500.00	01103HW-49059 Highway

h. **District Attorney:** Requesting approval of one-1 Pennsylvania State University Intern, Ziwei (William) Lin (240 hours), for the period of August 21, 2023 through November 9, 2023. Internship is for credit only and at no cost to the county.

i. **Blair County Redevelopment Housing Authority:** Requesting approval for the reappointment of Jane Petroski to the Authority for the period of July 23, 2023 through July 22, 2028.

j. **Employment:** Joseph M. Cox, III, FT, Chief, JPO, \$59,223.33/yr., effective 05/22/23; Hailee R. Lang, Per Diem, Deputy Coroner, Coroner’s Office, \$80.00/per shift, effective 05/30/23; Paige O. McCarthy, FT, Criminal Case Manager, Court Administration, \$14.07/hr., effective 05/22/23; Kristy R. Weyant, FT, Administrative Support, MDJ Blattenberger, \$11.58/hr., effective 05/22/23; Rashayle M. Claar, Dustin R. Marshall, and Joshua J. Romano, FT, Corrections Officer, Prison, \$21.05/hr., effective 05/15/23; Ashley E. Hinkle, PT (999), Receptionist/Clerk, Costs and Fines, \$11.03/hr., effective 05/15/23; and Cole M. Thompson, PT, Fill-In (1500), Corrections Officer, Prison, \$15.08/hr., effective 05/15/23.

k. **Resignations:** Kellie M. Glunt-Novak, PT, Telecommunicator, Public Safety/911, \$16.54/hr., effective 05/16/23; Jennifer R. White, FT, Specialty Courts Administrative Assistant, APO, \$13.97/hr., effective 05/19/23; Ian D. Hausner, FT, District Attorney, District Attorney’s Office, \$50,278.02/yr., effective 05/26/23; Alicia M. Endress, FT, Seasonal Tour Guide, Fort Roberdeau, \$11.00/hr., effective 05/16/23; Michala K. Magnetti, FT, Corrections Officer, Prison, \$21.05/hr., effective 04/27/23; Sean A. Fernandes, FT, Corrections Officer, Prison, \$21.05/hr., effective 05/07/23; Cynthia E. Bundy, FT, Second Deputy-Orphans’ Court, Prothonotary, \$13.83/hr., effective 05/12/23; Joseph A. Labriola, FT, Juvenile Probation Officer, JPO, \$17.71/hr., effective 05/12/23; and Eric W. Dostal, FT, Corrections Officer, Prison, \$22.16/hr., effective 01/05/23.

l. **Employment Status Change:** Philip J. Sullivan, From, FT, Telecommunicator, Public Safety/911, \$16.70/hr., To, FT, Lead Telecommunicator, Public Safety/911, \$18.20/hr., effective 05/13/23; Steffan J. Housum, From, FT, Juvenile Probation Officer, JPO, \$17.31/hr., To, FT, Maintenance Technician/Truck Driver, \$16.43/hr., effective 05/15/23; and Molly B. Wink, From, FT, Interim Chief, JPO, To, FT, Deputy Chief, JPO, the \$101.88 temporary out-of-class pay ends the last day of pay period prior to new hire, in this case with DOH 05/22/23. Returns to \$2,037.64/biweekly, effective 05/13/23.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 244-2023.

**Staff Reports & Special Business:**

**Blair Senior Services:**

Derek Flaig requested approval for the acceptance of the FY 2021/2022 Medical Assistance Transportation Program (MATP) allocation, in the amount of \$1,233,089.00.

Mr. Flaig stated that the request is for the final MATP allocation for FY 2021/2022. He stated that the allocation amount of \$1,233,089.00 is based on the Department of Human Services (DHS) review of the final FY 2021/2022 reconciliation report submitted to them, and that the allocation amount reflects an 11.2% increase.

Discussion followed.

**Social Services:**

i. Tricia Maceno requested approval for the submission of Revision 3, of the State FY 2021/2022 Income and Expense Report for the Human Services Block Grant for Mental Health, Housing Assistance Program, Human Services and Support Services, Intellectual Disabilities, and Drug & Alcohol Programs to the PA Department of Human Services (DHS), for a new retained earnings amount of \$217,553.00 (a reduction of \$921.00).

Ms. Maceno stated that the revision is to correct the Federal COVID-19 grant amount expended for the Outpatient (OP) Student Assistance Program and the Mental Health (MH) Crisis Intervention Services to match the grant quarterly expenditure report amounts for the time-period ending June 30, 2021. She stated that the expense increased the MH State Block Grant by \$921.00 thus reducing the retained earnings amount to \$217,553.00.

Discussion followed.

ii. Tricia Maceno requested approval of an Affordable Housing Trust Fund disbursement in an amount not to exceed \$20,000.00, for Operation Safe Space to assist in providing housing services for those being relocated from inhabitable living conditions.

Chief Clerk Hemminger stated that Commissioner Erb indicated that he would like to share some comments on Operation Safe Space at the May 25, 2023 Business Session.

Discussion followed.

**Children, Youth and Families:**

i. Mindy Hostler requested approval of a FY 2022/2023 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Children’s Aid Society of Clearfield County.

Discussion followed.

- ii. Mindy Hostler requested approval of a FY 2022/2023 Purchase of Service Agreement and a HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Pressley Ridge.

Discussion followed.

**Court Administration:**

Chief Clerk Hemminger requested approval for submission of the Senior Judge Chambers & Support Staff Application for Senior Judge Reimbursable Costs incurred in calendar year 2022 to the Administrative Office of Pennsylvania Courts (AOPC), in the total amount of \$9,694.00.

Chief Clerk Hemminger stated that the reimbursable costs incurred in calendar year 2022 does reflect an increase from prior years.

Discussion followed.

**Public Works/Highway:**

Paul Shaffer requested approval of a 2023 pricing agreement between the County of Blair and ProActive Sports for the following employee uniform items:

- 29M, Adult, Safety Green Tee Shirt \$ 6.50
- 1799S, Adult, Safety Green Coat \$125.00
- G185, Adult, Safety Green Pull Over Hood \$ 18.00
- G186, Adult, Safety Green Full Zip \$ 24.00
- (Sizes SM-XL)
- (Add an additional \$2.00 for size XXL; add an additional \$3.00 for size XXXL)

Mr. Shaffer stated that this quote was the best price received from all vendors and other county departments might benefit from the 2023 pricing agreement should they wish to purchase such items for their departments. He stated that purchases made for the Public Works/Highway Department would be paid from Liquid Fuel Funds.

Discussion followed.

**Prison:**

Abbie Tate requested approval for the acceptance of bids received for review, award or rejection according to county code thereafter for the Blair County Prison Security Upgrades Project.

Name	Bid amount
Montgomery Technology Systems LLC	\$1,376,900.00
Westmoreland Electric Services LLC	\$2,734,300.00

Warden Tate requested that the Board consider accepting the two-2 bids received for engineering and legal review.

Discussion followed.

**Resolution 245-2023:** Approving the acceptance of the following bids received for review, award or rejection according to county code thereafter for the Blair County Prison Security Upgrades Projects:

Name	Bid amount
Montgomery Technology Systems LLC	\$1,376,900.00
Westmoreland Electric Services LLC	\$2,734,300.00

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 245-2023.

**Commissioner’s Office:**

- i. Chief Clerk Hemminger requested approval of the 2023-2024 PCoRP Commercial Insurance Renewal Proposal received, in the total premium amount of \$455,504.00, for the policy period of June 1, 2023 through June 1, 2024, and the 40%-30%-30% payment option as outlined below:

- June 1, 2023 40% \$182,202.00
- September 1, 2023 30% \$136,651.00
- December 1, 2023 30% \$136,351.00

Chief Clerk Hemminger stated that the PCoRP price increased \$55,000 to \$57,000 overall. She stated that the county’s rate increase is in-line with other counties at 14%.

Discussion followed.

- ii. Chief Clerk Hemminger requested approval for the acceptance of the 2022-2023 PCoRP Loss Prevention Grant Award, in the total amount of \$13,515.98, which includes \$1,443.98 for a new projector system provided by BenQ for the public meeting room, and \$12,072.00 for seven-7 door swipes for various locations within the courthouse.

Commissioner Burke asked Chief Clerk Hemminger how the county justified the purchase of a projector system under a loss prevention grant. Chief Clerk Hemminger responded that the projector system would be used in the development of a training room, and the project system would be used to provide employees with various training sessions offered through PCoRP.

Discussion followed.

- iii. Chief Clerk Hemminger requested approval to dissolve the Solid Waste Authority.

Solicitor Karn stated that since the county has no landfill and no involvement with recycling or waste the decision to deed the Buckhorn property to the Inter-municipal Relations Committee (IRC) took place in March 2023. With no land to hold the Solid Waste Authority is no longer of use to the County.

Discussion followed.

**Old Business:**

None

**Adjourn:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk