



BLAIR COUNTY BOARD OF COMMISSIONERS MINUTES

Thursday, October 30, 2025, 10:00 A.M.
COMMISSIONERS MEETING ROOM, BASEMENT

1. **CALL TO ORDER:**

Commissioner Kessling called the meeting to order.

2. **MOMENT OF SILENT PRAYER:**

Commissioner Kessling called for a moment of silent prayer.

3. **PLEDGE OF ALLEGIANCE:**

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

4. **MEMBERS PRESENT:**

Commissioner Kessling, Commissioner Burke and Chief Clerk Alicia Tiracave.

5. **OTHERS PRESENT:**

Jen Cutshall, Lori Guyer (Commissioners), Lindsay Dempsie, Brandon Meck (Finance), A.C. Stickel, Angela Wagner (Controller), Becky Robinson (Purchasing), Tricia Johnson, Patricia Muriceak (Social Services), Cris Fredrickson (Emergency Management), Paul Shaffer (Public Works - Highway), Nick Burket (Public Works – Facilities), Ray Benton (Coroner), Mindy Hostler, Eric Malloy (CYF), Kyle Brashear (Human Resources), Rachel Foor-Musselman (Altoona Mirror), Nicole Hemminger (Public)

6. **EXECUTIVE SESSION ANNOUNCEMENT:**

An Executive Session was held on October 29, 2025, at approximately 12:30 p.m. with the Commissioners, Chief Clerk, Assistant Chief Clerk, Finance Director, and Human Resources Director regarding one (1) personnel matter and one (1) position.

7. **APPROVAL OF THE BOARD OF COMMISSIONERS MEETING MINUTES – 10/23/2025**

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt the minutes as prepared.

8. **PUBLIC COMMENT:**

None

9. **COMMISSIONERS COMMENTS:**

Commissioner Burke reminded everyone that tonight is Trick-or-Treat in most of Blair County, but some locations have moved it to tomorrow or Saturday. The Sheriff's Office issued a press release outlining the updated information. Commissioner Burke encouraged everyone to be extra careful when driving and watch for children. the event.

Commissioner Burke reminded everyone that Tuesday, November 4, 2025, is Election Day and encouraged people to vote or return their mail in ballots. Polls are open from 7:00 a.m. to 8:00 p.m., and rides should be available for anyone needing assistance in getting to a polling location.

10. **CONSENT AGENDA**

Resolution 497– 2025:

a. Ratification of the following seven (7) Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/28/2025	251028WW	\$109,149.48
10/28/2025	251028SS	\$50,996.20
10/28/2025	251028UT	\$29,548.63
10/24/2025	251024WX	\$9,389.94
10/14/2025	251014FS	\$1,918.83
10/23/2025	251023HR	\$26,591.40
10/23/2025	251023RF	\$1,225.11

b. **2025 Budget Transfer:** To cover the cost of P Corp insurance deductibles:

From	\$	To
01101GCO-44960 General County Operations	\$10,000.00	01209PO-44960 Prison
01101GCO-44960 General County Operations	\$1,642.00	01209PO-44960 Prison
01101GCO-44960 General County Operations	\$250.00	01103BM-44960 Building Maintenance
01101GCO-44960 General County Operations	\$2,667.00	01209PO-44960 Prison

- c. Commissioners: Requesting approval of a Letter of Support from the Blair County Board of Commissioners to Lauren Atwell-Bass, ARC State Program Manager, PA Department of Community and Economic Development, in support of Alleghenies Broadband, Inc.
- d. County Bridge #69/Sgt. 1st Class Thomas V. Dodson Memorial Bridge: Requesting approval of the Application for Payment #6 (final) to Merlo Inc. for Bridge #69 construction in the amount of \$10,504,74 from the October 2025 Audit Result.
- e. Bridge #33/Old Mill Run Bridge Replacement Project: Requesting approval of ECMS submission Invoice #16, Part 1, Preliminary Design, in the total amount of \$1,708,91, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- f. Bridge #73/IT-349 Bridge Removal Project: Requesting approval of ECMS submission Invoice #2, Part 1, PE Phase, in the total amount of \$18,764.28, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.
- g. County Road 101:
 - i. Requesting approval to rescind item "n" from Resolution 487-2025 dated October 23, 2025.
 - ii. Requesting approval to accept a \$10,000.00 bond from Enbridge – Texas Eastern for a project requiring the use of the County's Right of Way access on County Road 101 (Everett Road).
- h. Employments: McCabe, Paulette, FT, First Deputy – Register of Wills, Register and Recorder, \$16,71/hr., effective 10/27/2025.
- i. Status Changes: Sford, John, FT, Assistant Public Defender II, Public Defender, \$2,700.31 biweekly, to FT, First Assistant Public Defender, \$3,141.27 biweekly, effective 9/30/2025. Moffitt, Nicholas, FT, Corrections Officer, Prison, \$22.66/hr., to FT, Lieutenant, Prison, \$2,303.80 biweekly, effective 10/4/2025. States, Emily, FT, Operations Manager, 911 Center, \$28,46/hr., to FT, Public Safety Coordinator, 911 Center, \$2,515.81 biweekly, effective 10/11/2025. Morina, Andrea, FT, First Deputy – Register of Wills, Register and Recorder, \$16,71/hr., to FT, Second Deputy – Register and Recorder, Register and Recorder, \$21.33/hr., effective 10/27/2025.
- j. Retirements: Salomie, Elizabeth, FT, Corrections Officer, Prison, \$23.29/hr., effective 10/21/2025. Bodenski, Rosemarie, FT, Second Deputy – Register and Recorder, Register and Recorder, \$23.72/hr., effective 10/24/2025.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 497-2025.

Coroner:

Ray Benton requested approval to submit a Work Statement agreeing that the Coroner's Office shall provide case level data reports to the Commonwealth of Pennsylvania, Department of Health.

Ray Benton noted that the Department of Health offsets some of the expense of preparing these reports by giving the Coroner's Office a sum of \$10,000.00.

Resolution 498-2025: Approving the submission of a Work Statement agreeing that the Coroner's Office shall provide case level data reports to the Commonwealth of Pennsylvania, Department of Health.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 498-2025.

Public Works – Facilities:

Nick Burkett requested approval of Change Order #1 between the County of Blair and Robert's Pest Control to increase Blair County Prison visits to twice per month from November 1, 2025 through July 31, 2026, for an additional cost of \$125.00 per month.

Resolution 499-2025: Approving Change Order #1 between the County of Blair and Robert's Pest Control to increase Blair County Prison visits to twice per month from November 1, 2025 through July 31, 2026, for an additional cost of \$125 per month.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 499-2025.

Public Works – Highway:

Paul Shaffer requested approval of the application for a Highway Occupancy Permit submitted by Enbridge – Texas Eastern for a project requiring the use of the County's Right of Way Access on County Road 101 (Everett Road).

Resolution 500-2025: Approving the application for a Highway Occupancy Permit submitted by Enbridge – Texas Eastern for a project requiring the use of the County's Right of Way Access on County Road 101 (Everett Road).

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 500-2025.

Emergency Management:

Cris Fredrickson requested approval of the calendar years 2026 and 2027 Hazardous Material Response Team (HMRT) Agreement between the County of Blair, the Blair County Local Emergency Planning Committee (BCLEPC), and the City of Altoona Fire Department's Hazmat Team as the contracted Hazmat team for the County of Blair. Said agreement is for \$30,000.00 per year, and the schedule of fees as outlined in Exhibit A of the Agreement is paid out of Act 165 funds. \$5,000.00 will be reimbursed through the 2025/2026 Hazardous Materials Response Fund (HMRF) Grant in 2026.

Resolution 501-2025: Approving the calendar years 2026 and 2027 Hazardous Material Response Team (HMRT) Agreement between the County of Blair, the Blair County Local Emergency Planning Committee (BCLEPC), and the City of Altoona Fire Department's Hazmat Team as the contracted Hazmat team for the County of Blair. Said agreement is for \$30,000.00 per year, and the schedule of fees as outlined in Exhibit A of the Agreement is paid out of Act 165 funds. \$5,000.00 will be reimbursed through the 2025/2026 Hazardous Materials Response Fund (HMRF) Grant in 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 501-2025.

Controller:

A.C. Stickel requested approval of the contract extension between the County of Blair and Zelenkofske Axelrod LLC for Auditing Services for the years and amounts listed below:

Year	Amount
2025	\$90,125.00
2026	\$92,829.00
2027	\$95,614.00

A.C. Stickel noted that the contract is for three years, with a three (3) year extension. He stated that Zelenkofske Axelrod LLC has done a fabulous job and has been very helpful. Delays that have occurred have not been the company's fault, and he is very happy with the service that has been provided. Controller Stickel then stated that policy prohibits using the same auditor for more than six (6) years, so once this three (3) year extension is up, an RFP will need to be issued to obtain new auditing services.

Resolution 502-2025: Approving the contract extension between the County of Blair and Zelenkofske Axelrod LLC for Auditing Services for the years and amounts listed below:

Year	Amount
2025	\$90,125.00
2026	\$92,829.00
2027	\$95,614.00

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 502-2025.

Children, Youth and Families:

- i. Eric Malloy requested approval of the FY 2025/2026 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Family Care for Children and Youth.

Resolution 503-2025: Approving the FY 2025/2026 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Family Care for Children and Youth.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 503-2025.

- ii. Eric Malloy requested approval of the FY 2025/2026 Renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families, and the Children's Home of Pittsburgh.

Resolution 504-2025: Approving the FY 2025/2026 Renewal Purchase of Service Agreement between the County of Blair, Blair County Children, Youth and Families, and the Children's Home of Pittsburgh.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 504-2025.

- iii. Eric Malloy requested approval of the FY 2025/2026 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Lifespan Family Services of PA.

Resolution 505-2025: Approving the FY 2025/2026 Renewal Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Lifespan Family Services of PA.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 505-2025.

- iv. Eric Malloy requested approval of the FY 2024/2025 Budget Amendment between the County of Blair, Blair County Children, Youth and Families, and the Commonwealth of Pennsylvania.

Commissioner Burke questioned the nature of the budget changes.

Mindy Hostler responded that they were overbudget on community placements and administrative costs.

Resolution 506-2025: Approving the FY 2024/2025 Budget Amendment between the County of Blair, Blair County Children, Youth and Families, and the Commonwealth of Pennsylvania.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 506-2025.

Social Services:

- i. Patricia Muriceak requested approval to submit the 2025 Blair County MH/ID/EI Employees Compensation Plan.

Ms. Muriceak introduced herself to the Commissioners as the Fiscal Officer for the Department of Social Services.

Resolution 507-2025: Approving the submission of the 2025 Blair County MH/ID/EI Employees Compensation Plan.

Motioned by Commissioner Kessling, second by Commissioner Burke, and approved to adopt Resolution 507-2025.

- ii. Patricia Muriceak requested approval of an Affordable Housing Trust Fund Disbursement for the Code Compliance Repair Assistance Program to assist with exterior scraping and painting of the house located at 1102 16th Avenue, Altoona, PA, in the not-to-exceed amount of \$5,000.00.

Resolution 508-2025: Approving an Affordable Housing Trust Fund Disbursement for the Code Compliance Repair Assistance Program to assist with exterior scraping and painting of the house located at 1102 16th Avenue, Altoona, PA, in the not-to-exceed amount of \$5,000.00.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt resolution 508-2025.

Commissioners:

Alicia Tiracave requested approval of an allocation to Rails to Trails of Central Pennsylvania in the amount of \$12,500.00.

Commissioner Kessling commented that this allocation is being made in support of a public and private effort for a needed bridge replacement on Lower Trail. Replacement is needed as soon as possible, as it is having a huge economic impact on the community. The monies are coming from the previous Parks and Recreation Fund and are being matched by another donation.

Resolution 509-2025: Approving an allocation to Rails to Trails of Central Pennsylvania in the amount of \$12,500.00.

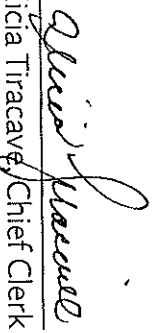
Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adopt Resolution 509-2025.

OLD BUSINESS:

None

ADJOURN

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and approved to adjourn today's meeting.


Alicia Tiracave, Chief Clerk