

**COMMISSIONERS’ MEETING: THURSDAY, JULY 17, 2025, 10:00 A.M.**

Location: Commissioners Meeting Room, Basement.

**CALL TO ORDER:**

Commissioner Kessling called the meeting to order.

**MOMENT OF SILENT PRAYER:**

Commissioner Kessling called for a moment of silent prayer.

**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.

**EMBERS PRESENT:**

Commissioner Kessling, Commissioner Webster, Commissioner Burke, and Chief Clerk Tiracave.

**OTHERS PRESENT:**

Ken Cutshall and Lori Guyer (Commissioners), Lindsay Dempse and Brandon Meck (Finance), Judy Rosser (Drug and Alcohol), Becky Robinson (Purchasing), Melissa Gordon (Social Services), Glenn Nelson (Fort Roberdeau), Mindy Hostler (CYF), Angela Wagner (Controller), Nicholas Burket (Public Works), Melina Koegler (Human Resources), Cathy Lythgoe (Court Administration), Rachel Foor (Altoona Mirror), Tracy Plessinger (Altoona Airport Authority), Jared Edouard (Public)

**EXECUTIVE SESSION ANNOUNCEMENT:**

None

**PUBLIC COMMENT:**

None

**COMMISSIONER COMMENT:**

Commissioner Burke extended her congratulations to the Hollidaysburg Summer Baseball 12U Navy team for making it to the State tournament in Fairchance, PA. The team won both of its games, defeating State College at both 6:00 and 8:00 p.m. for a 2-1 finish. She also extended her congratulations to her favorite player, #77, Thomas Burke.

Commissioner Webster thanked Commissioner Burke for sharing the story, noting that it was very uplifting.

Commissioner Webster reminded all that we have entered budget season and urged staff to analyze their programs and plans, noting that the County cannot sustain the current level of spending without passing on large tax increases to the public. She also noted that tax increases are not something the Commissioners want to do.

Commissioner Kessling noted that Alicia Tiracave, Chief Clerk, has recently returned from medical leave and expressed his happiness to have her returned. He then thanked Lori Guyer, Assistant Chief Clerk, for all of her hard work, especially with the recent absence of the Chief Clerk and with the vacancy in the Administrative Coordinator position. Finally, Commissioner Kessling welcomed Jennifer Cutshall to the Commissioners’ Office and noted that it is a pleasure to have her aboard.

**Consent Agenda:**

**Resolution 335– 2025:**

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

| EFFECTIVE DATE | WARRANT NUMBER | AMOUNT       |
|----------------|----------------|--------------|
| 7/07/2025      | 250707FS       | \$3,618.67   |
| 7/08/2025      | 250630PC       | \$60,669.95  |
| 7/10/2025      | 250710HR       | \$44,756.04  |
| 7/14/2025      | 250714FS       | \$4,368.22   |
| 7/15/2025      | 250715SS       | \$264,363.32 |
| 7/15/2025      | 250715CY       | \$107,833.07 |
| 7/15/2025      | 250715TC       | \$633,521.56 |
| 7/15/2025      | 250715WW       | \$148,814.68 |

Which includes payment of the following invoices:

- Hollidaysburg Borough in the total check amount of \$5,637.60.

- b. Ratification of total Payroll for the paycheck dated 7/11/2025 in the total amount of \$1,393,044.06

- c. **Court Administration:** Requesting approval of one (1) Penn State University student intern, Bruno Ramirez-Aragon, for the period of July 21, 2025 through August 31, 2025. Internship is not for credit and at no cost to the county.

- d. **Blair County Redevelopment/Housing Authority:** Requesting approval for the reappointment of Gregory Harris to the Authority. Term is effective July 24, 2025 through July 23, 2030.

- e. **Blair County Affordable Housing Trust Fund Advisory Board:** Requesting approval for the re-appointment of James Gehret and the appointment of Ronald Beatty to the Advisory Board. Term is effective May 1, 2025 through April 30, 2027.

- f. **Blair County Social Services Advisory Board:** Requesting approval of the appointment of Rhonda Cadle, filling the position of Matt Dumm, effective July 17, 2025 through December 31, 2026.

- g. **Blair County Health Choices Board of Directors:** Requesting approval of the re-appointment of Kenneth Dean and Donna Gority to the Board of Directors. Term is effective July 1, 2025 through June 30, 2028.

- h. **Employments:** Johnson, David, Ritchey, Ella, Theys, Theodore, Wilson, Christopher, Felus-McCosar, Timothy, FT, Corrections Officer, Prison, \$21.53/hr., effective 7/14/2025.

- k. **Resignations:** Coudriet, Joshua, FT, Corrections Officer, Prison, \$21.53/hr., effective 7/10/2025. Lafferty, Brooke, FT, Kitchen Manger, Prison, \$1,814.28 biweekly, effective 7/11/2025.

Commissioner Burke noted her abstentions on the payments to Hollidaysburg Borough in the total amount of \$5,637.60.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 335-2025, and the abstentions as noted.

**STAFF REPORTS AND SPECIAL BUSINESS:**

**Blair Drug and Alcohol Program, Inc.:**

Judy Rosser requested approval of the FY 2025/2026 Agreement between the County of Blair and Blair County Drug and Alcohol Programs, Inc. for the management of drug and alcohol services for the County of Blair.

**Resolution 336-2025:** Approving the FY 2025/2026 Agreement between the County of Blair and Blair County Drug and Alcohol Programs, Inc. for the management of drug and alcohol services for the County of Blair.

Ms. Rosser noted that this provides the ability to transfer funds to a SCA (Single County Authority) for grants managed for the DUI program.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 336-2025.

**Children, Youth and Families:**

- a. Mindy Hostler 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 Children's Aid Society of Clearfield County.

**Resolution 337-2025:** 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 Children's Aid Society of Clearfield County.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 337-2025.

- b. Mindy Hostler requested approval of the FY 2025/2026 Agreement for Payment of Legal Services between the County of Blair, Blair County Children, Youth and Families, and Rowles Law Office, LLC., for the period of July 1, 2025 through June 30, 2026, at the rate of \$2300.00/month for Guardian ad Litem Services and a fee of \$200.00 for the as needed preparation of Power of Attorney.

**Resolution 338-2025:** Approving the FY 2025/2026 Agreement for Payment of Legal Services between the County of Blair, Blair County Children, Youth and Families, and Rowles Law Office, LLC., for the period of July 1, 2025 through June 30, 2026, at the rate of \$2300.00/month for Guardian ad Litem Services and a fee of \$200.00 for the as needed preparation of Power of Attorney

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 338-2025.

- c. Mindy Hostler 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 Kids First.

**Resolution 339-2025:** 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 Kids First.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 339-2025.

**District Attorney:**

Commissioner Kessling, on behalf of the District Attorney's Office, requested approval of an Agreement between the County of Blair, Blair County District Attorney, and Leads Online in the amount of \$6,750.00 for the period of August 14, 2025 through August 14, 2026.

**Resolution 340-2025:** Approving the Agreement between the County of Blair, Blair County District Attorney, and Leads Online in the amount of \$6,750.00 for the period of August 15, 2025 through August 14, 2026.

Commissioner Webster noted that this agreement garners funding for the Coroner's Office.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 340-2025.

**Coroner:**

Commissioner Kessling, on behalf of the Coroner's Office, requested approval to submit a Work Statement agreeing that the Coroner's Office shall provide FY 2024 case level data reports to the Commonwealth of Pennsylvania, Department of Health.

**Resolution 341-2025:** Approving the submission of a Work Statement agreeing that the Coroner's Office shall provide FY 2024 case level data reports to the Commonwealth of Pennsylvania, Department of Health.

Commissioner Webster noted that this Agreement garners funding for the Coroner's Office.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt resolution 341-2025.

**Fort Roberdeau:**

Irene Nelson requested approval of the Quote received from Fairway Manufacturing Company for engraved jumbo pencils for the Fort Roberdeau gift shop in the total amount of \$432.60.

**Resolution 342-2025:** Approving the Quote received from Fairway Manufacturing Company for engraved jumbo pencils for the Fort Roberdeau gift shop in the total amount of \$432.60.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 342-2025.

**Elections:**

Alicia Tiracave, on behalf of Sarah Seymour, requested approval to amend Resolution 92-2023 to include an annual Software, License, and Maintenance and Support Services Agreement for the period of April 1, 2024 through March 31, 2027 in the annual amount of \$1,630.00 at a total additional cost of \$6,520.00.

**Resolution 343-2025:** Approving the request to amend Resolution 92-2023 to include an annual Software, License, and Maintenance and Support Services Agreement for the period of April 1, 2024 through March 31, 2027 in the annual amount of \$1,630.00 at a total additional cost of \$6,520.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt resolution 343-2025.

**Controller:**

Angela Wagner requested approval of Amendment #5 to the Contract Agreement between the County of Blair and Tyler Technologies removing the module for "E-Procurement", saving the County approximately \$2,700.00 annually.

**Resolution 344-2025:** Approving Amendment #5 to the Contract Agreement between the County of Blair and Tyler Technologies removing the module for "E-Procurement", saving the County approximately \$2,700.00 annually.

Commissioner Kessling noted that the Commissioners like anything that saves money and thanked Ms. Wagner.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 344-2025.

**Social Services:**

- a. Melissa Gordon requested approval of the fifteen – 15 FY 25/26 Contract Agreements for Intellectual disability Services between the County of Blair and the agencies listed below for the period of July 1, 2025 through June 30, 2026:

- Care Smart Solutions, Inc.
- Center for Community Resources
- Community Resources for Independence
- Contact Altoona
- Family Links, Inc.
- Family Services, Inc.
- Ganister Station
- North Star Services, Inc.
- Lisa Phipps
- Saint Francis University
- Skills of Central PA, Inc.
- A Bridge to Independence
- UPMC Western Behavioral Health of the Alleghenies
- Maryann Joyce Bistline
- Denise Vanacore C.R.N.P.

**Resolution 345-2025:** Approving the fifteen-15 FY 25/26 Contract Agreements for Intellectual disability Services between the County of Blair and the agencies listed below the period of July 1, 2025 through June 30, 2026.

- Care Smart Solutions, Inc.
- Center for Community Resources
- Community Resources for Independence
- Contact Alhoona
- Family Links, Inc.
- Family Services, Inc.
- Ganister Station
- North Star Services, Inc.
- Lisa Phipps
- Saint Francis University
- Skills of Central PA, Inc.
- A Bridge to Independence
- UPMC Western Behavioral Health of the Alleghenies
- Maryann Joyce Bistline
- Denise Vanacore C.R.N.P.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 345-2025.

- b. Trina Illig requested approval to authorize Commissioner David Kessling, as the Chief Elected Official, to sign the following Environmental Review Record Documents:

- Environmental Review Record & Exempt Status Determination for Administration for FFY 2024 Community Development Block Grant (CDBG) Program

**Resolution 346-2025:** Authorizing Commissioner David Kessling, as the Chief Elected Official, to sign the following Environmental Review Record Document:

- Environmental Review Record & Exempt Status Determination for Administration for FFY 2024 Community Development Block Grant (CDBG) Program

Trina Illig noted that this is being done in anticipation of the FFY24 CDBG application.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 346-2025.

- c. Trina Illig requested approval to authorize Commissioner David Kessling, as the Chief Elected Official, to sign the following Environmental Review Record Document:

- Annual Re-Evaluation for Owner Occupied Housing Rehabilitation for FFY 2024 Community Development Block Grant (CDBG) Program

Trina Illig noted that there is a five (5) year clearance for housing rehabilitation, and when funds are added each year, a re-evaluation needs to be completed.

**Resolution 347-2025:** Authorizing Commissioner David Kessling, as the Chief Elected Official, to sign the following Environmental Review Record Document:

- Annual Re-Evaluation for Owner Occupied Housing Rehabilitation for FFY 2024 Community Development Block Grant (CDBG) Program

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 347-2025.

**Public Works:**

Nicholas Burkett requested approval of the Electrical Services Contract between the County of Blair and Krater Services LLC for service work in the amounts and terms listed below:

- Standard Hourly rate - Electrician - \$100.00 per hour (Monday through Friday 8:00 a.m. - 5:00 p.m.)
- Standard Hourly rate - Apprentice - \$60.00 per hour (Monday through Friday 8:00 a.m. - 5:00 p.m.)\*
- Overtime Hourly rate - Electrician - \$150.00 per hour (Weekday nights and weekends)
- Overtime Hourly rate - Apprentice - \$90.00 per hour (Weekday nights and weekends)
- Materials - \$0.00 - \$100.00 - Cost plus 50% mark-up.
- Materials - \$100.00-Infinity - Cost plus 25% mark-up.

**Resolution 348-2025:** Approving the Electrical Services Contract between the County of Blair and Krater Services LLC for service work in the amounts and terms listed below:

- Standard Hourly rate - Electrician - \$100.00 per hour (Monday through Friday 8:00 a.m. - 5:00 p.m.)

- Standard Hourly rate - Apprentice - \$60.00 per hour (Monday through Friday 8:00 a.m. - 5:00 p.m.)\*
- Overtime Hourly rate - Electrician - \$150.00 per hour (Weekday nights and weekends)
- Overtime Hourly rate - Apprentice - \$90.00 per hour (Weekday nights and weekends)
- Materials - \$0.00 - \$100.00 - Cost plus 50% mark-up.
- Materials - \$100.00-Infinity - Cost plus 25% mark-up.

Mr. Burkett added that this contract is for emergency services needed when County employees are unavailable, and will provide the flexibility to have issues repaired when needed.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 348-2025.

**Finance:**

Andy Dempsie requested approval of a Participation Grant Agreement and Assurance of Compliance for the Medical Assistance Transportation Program (MATP) between the County of Blair and the Commonwealth of Pennsylvania for the period of July 1, 2025 through June 30, 2026.

**Resolution 349-2025:** Approving the Participation Grant Agreement and Assurance of Compliance for the Medical Assistance Transportation Program (MATP) between the County of Blair and the Commonwealth of Pennsylvania for the period of July 1, 2025 through June 30, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 349-2025.

**Commissioners:**

On behalf of the Blair County Commissioners, Alicia Tiracave, Chief Clerk, requested approval of the ECMS agreement L00760 between the County of Blair and Keller Engineers, Inc. for engineering services on Bridge #73 (T-349 over the Frankstown Branch of the Juniata River – Jugtown), which includes preliminary design, final design, service during construction, and construction inspection, in the maximum agreement cost of \$536,653.85 and authorizing the Chief Clerk to sign the agreement.

**Resolution 350-2025:** Approving the ECMS agreement L00760 between the County of Blair and Keller Engineers, Inc. for engineering services on Bridge #73 (T-349 over the Frankstown Branch of the Juniata River – Jugtown), which includes preliminary design, final design, service during construction, and construction inspection, in the maximum agreement cost of \$536,653.85 and authorizing the Chief Clerk to sign the agreement.

Commissioner Webster commented that Bridge #73 is to be removed and this agreement will allow Keller Engineers to monitor progress during renovations and construction of the cul-de-sac and will allow them to determine how to move forward as progress is made.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 350-2025.

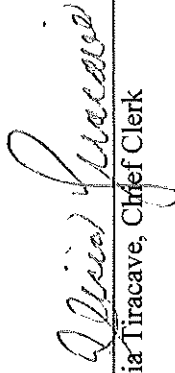
**OLD BUSINESS:**

None.

**ADJOURN:**

The next Board of Commissioners' Meeting will be held on Thursday, July 24, at 10:00 a.m. in the Commissioners' Public Meeting Room.

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

  
Alicia Tiracave, Chief Clerk

