

Location: Commissioners Meeting Room, Basement.

**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.*

Call to Order:

Commissioner Erb called the meeting to order.

Moment of Silent Reflection:

Commissioner Erb called for a moment of silent reflection.

Pledge of Allegiance to the Flag:

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

Roll Call:

Members Present:

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

Others Present:

Helen Schmitt (Public), Rebecca Robinson (Purchasing), Erin Kay (Contact Altoona), Heather Lindskold (Blair County Library System), Coleen Heim (Healthy Blair County Coalition), AC Stickel and Angela Wagner (Controller’s Office), Chris Tatar (Sheriff’s Office), Melena Koegler (HR), Kay Stephens (Altoona Mirror), Mark Taylor (Department of Emergency Services), Carol A. Dannenberg (Hollidaysburg Community Watchdog), Tricia Maceno and Cindy James (Social Services), Allison Senkevich and Melissa Harpster (Commissioners Office) and Nate Taylor (Public Access Channel).

Upcoming Meetings:

Tuesday, October 31, 2023	1:00 p.m.	*Public Budget Meeting (Commissioners Meeting Room)
Wednesday, November 1, 2023	9:00 a.m.	*Retirement Board (Commissioners Meeting Room)
	10:30 a.m.	*Salary Board (Commissioners Meeting Room)
Thursday, November 2, 2023	8:30 a.m.	*Park and Recreation Advisory Bd. (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, November 3, 2023	1:00 p.m.	*Public Budget Meeting (Commissioners Meeting Room)
Monday, November 6, 2023		
Tuesday, November 7, 2023	Election Day	*Commissioners Work Session (Commissioners Meeting Room)

Public Comment:

Commissioner Erb called for public comment.

Controller AC Stickel stated that he wished to publically offer well wishes to Accounts Payable Coordinator Marie Wentz on her upcoming retirement, and extended a sincere thank you to her for her years’ of service to the County of Blair.

Commissioner Comments:

Commissioner Erb called for commissioner comments.

Commissioner Webster stated the county replaced four-4 box culverts along County Road 101 totaling approximately \$2 million. She stated that the replacement project was paid from revenue generated from the annual \$5.00 vehicle registration fee paid by Blair County vehicle owners. By using the generated revenue, the county was able to avoid using general fund revenue. She stated that County Officials, along with Keller Engineers, conducted ribbon-cutting ceremonies at the four-4 box culverts on, October 30, 2023.

Commissioner Burke – no comments noted.

Commissioner Erb announced that today is the last day to apply for a mail-in or absentee ballot. He stated that as of October 31, 2023 7,274 ballots have been mailed and 4,574 voted ballots have been received.

Proclamation - 2023 World Kindness Day:

Commissioner Burke read and requested adoption of the following Proclamation:

**Proclamation
2023 World Kindness Day**

WHEREAS, bullying and harassment can happen to children and adults alike whether it’s at school, work, online, or in the community; and

WHEREAS, kindness – the quality of being friendly, considerate, and generous – can go a long way to making our schools, neighborhoods, communities, and our world healthier; and

WHEREAS, the Healthy Blair County Coalition and our community partners have come together to promote kindness among our children, youth, and adults; and

WHEREAS, by encouraging and recognizing the profound impact of acts of kindness, all members of our community will be made aware of the importance of being kind to others; and

WHEREAS, World Kindness Day is an international holiday that was formed in 1998 to promote kindness throughout the world and is observed annually on November 13.

NOW, BEFORE, WE, the Blair County Board of Commissioners hereby proclaim November 13, 2023 Blair County Kindness Day and encourages all citizens to participate in spreading kindness and practice respect, compassion, and consideration for all others at all times.

Healthy Blair County Coalition Director, Coleen Heim stated since bullying and cyberbullying was identified as a challenge on the last Community Needs Assessment, it was included as a strategy for the Youth Connection Task Force to address with youth. From the feedback received, it was decided to promote a “Let’s Move into Kindness” campaign. Ms. Heim stated that the campaign began at the Let’s Move Blair County Day held on June 10, 2023. She stated that the Coalition wants to promote this campaign as a countywide initiative, and encouraged everyone to visit the Healthy Blair County Coalition website to learn how to get involved in the campaign.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt the Proclamation.

Consent Agenda:
Resolution 507-2023:

- a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/31/2023	231031CY	\$ 1,000.00
10/31/2023	231031SS	\$856,818.50
10/31/2023	231031TC	\$ 42,978.30
10/31/2023	231031WW	\$533,339.90

- b. Ratification of the following two-2 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/26/2023	231026HR	\$5,588.84
10/23/2023	231023FS	\$1,308.02

- c. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:** Requesting approval of ECMS Submission, Estimate 007, in the total amount of \$18,851.13, and Estimate 008, in the total amount of \$219,202.33, received from Francis J. Palo, Inc. Expenses are partially reimbursable through the Road Map Fund.

- d. **2023 Budget Transfer:** Costs from the first of five training sessions that began October 13, 2023 with Nygren Training Solutions.

From	\$	To
01105-42070 Human Resources	\$316.17	012011-42070 APO
01105-42070 Human Resources	\$632.34	013201-42070 CYF
01105-42070 Human Resources	\$316.17	01136-42070 Finance
01105-42070 Human Resources	\$316.17	01202-42070 JPO
01105-42070 Human Resources	\$316.17	01150-42070 Register & Recorder
01105-42070 Human Resources	\$632.34	01151-42070 Sheriff
01105-42070 Human Resources	\$316.18	75504-42070 Social Services
01105-42070 Human Resources	\$316.18	01109-42070 Treasurer

- e. **2023 Budget Transfer:** Fees received from HealthForce dated October 11, 2023.

From	\$	To
01101GCO-42000 General County Operations	\$165.00	013201-42000 CYF
01101GCO-42000 General County Operations	\$ 55.00	011062-42000 Elections
01101GCO-42000 General County Operations	\$ 55.00	01202-42000 JPO
01101GCO-42000 General County Operations	\$ 55.00	01157-42000 Public Defender
01101GCO-42000 General County Operations	\$ 55.00	44122-42000 Public Safety/911
01101GCO-42000 General County Operations	\$ 55.00	01103CS-42000 Public Works/Custodial
01101GCO-42000 General County Operations	\$110.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$ 55.00	75504-42000 Social Services

- f. **2023 Budget Transfer:** Costs from the fifth of five training sessions with Nygren Training Solutions.

From	\$	To
01105-42070 Human Resources	\$106.96	762012-42070 APO Satellite
01105-42070 Human Resources	\$106.96	012012-42070 APO Satellite
01105-42070 Human Resources	\$106.96	01107-42070 Assessment
01105-42070 Human Resources	\$106.96	01101-42070 Commissioners
01105-42070 Human Resources	\$106.96	01101623-42070 Conservation District
01105-42070 Human Resources	\$106.96	01152-42070 Coroner
01105-42070 Human Resources	\$106.96	01155-42070 Costs and Fines
01105-42070 Human Resources	\$106.96	013201-42070 CYF
01105-42070 Human Resources	\$106.96	34156-42070 Domestic Relations
01105-42070 Human Resources	\$106.96	011062-42070 Elections
01105-42070 Human Resources	\$106.96	01113-42070 GIS
01105-42070 Human Resources	\$106.96	01202-42070 JPO
01105-42070 Human Resources	\$213.92	01209PO-42070 Prison
01105-42070 Human Resources	\$320.85	01153-42070 Prothonotary
01105-42070 Human Resources	\$106.95	01150-42070 Register and Recorder
01105-42070 Human Resources	\$106.95	01151-42070 Sheriff
01105-42070 Human Resources	\$213.90	75504-42070 Social Services
01105-42070 Human Resources	\$106.95	01111-42070 Tax Claim
01105-42070 Human Resources	\$106.95	01109-42070 Treasurer
01105-42070 Human Resources	\$106.95	01603-42070 Veteran Affairs

- g. **2023 Budget Transfer:** Cost of law books from George T. Bisel.

From	\$	To
01160-44030 Court Administration	\$3,000.00	01160LL-42130 Law Library

- h. **County Road 101 Road Closure Request:** Requesting approval to conduct the Claysburg Past Christmas Parade on Saturday, November 18, 2023, from 2:30 p.m. to 3:30 p.m. Parade will begin at McCabe Trucking, 855 Bedford St., and end at the Claysburg Little League Field, 133 Community Park Road.

- i. **Terminations:** Sierra N. Randall, FT, Telecommunicator Trainee, Public Safety/911, \$13.88/hr., effective 10/23/23; Johnnie W. Burns, Vincent M. Sciko, and Lucas S. Clapper, FT, Corrections Officer, Prison, \$21.05/hr., effective 10/23/23, 10/27/23 and 10/27/23 respectively.

- j. **Retirement:** Marie J. Wentz, FT, Accounts Payable Coordinator, Controller’s Office, \$16.50/hr., effective 11/03/23.

- k. **Employment:** Megan F. Frankenberry, Gabriel P. Good, Isaac B. Good, and Steven L. Mowery, FT, Corrections Officer, Prison, \$21.05/hr., effective 10/30/23.

- i. **Employment Status Changes:** John A. Hicks and Nicholas W. Mays, From, Certified Legal Intern, DA, \$22.87/hr., To, FT, Assistant District Attorney, DA, \$45,000.02/yr., effective 10/18/23.
- m. **Employment Status Change/End of Employment for the Season:** Megan K. Bickford, FT, Vector Control Specialist, Custodial/Highway/Maintenance, \$18.73/hr., effective 10/31/23.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 507-2023.

Staff Reports & Special Business:

Department of Emergency Services:

- i. Mark Taylor requested approval of the electronic submission of the calendar year 2024 Mosquito-Borne Disease Control (MBDC) Grant Application to the Pennsylvania Department of Protection (DEP), in the total amount of \$59,490.00, for the period of January 1, 2024 through December 31, 2024.

Mr. Taylor stated that the county pays expenses upfront, and is reimbursed quarterly. He stated that the 2024 grant application includes requests for an increase in funding for a tire collection for \$2,200.00, training for \$449.00, and an increase in the Vector Technicians wages and benefits, per the signed union contract.

Discussion followed.

- ii. Mark Taylor requested approval of the FFY 2024 Hazardous Materials Response Fund (HMRF) Grant Agreement between the County of Blair and the Pennsylvania Emergency Management Agency (PEMA), in the total amount of \$14,760.00, to support the normal operating activities of the Local Emergency Planning Committee (LEPC), and the county's hazardous materials response fund, for the period of July 1, 2023 through September 30, 2024; and for the Officers of the County of Blair to electronically sign said agreement.

Mr. Taylor stated that the commissioners should have received an email on October 3, 2023 indicating that the grant agreement needs electronically signed no later than November 17, 2023.

Discussion followed.

- iii. Mark Taylor requested approval for the acceptance of a FFY 2023 State Homeland Security Grant Agreement by and between the Southern Central Mountains Regional Counter Terrorism Task Force (sub-recipient) and the Pennsylvania Emergency Management Agency (PEMA), in the total amount of \$454,265.00, intended for the purpose of supporting the identified planning, organization, equipment maintenance, training and exercise needs for acts of terrorism and other catastrophic events, for the period of September 1, 2023 through August 31, 2026.

Mr. Taylor stated that the grant agreement with PEMA and the Southern Central Mountains Regional Counter Terrorism Task Force (SCMRCTTF) provides funding for projects and equipment shared by the eight-8 counties (Bedford, Blair, Centre, Fulton, Huntingdon, Juniata, Mifflin and Snyder) within the SCMRCTTF. He stated that the digitally signed signature page and the completed Attachment D are due no later than December 7, 2023.

Discussion followed.

Adult Parole and Probation:

Nicole Hemminger requested approval of the Supervision Funds Agreement (I.D. No.: 07-22/27-CP) between the County of Blair and the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Corrections, in the estimated amount of \$168,888.68 for FY 2022/2023. The grant agreement term is for the period of July 1, 2022 through June 30, 2027.

Discussion followed.

Sheriff's Office:

Chris Tatar requested approval of a Service Contract Quote (#E095-CP-000621) received from Rapiscan Systems, for security screening equipment (object ID FS1022056 – serial #6182874), in the total amount of \$4,989.60, for the period September 1, 2023 through August 31, 2024.

Mr. Tatar stated that the service contract covers the front door security scanning equipment. He stated that the price for this period does reflect a slight increase from the previous year.

Discussion followed.

Treasurer's Office:

Nicole Hemminger requested approval to establish a new interest-bearing account at First National Bank (FNB) for funds deposited by Blair County Children, Youth and Families (CYF).

Chief Clerk Hemminger stated CYF funds would be moved from the general fund into the new fund. She stated that this would allow for smoother financial operation, auditing and balancing of the account through QuickBooks.

Discussion followed.

Human Resources:

Melena Koegler requested approval of a quote received from Workable Inc., for applicant management services, in the total amount of \$18,308.00 as listed below, and authorization for Katherine W. Swigart to sign the quote electronically.

- Term of October 25, 2023 through October 25, 2024, in the amount of \$ 7,308.00.
- Term of October 25, 2024 through October 25, 2025, in the amount of \$11,000.00.

Mrs. Koegler stated that with the 23-24 renewal, the county became aware that the Workable account representative did not bill the county correctly. She stated that in light of the error, Workable has graciously indicated they would move the county into the \$15,000.00 annual charge for an employer our size with reduced pricing if the county commits to a two-2 year renewal vs. a one-1 year renewal.

Discussion followed.

Commissioners Office:

Nicole Hemminger requested approval for the acceptance of bids received for 2023-2026 Municipal Solid Waste and Recyclable Material Removal for county owned buildings, for review, award or rejection according to county code thereafter.

Chief Clerk Hemminger stated that an invitation for bids was advertised in the Altoona Mirror on October 13 and 17, 2023. She stated that a bid opening was held at 1 pm on Monday, October 30, 2023 in the Controller's Office with Assistant County Administrator, Allison Senkevich, Procurement Specialist, Rebecca Robinson and herself present, as well as a representative from Burgmeier's Hauling.

Chief Clerk Hemminger stated that the only bid received was from Burgmeier's Hauling. She stated the quoted bid amounts as listed below:

**BID PRICE FOR EACH COUNTY FACILITY,
INCLUDING PICK UP OF RECYCLABLES:**

FACILITY	2023-2024	2024-2025	2025-2026
Blair County Court House Size of dumpster(s): 4yd MSW / 95G Rec 4yd CB	\$775 per month	\$813.75 per month	\$854.65 per month
Blair County Prison Size of dumpster(s): 8yd MSW / 4yd Rec 6yd CB	\$1,905 per month	\$2,000.25 per month	\$2,100.50 per month
911-E Communications Center Size of dumpster(s): 2yd MSW / 95G Rec 2yd CB	\$390 per month	\$409.50 per month	\$430.15 per month
Fort Roberdeau Pick up/pull cost as requested	\$35 per pickup	\$36.75 per pickup	\$38.60 per pickup
Blair County Valley View Park Pick up/pull cost as requested	2-yd Trash :\$25 per pickup 95g Rec: \$12.50 per pickup	2y-d Trash \$26.25 per pickup 95g Rec: \$13.15 per pickup	2-yd Trash \$27.60 per pickup 95g Rec: \$13.80 per pickup
Blair County Highway Size of dumpster(s): 4yd MSW/8yd Rec	\$465 per month	\$488.50 per month	\$512 per month
Blair County Adult Parole Satellite Office: Size of dumpster(s) 2yd MSW	\$75.00 per month	\$78.75 per month	\$82.70 per month

Chief Clerk Hemminger requested that the board consider accepting the bid received for review, award or rejection according to county code.

Discussion followed.

Resolution 508-2023: Approving the acceptance of bids received for 2023-2026 Municipal Solid Waste and Recyclable Material Removal for county owned buildings, for review, award or rejection according to county code thereafter.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 508-2023.

Old Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk