

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, JUNE 25, 2019, 10:00 A.M.**

1. CALL TO ORDER
2. MOMENT OF SILENT REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF MINUTES – TUESDAY, JUNE 21, 2019
5. PUBLIC COMMENT
6. UPCOMING MEETINGS:

Wednesday, June 26, 2019	3:00 p.m.	Blair HealthChoices Board Meeting (120 Holliday Hills, Hollidaysburg)
Thursday, June 27, 2019	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Floor)
Friday, June 28, 2019		
Monday, July 1, 2019		
Tuesday, July 2, 2019		No Commissioners Meeting
Wednesday, July 3, 2019		
Thursday, July 4, 2019		Independence Day Holiday - Courthouse Closed
Friday, July 5, 2019		
Monday, July 8, 2019	6:00 p.m.	Blair County Airport Authority (Blair County Airport)
Tuesday, July 9, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Floor)
Wednesday, July 10, 2019		
Thursday, July 11, 2019		
	8:30 a.m.	Park & Recreation Advisory Board (Conference Room 2B, 2 nd Floor)
	9:30 a.m.	Retirement Board (Conference Room 2B, 2 nd Floor)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Floor)
Friday, July 12, 2019		
Monday, July 15, 2019		
Tuesday, July 16, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 nd Floor)
Wednesday, July 17, 2019	7:30 a.m.	Bl. Co. Convention & Sports Auth. (Blair County Convention Center)

7. COMMISSIONERS COMMENTS:

8. PROCLAMATION:

2019 Blair County Chamber of Commerce Lifetime Achievement Award

9. CONSENT AGENDA:

Resolution 260-2019:

- a. Payment of two (2) Warrant Lists dated June 24, 2019, #190625MW in the amount of \$716,023.27, and #190625SS in the amount of \$65,354.25, which include payments of the following invoices:
 - **2017 Project Fund/Bond/Historic Finishes Restoration, Phase 2, Courtroom #1 Project:** Applications #5 and #6, received from Albert Michaels Conservation, in the amounts of \$50,832.64 and \$49,082.64, respectively.
 - **2017 Project Fund/Bond/Historic Finishes Restoration, 1906 Courthouse Windows Project:** Application #1, received from Albert Michaels Conservation, in the amount of \$16,402.00.
 - **2017 Project Fund/Bond/1999 Courthouse & Prison Roof Replacement Project:** Invoice received from the Altoona Mirror, in the total amount of \$1,633.92, for advertising for bids.
 - **2017 Project Fund/Bond/HVAC Improvement & Interior Alterations Project:** Applications #8 and #9, received from Stelco, Inc., in the amounts of \$1,966.59 and \$42,564.60, respectively.
 - **2017 Project Fund/Bond/Election Equipment:** Invoice received from Modern Cabinet & Construction, in the total amount of \$433.29.
- b. Ratification of one (1) Warrant List #190618FS, dated 06/18/19 for an automatic withdrawal to Ameriflex, in the total amount of \$3,806.00.
- c. Ratification of one (1) Warrant List #190620MW, dated 06/20/19 for various invoices paid, in the total amount of \$2,263.95.
- d. Ratification of Total Payroll for the Check Date of June 20, 2019, in the total amount of \$791,646.74.
- e. **Children, Youth and Families Advisory Board:** Requesting approval of the resignation of Alesia Yingling from the advisory board, effective June 17, 2019. Unexpired term to expire 12/31/21.
- f. **Employment:** Nathaniel G. Simmers, PT, Summer Help, Public Works, \$10.00/hr., effective 06/18/19; Rachel A. Gurganus, FT, Department Clerk II, Domestic Relations, \$18,200.00/yr., effective 06/24/19; Autumn J. McLucas, FT, District Court

Administrative Staff, MDJ DeAntonio, \$18,200.00/yr., effective 06/24/19; Kyle J. Brashear, FT, Clerk Typist II/Fiscal Aide, CYF, \$18,200.00/yr., effective 06/24/19; Erin E. Franks, FT, Clerk Typist II/Contracts & Support, CYF, \$18,200.00/yr., effective 06/24/19; Warren L. Crilly, III, FT, Law Clerk, Judge Doyle, \$33,283.19/yr., effective 06/24/19; Chelsea A. Yingling, FT, Records Archivist, \$18,200.00/yr., effective 06/24/19.

- g. **Resignations:** Matthew C. Fallings, FT, Law Clerk, Judge Bernard, \$33,283.19/yr., effective 06/28/19.

10. UNFINISHED BUSINESS:

Adoption of Resolutions:

None

11. OLD BUSINESS:

City of Altoona/Land Bank:

Discussion concerning approval for authorization to advertise for the adoption of Ordinance 2-2019 for an Intergovernmental Cooperation Agreement and Memorandum of Understanding by and among the Altoona Redevelopment Authority, the County of Blair, the City of Altoona, and the Altoona Area School regarding the designation of authority as Land Bank. (See Exhibit A, Ordinance No. 5726 dated October 10, 2018)

12. NEW BUSINESS:

2018 Audit:

Introduction, review and acceptance of the 2018 Annual Audit.

A. Blair County Elections Office:

Requesting approval to rescind the Software License and Extended Hardware and Software Warranty and a License and Maintenance and Support Services Agreement dated April 30, 2019 (Resolution 129-2019) between the County of Blair and Election Systems & Software, LLC (ES&S) for the purchase of a voter verifiable paper trail voting system in the total amount of \$894,307.00; and a four (4) year annual license and extended software package for years 2-5 in the amount of \$63,905.00 per year or a total amount of \$255,620.00; and approval of a revised agreement for said purchase as outlined above pursuant to a separate purchase order issued under the Commonwealth of Pennsylvania COSTARS contract for Voting Systems and/or ePollbooks.

B. Blair County Drug and DUI Courts:

Requesting approval for the submission of a 2019 Drug Court Initiatives Grant (#31123) to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency, in the amount of \$131,958.00, for continuation of the Drug Testing Program for the county's accredited Drug and DUI Court Programs for the period of October 1, 2019 through September 30, 2021.

C. Blair County Human Resources:

Requesting approval of an Amendment to the Services Agreement between the County of Blair and Grace M. Fala, PhD, approved on April 2, 2019 (Resolution 131-2019) amending paragraph 2 from concluding on August 30, 2019 to October 31, 2019, and amending paragraph 2 from six (6) 90-minute workshops to up to a total of forty-two (42) hours of leadership development workshop training within the Blair County Department of Emergency Services.

D. Blair County Court Administration:

- a. Requesting approval of an Amendment to the Independent Contractor Agreement between the County of Blair and Diane Dry dated April 2, 2019 (Resolution 136-2019) for financial and management services for the Domestic Relations Office, amending paragraph five (5) to read:
- Contractor shall work an average of eight (8) hours per week at the discretion of the Contractor as agreed upon by the Court Administrator. Contractor shall work an average of 14-21 hours per week during the months of July and August 2019. Contractor shall provide a written invoice to the Court Administrator by the 5th day of the month for the prior month.
- b. Requesting approval of a quote received from Automated Logic in the amount of \$4,930.00 (Option One) for labor and materials to install Webctrl 7.0 to the existing Automated Logic zoning system at Magisterial District Judge Jackson's Office.
- c. Requesting approval of a quote received from CDW-G in the amount of \$707.06 for a Dell OptiPlex 3060 computer server necessary for the Automated Logic Webctrl 7.0 upgrade at Magisterial District Judge Jackson's Office.

E. Blair County Department of Social Services:

- a. Requesting approval of the FY 2019-2020 Human Services Block Grant Annual Plan.

- b. Requesting approval of a FY 2018-2019 sixty (60) day Contract Extension between the County of Blair and United Way of Blair County, extending the terms and conditions of the contract until August 31, 2019, as stated in Article 1, Section B with no change to the original maximum contract amount of \$187,000.00.

F. **Blair County Children, Youth & Families and Department of Social Services:**

Requesting approval of Amendment #2 to Grant Agreement No. 41000066998 between the County of Blair and the Commonwealth of Pennsylvania, Department of Human Services for the provision of Family Center Services to At-Risk Families, extending the Grant Agreement from June 30, 2019 through June 30, 2021 with the option of an additional three (3) month extension through September 30, 2021.

RECONVENED MEETING: THURSDAY, JUNE 27, 2019, 10:15 A.M.

13. CALL TO ORDER:

14. PUBLIC COMMENT

15. RESOLUTION 269-2019:

Requesting approval for the payment of one (1) Warrant Lists dated June 26, 2019, in the total amount of \$141,637.61, which include payments of the following invoices:

2017 Project Fund/Bond/Parking Garage Stair Tower Replacement Project: Invoices received from Keller Engineers, Inc., in the total amount of \$7,761.61.

16. ADJOURN:

BUSINESS SESSION: TUESDAY, JUNE 25, 2019, 10:00 A.M.:

Location: Conference Room 2B, 2nd Floor, New Addition.

Members Present: Commissioner Tomassetti, Commissioner Beam, County Administrator Schmitt and Assistant Solicitor Muriceak.

Members Absent: Commissioner Erb and Solicitor Karn.

Others Present: Dave Scott and Jamie Johnson (YOBCO), Jenn Sleppy and Sarah Chuff (Finance), Melissa Gillin and Jim Hudack (Social Services), Sarah Seymour (Elections), Laura Burke and Amy Webster (Public), A. C. Stickel and Angela Wagner (Controller's Office), Phil Ray (Altoona Mirror), Janice Meadows and Scott Schultz (Court Administration), Jim Ott (Sheriff), Mike Persio (Maintenance), Melissa Harpster and Nicole Hemminger (Commissioners Office).

CALL TO ORDER:

Commissioner Tomassetti called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Tomassetti called for a moment of silent reflection.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Commissioner Tomassetti requested that those present stand and recite the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES – TUESDAY, JUNE 21, 2019:

Commissioner Tomassetti called for changes or corrections to the minutes of Tuesday, June 21, 2019. **There were no changes or corrections noted.**

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENT:

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

UPCOMING MEETINGS:

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County Administrator Schmitt announced that there will be no Commissioners Meeting held on Tuesday, July 2, 2019 and that the Courthouse will be closed for the Independence Day Holiday on Thursday, July 4, 2019.

COMMISSIONERS COMMENTS:

Commissioner Tomassetti called for commissioners comments.

Commissioner Beam – none.

Commissioner Tomassetti announced that the video on the history of the Blair County Courthouse will be airing on the CCAP PCN/TV series, "Pennsylvania Historic Courthouses" at 7 pm on August 15, 2019 and again at 2 pm on August 17, 2019. He stated that the video featuring the Bedford County Courthouse will air the following week at 7 pm on August 22, 2019 and at 2 pm on August 24, 2019.

Commissioner Tomassetti announced the Pennsylvania Historic Award for Construction was presented to the Courthouse Preservation Team on June 19, 2019 at the Pennsylvania Historic Preservation Awards Ceremony held in Chambersburg, PA.

PROCLAMATION:

Commissioner Beam stated that he will be presenting the following Proclamation to Mr. Kaup, **2019 Blair County Chamber of Commerce Lifetime Achievement Award** recipient at the chamber's Business Excellence dinner being held later in the evening at the Lakemont Park Casino.

PROCLAMATION

WHEREAS, Rex Kaup joined the accounting firm of Young, Oakes, Brown & Company (YOBCO) in 1975, and in the Fall of 1979, Rex, along with three other Certified Public Accountants (Gary Bonsell, George Savine and David Baumgartner), acquired the firm from the estate of Edward R. Brown, the sole proprietor; and

WHEREAS, the firm, with 60+ years of history, had established a solid reputation within the business community, which Rex and his three partners wanted to expand upon, to spread out to a more regional position, to increase the types of services and to provide an environment that promoted family values; and

WHEREAS, nearly forty years later, Rex Kaup and his partners, have increased the staff of the firm to 35 employees, admitted five new partners, (Dan Bradley, John Huber, Mike Maier, Dave Scott and Jim Berkhimer), and have positioned the firm's footing in the business community by adding another group of CPAs, in order for the senior members to phase out: and

WHEREAS, Rex began his working career at the young age of 14, when he began working during the summer months at the Altoona Hospital or the Altoona Area School District (maintenance department), later he worked evenings and weekends at the Bon Ton department store in downtown Altoona with his father, who was the display manager; he then was offered a sales position by Bill Diamond with Stag Sportswear on Eleventh Avenue, which he was permitted to retain while attending high school and which would later begin his accounting career as a result of Bill Diamond's introduction of Rex to the businesses' accounting firm: MJ Weaver and Company, who permitted Rex to work with them on Sundays; and

WHEREAS, Rex, after his graduation from Altoona Area High School in 1970, married Bonnie Baker, he went on to attend Penn State Altoona, where he graduated in 1973 with a Bachelor's of Science in Accounting; and

WHEREAS, in 1975 Rex, who then was working as a fraud auditor with the US Department of Defense in Washington DC, decided to move back to his home town of Altoona and accepted an offer from Ed Brown to join the firm of YOBCO; later that year Mr. Brown sponsored Rex in to the Altoona Rotary Club, who was in need of a Treasurer; Mr. G. William Ward, President of the club asked Rex to accept a "temporary, one year appointment" as Treasurer of the club, a position Rex holds to this day; and

WHEREAS, Rex, who was quickly establishing himself as an up and coming member of the business community was asked to join the local chapter of Jaycees, which was the backbone of the Miss Pennsylvania Pageant, an event that required many volunteers; Rex and his wife Bonnie, gladly offered their services, Rex as an auditor and Bonnie as a chaperone for contestants; and

WHEREAS, Rex also served on the Advisory Board of Penn State Altoona, the main fund raising organization of Penn State Altoona, where he served as President for two, four year terms, creating numerous new fund raising activities, a momentum that is continued on till today in various forms, and he is currently serving as Treasurer of the Advisory Board; and

WHEREAS, Rex has been active on various committees of the Chamber of Commerce, President of the Chamber's marketing committee, Star Club, during the 1980's, where he was instrumental in securing new members, as a member of the Chamber Steering Committee of a newly developed program, Leadership Blair County; and

WHEREAS, professionally, Rex has been a member of both the American and PA Institutes of Certified Public Accountants, in the local chapter of the Institute of Management Accountants, as a member of the Small Business Task Force of Polaris International (now Allinial Global), as a member of the American Society of Appraisers and has testified over 25 times in Blair and other courts as an expert witness in valuation and other business matters; and

WHEREAS, Rex is a member of Logan Lodge, Valley of Altoona, Jaffa Shriners and Royal Order of Jesters, various county clubs, fraternal organizations and board members of charitable and non-profit organizations, including the Blair County Sports Hall of Fame and the Community Foundation, as president of his church council; and

WHEREAS, Rex Kaup has served and continues to serve our community through many organizations and has made a personal commitment to our citizens by his dedication, energy and hard work and business acumen; and

NOW, THEREFORE, BE IT PROCLAIMED, we, the Blair County Board of Commissioners, on behalf of the citizens of Blair County, would like to take this opportunity to recognize Mr. Rex Kaup for his outstanding achievements within the Blair County business community and congratulate him on receiving the

2019 Blair County Chamber of Commerce Lifetime Achievement Award

**BLAIR COUNTY
BOARD OF COMMISSIONERS:**

Bruce Erb, Chairman

Terry Tomassetti, Vice-Chairman

Ted Beam, Jr., Secretary

Attest:

Helen P. Schmitt, County Administrator

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt the Proclamation.

CONSENT AGENDA:

Resolution 260-2019:

- a. Payment of two (2) Warrant Lists dated June 24, 2019, #190625MW in the amount of \$716,023.27, and #190625SS in the amount of \$65,354.25, which include payments of the following invoices:
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- e. **Children, Youth and Families Advisory Board:** Requesting approval of the resignation of Alesia Yingling from the advisory board, effective June 17, 2019. Unexpired term to expire 12/31/21.
- f. **Employment:** Nathaniel G. Simmers, PT, Summer Help, Public Works, \$10.00/hr., effective 06/18/19; Rachel A. Gurganus, FT, Department Clerk II, Domestic Relations, \$18,200.00/yr., effective 06/24/19; Autumn J. McLucas, FT, District Court Administrative Staff, MDJ DeAntonio, \$18,200.00/yr., effective 06/24/19; Kyle J. Brashear, FT, Clerk Typist II/Fiscal Aide, CYF, \$18,200.00/yr., effective 06/24/19; Erin E. Franks, FT, Clerk Typist II/Contracts & Support, CYF, \$18,200.00/yr., effective 06/24/19; Warrren L. Crilly, III, FT, Law Clerk, Judge Doyle, \$33,283.19/yr., effective 06/24/19; Chelsea A. Yingling, FT, Records Archivist, \$18,200.00/yr., effective 06/24/19.
- g. **Resignations:** Matthew C. Fallings, FT, Law Clerk, Judge Bernard, \$33,283.19/yr., effective 06/28/19.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 260-2019.

UNFINISHED BUSINESS:

Adoption of Resolutions:

None

OLD BUSINESS:

City of Altoona/Land Bank:

Discussion concerning approval for authorization to advertise for the adoption of Ordinance 2-2019 for an Intergovernmental Cooperation Agreement and Memorandum of Understanding by and among the Altoona Redevelopment Authority, the County of Blair, the City of Altoona, and the Altoona Area School regarding the designation of authority as Land Bank. (See Exhibit A, Ordinance No. 5726 dated October 10, 2018)

County Administrator Schmitt stated that this item will remain on the agenda with possible discussion slated for the meeting of July 9, 2019.

NEW BUSINESS:

2018 Audit:

Dave Scott presented his review and requested acceptance of the 2018 Annual Audit.

Mr. Scott presented the financial report for the County of Blair for the year ending 2018. Mr. Scott stated that as of December 31, 2018, the County had a fund balance of approximately \$5.8 million dollars where \$2.3 million dollars are committed or assigned, and \$3.5 million are unassigned.

Mr. Scott stated that the Statement of Revenues, Expenditures and Changes in Fund Balance shows the county operated at a deficit for 2018 in the amount of \$813,410.00. He stated it is important to point out that the County made a \$4 million contribution to the pension plan in 2018. This would account for some of the fund deficit and that the deficit is a lesser amount than in past years.

Mr. Scott stated that county receives \$7.6 million in Federal Funds (Human Services and CYF) with a combined state and federal total of \$22.8 million in funds.

Mr. Scott stated that in 2017 audit findings totaled 25 of which 17 have been corrected. For 2018 there were 11 new audit findings in addition to the 8 carry-over findings for a total of 19 auditing findings. He stated that most of the accounts payable and receivable findings from 2017 were corrected because of the MUNIS system.

Discussion followed.

Resolution 261-2019: A resolution accepting the 2018 County Single Audit prepared by Young, Oakes, Brown & Company, P.C.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 261-2019.

Blair County Elections Office:

Sarah Seymour requested (1) approval to rescind the Software License and Extended Hardware and Software Warranty and a License and Maintenance and Support Services Agreement dated April 30, 2019 (Resolution 129-2019) between the County of Blair and Election Systems & Software, LLC (ES&S) for the purchase of a voter verifiable paper trail voting system in the total amount of \$894,307.00; and a four (4) year annual license and extended software package for years 2-5 in the amount of \$63,905.00 per year or a total amount of \$255,620.00, and (2) approval of a revised agreement for said purchase as outlined above pursuant to a separate purchase order issued under the Commonwealth of Pennsylvania COSTARS contract for Voting Systems and/or ePollbooks.

Mrs. Seymour stated that the request to rescind the agreement dated April 30, 2019 and to enter into a revised agreement comes as a result to changes in the COSTARS contract for Voting Systems and/or ePollbooks. She stated that the revised agreement was reviewed by Solicitor Karn and the costs associated with the purchase remain the same.

Discussion followed.

Resolution 262-2019: A resolution (1) approving to rescind the Software License and Extended Hardware and Software Warranty and a License and Maintenance and Support Services Agreement dated April 30, 2019 (Resolution 129-2019) between the County of Blair and Election Systems & Software, LLC (ES&S) for the purchase of a voter verifiable paper trail voting system in the total amount of \$894,307.00; and a four (4) year annual license and extended software package for years 2-5 in the amount of \$63,905.00 per year or a total amount of \$255,620.00, and (2) approving a revised agreement for said purchase as outlined above pursuant to a separate purchase order issued under the Commonwealth of Pennsylvania COSTARS contract for Voting Systems and/or ePollbooks.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 262-2019.

Blair County Drug and DUI Courts:

Scott Schultz requested approval for the submission of a 2019 Drug Court Initiatives Grant (#31123) to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$131,958.00, for continuation of the Drug Testing Program for the county's accredited Drug and DUI Court Programs for the period of October 1, 2019 through September 30, 2021.

Mr. Schultz stated that the PCCD recently announced the availability of \$1,000,000.00 in Federal Drug Court Funds. He stated that each judicial district may be awarded up to \$150,000.00 for a two (2) year period. Mr. Schultz stated that the total grant submission is in the amount of \$131,958.00 with the budgeted categories as follows:

\$104,328.00 Personnel	4,136.00 Travel/Training	\$23,494.00 Supplies & Operating Expenses
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Discussion followed.

Resolution 263-2019: A resolution approving the submission of a 2019 Drug Court Initiatives Grant (#31123) to the Commonwealth of Pennsylvania, Pennsylvania Commission on Crime and Delinquency (PCCD), in the amount of \$131,958.00, for continuation of the Drug Testing Program for the county's accredited Drug and DUI Court Programs for the period of October 1, 2019 through September 30, 2021.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 263-2019.

911/ECC:

Mark Taylor requested approval of an Amendment to the Services Agreement between the County of Blair and Grace M. Fala, PhD, approved on April 2, 2019 (Resolution 131-2019) amending paragraph 2 from concluding on August 30, 2019 to October 31, 2019, and amending paragraph 2 from six (6) 90-minute workshops to up to a total of forty-two (42) hours of leadership development workshop training within the Blair County Department of Emergency Services.

Mr. Taylor stated that the amendment to the agreement provides for additional leadership development workshops for the Department of Emergency Services staff. He stated that the amendment has been reviewed by Solicitor Karn and that the additional costs will be paid from the staff development budget line item.

Discussion followed.

Resolution 264-2019: A resolution approving an Amendment to the Services Agreement between the County of Blair and Grace M. Fala, PhD, approved on April 2, 2019 (Resolution 131-2019) amending paragraph 2 from concluding on August 30, 2019 to October 31, 2019, and amending paragraph 2 from six (6) 90-minute workshops to up to a total of forty-two (42) hours of leadership development workshop training within the Blair County Department of Emergency Services.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 264-2019.

Blair County Court Administration:

- a. Janice Meadows requested approval of an Amendment to the Independent Contractor Agreement between the County of Blair and Diane Dry dated April 2, 2019 (Resolution 136-2019) for financial and management services for the Domestic Relations Office, amending paragraph five (5) to read:
 - Contractor shall work an average of eight (8) hours per week at the discretion of the Contractor as agreed upon by the Court Administrator. Contractor shall work an average of 14-21 hours per week during the months of July and August 2019. Contractor shall provide a written invoice to the Court Administrator by the 5th day of the month for the prior month.

Mrs. Meadows stated that the amendment to the agreement with Ms. Dry will assist the new Domestic Relations Director, Keith Calhoun, with the financial aspects involved with this position and will also provide support during the hiring and training of new staff members, including the Deputy Director.

Mrs. Meadows stated that the amendment to the agreement has been reviewed by Solicitor Karn. The fee for this agreement is an eligible Title IV-E expense.

Discussion followed.

Resolution 265-2019: A resolution approving an Amendment to the Independent Contractor Agreement between the County of Blair and Diane Dry dated April 2, 2019 (Resolution 136-2019) for financial and management services for the Domestic Relations Office, amending paragraph five (5).

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 265-2019.

- b. Janice Meadows requested approval of a quote received from Automated Logic in the amount of \$4,930.00 (Option One) for labor and materials to install Webctrl 7.0 to the existing Automated Logic zoning system at Magisterial District Judge Jackson's Office.
- c. Janice Meadows requested approval of a quote received from CDW-G in the amount of \$707.06 for a Dell OptiPlex 3060 computer server necessary for the Automated Logic Webctrl 7.0 upgrade at Magisterial District Judge Jackson's Office.

Mrs. Meadows stated that she was recently notified by Judge Jackson that the Automated Logic system that controls the heating and cooling zoning system to his office building is no longer operating and cannot be upgraded. She stated that the system was installed when the building was constructed and has been updated several times since the installation.

Mrs. Meadows stated that with the assistance of Maintenance Director, Mike Persio, a quote was received from Boyer Refrigeration to remove the Automated Logic System and install a new zoning system. However, the quote received of \$17,841.00 did not seem reasonable. Therefore, a quote was received from Automated Logic to update the current system.

Mrs. Meadows stated that Automated Logic's quote provided two (2) options. Option 1, provides for labor and materials to install Webctrl 7.0 to the existing system and updates the drivers and installs the latest Webctrl patches. However, with Option 1, the county would be responsible for providing the new computer server needed to run Webctrl. Option 1 is in the amount of \$4,930.00.

Mrs. Meadows stated that IT obtained a quote from CDW-G in the amount of \$707.06 for the new computer server needed to run Webctrl 7.0.

Mrs. Meadows stated that Option 2 received from Automated Logic supplying the new computer server is in the amount of \$6,100.00.

Mrs. Meadows stated that it is more cost effective to select Option 1 and select the quote from CDW-G for the purchase of the computer server, for a total system update in the amount of \$5,637.06.

Discussion followed.

Resolution 266-2019: A resolution approving a quote received from Automated Logic in the amount of \$4,930.00 (Option One) for labor and materials to install Webctrl 7.0 to the existing Automated Logic zoning system at Magisterial District Judge Jackson's Office, and approving a quote received from CDW-G in the amount of \$707.06 for a Dell OptiPlex 3060 computer server necessary for the above stated zoning system upgrade.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 266-2019.

Blair County Department of Social Services:

- a. Jim Hudack requested approval of the FY 2019-2020 Human Services Block Grant Annual Plan.

Mr. Hudack stated that the submission of the Human Services Block Grant Annual Plan is a requirement of the state and is a collaborated effort of the Department of Social Services, Intellectual Disability Services, Human Services, Mental Health Services and Drug and Alcohol.

Mr. Hudack stated that the county's participation in the Human Services Block Grant allows funds to be managed locally. He stated that the amount received is \$64.8 million and the county match is 4.7%. He stated that the total number of individuals receiving services is 15,327.

Discussion followed.

- b. Missy Gillin requested approval of a FY 2018-2019 sixty (60) day Contract Extension between the County of Blair and United Way of Blair County, extending the terms and conditions of the contract until August 31, 2019, as stated in Article 1, Section B with no change to the original maximum contract amount of \$187,000.00.

Ms. Gillin stated that the extension request is to extend the FY 2018-2019 contract end date to August 31, 2019. She stated that the contract extension boilerplate has been reviewed by Solicitor Karn and the contract amount remains the same at \$187,000.00.

Discussion followed.

Resolution 267-2019: A resolution approving a FY 2018-2019 sixty (60) day Contract Extension between the County of Blair and United Way of Blair County, extending the terms and conditions of the contract until August 31, 2019, as stated in Article 1, Section B with no change to the original maximum contract amount of \$187,000.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 267-2019.

Blair County Children, Youth & Families and Department of Social Services:

Missy Gillin requested approval of Amendment #2 to Grant Agreement No. 41000066998 between the County of Blair and the Commonwealth of Pennsylvania, Department of Human Services for the provision of Family Center Services to At-Risk Families, extending the Grant Agreement from June 30, 2019 through June 30, 2021 with the option of an additional three (3) month extension through September 30, 2021.

Ms. Gillin stated that the Pennsylvania Department of Human Services initiated Amendment #2 to extend the grant agreement an additional two (2) years through June 30, 2021 with the option of an additional three (3) month extension through September 30, 2021. She said that the state is requesting that the amendment be returned no later than June 28, 2019.

Discussion followed.

Resolution 268-2019: A resolution approving Amendment #2 to Grant Agreement No. 41000066998 between the County of Blair and the Commonwealth of Pennsylvania, Department of Human Services for the provision of Family Center Services to At-Risk Families, extending the Grant Agreement from June 30, 2019 through June 30, 2021 with the option of an additional three (3) month extension through September 30, 2021.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 268-2019.

MEETING RECESSED:

Commissioner Tomassetti stated that today's meeting would be recessed and reconvened at 10:15 a.m., Thursday, June 27, 2019.

RECONVENED MEETING: THURSDAY, JUNE 27, 2019, 10:15 A.M.

Location: Conference Room 2B, 2nd Floor, New Addition.

Members Present: Commissioner Erb, Commissioner Beam and County Administrator Schmitt.

Members Absent: Commissioner Tomassetti, Solicitor Karn and Assistant Solicitor Muriceak.

Others Present: Nicole Hemminger and Melissa Harpster (Commissioners Office), Wendy Long and A. C. Stickel (Controller's Office), Jenn Sleppy (Finance), and Rocky Greenland (Public Works).

CALL TO ORDER:

Commissioner Erb called the reconvened meeting to order.

PUBLIC COMMENT

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

RESOLUTION 269-2019:

Commissioner Erb requested approval for the payment of one (1) Warrant List dated June 26, 2019, in the total amount of \$141,637.61, which include payments of the following invoices:

- **2017 Project Fund/Bond/Parking Garage Stair Tower Replacement Project:**
Invoices received from Keller Engineers, Inc., in the total amount of \$7,761.61.

Motion by Commissioner Beam, seconded by Commissioner Erb and unanimously approved to adopt Resolution 269-2019.

ADJOURN:

Meeting Adjourned,