

WORK SESSION: TUESDAY, OCTOBER 17, 2023, 10:00 A.M.

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:

Rebecca Robinson (Purchasing), Helen Schmitt (Public), Melissa Harpster and Allison Senkevich (Commissioners Office), Brandon Meck and Lindsay Dempsie (Finance), Glenn Nelson (Fort Roberdeau), Paul Shaffer (Public Works/Highway), Grant Wills (GIS), Joe Cox (JPO), Angela Wagner and AC Stickel (Controller's Office), David Kessling (Public), Melena Koegler (HR), Kay Stephens (Altoona Mirror), Nate Taylor (Public Access Channel), Trina Illig (Social Services), Carol Taylor (Public), Sarah Waldron, Alexis Peacock, Isabella DeStefano, Megan Yoder, Sophia Zangrilli, Maddy Sollars, Benjamin Smith, Addison Davis, Natalie Foster, Mike Rawling (Hollidaysburg Area High School SADD) and Shawna Hoover (Operation Our Town).

Upcoming Meetings:

Wednesday, October 18, 2023	10:00 a.m.	Board of Assessment Appeals (Conference Room 2B, 2 nd Fl.)
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, October 19, 2023	8:30 a.m.	*Prison Board (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, October 20, 2023		
Monday, October 23, 2023		
Tuesday, October 24, 2023	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)
	2:00 p.m.	*Public Budget Meeting (Commissioners Meeting Room)

Approval of Meeting Minutes: 10/10/23 and 10/12/23

Commissioner Erb called for corrections or changes to the meeting minutes of 10/10/23 and 10/12/23. There were no corrections or changes noted.

Motion by Commissioner Burke, seconded by Commissioner Erb and unanimously approved to accept the minutes as prepared.

Public Comment:

Commissioner Erb called for public comment.

Chief Clerk Hemminger read the following public comment email received at publiccomment@blairco.org from Ms. Margaret Caldwell.

Subject: Proposed Low Barrier Shelter

I am very concerned about an article I read in the 9/27/23 issue of the Altoona Mirror. Christine Zernick, Executive Director of the Blair County Community Action Program, wants to create a low barrier shelter for homeless in Altoona. This shelter would NOT require the following: background checks, sobriety, medical stability, an ability to manage daily living tasks, mental and emotional stability, and willingness to live cooperatively with others or to comply with rules.

A facility of this nature would be totally unsafe for the citizens of our town. The type of people this shelter would attract is frightening. All of the things they would not require would also make it very dangerous for staff and other people in the shelter. Who would be responsible if a staff member or someone in our community was injured by one of the homeless people?

I hope this idea is squashed before any more planning is done. I have also contacted Congressman Joyce's office and my state representative. Thank you, Margaret Caldwell.

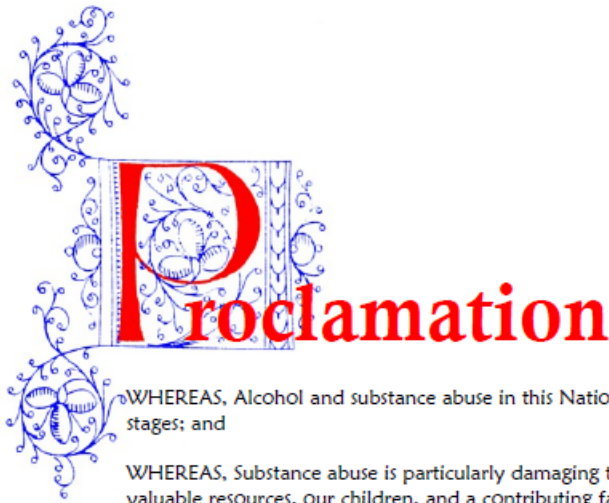
Commissioner Comments:

Commissioner Erb called for commissioner comments. **There were no commissioner comments noted.**

Proclamation: Red Ribbon Week October 23-31, 2023.

Commissioner Erb introduced the Students Against Destructive Decisions (SADD) members from the Hollidaysburg Area School District, their Advisor Mike Rawling, as well as, Shawna Hoover of Operation Our Town.

Commissioner Erb read the following Proclamation:



WHEREAS, Alcohol and substance abuse in this Nation have reached epidemic stages; and

WHEREAS, Substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides; and

WHEREAS, It is imperative that visible, unified prevention education efforts by community members be launched to eliminate the demand for drugs; and

WHEREAS, The National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles (no use of illegal drugs, no illegal use of legal drugs); and

WHEREAS, The National Red Ribbon Campaign will be celebrated across America during Red Ribbon Week, October 23-31, 2023; and

WHEREAS, Business, government, parents, law enforcement, media, medical institutions, religious institutions, schools, senior citizens, service organizations, and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying red ribbons during this week-long campaign; and

WHEREAS, The community of Blair County, PA further supports the efforts of the Red Ribbon Campaign;

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of the County of Blair of the Commonwealth of Pennsylvania, do hereby proclaim **October 23-31, 2023 as RED RIBBON WEEK**, and encourage its citizens to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug-free Blair County.

Addison Davis, President of SADD, provided information regarding Red Ribbon Week and the various activities planned to take place during the week through the Hollidaysburg Area High School.

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

Consent Agenda

Resolution 492-2023:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/17/2023	231010TC	\$352,527.12
10/17/2023	231017SS	\$ 65,653.40
10/17/2023	231017WW	\$112,784.64

Which include payment of the following invoices:

- McCarl's Preferred Services, in the total amount of \$4,045.00.

- b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/16/2023	231013PA	\$124,688.64
10/13/2023	231012RA	\$ 84,153.96
10/10/2023	231010ML	\$ 30,128.19
10/12/2023	231012HR	\$ 36,836.54
10/10/2023	231010FS	\$ 1,928.66

- c. **2023 Budget Transfer:** Projected residential expenses.

From	\$	To
01202203-44240 Juvenile Probation	\$45,000.00	01202206-44230 Juvenile Probation
01202203-44240 Juvenile Probation	\$45,000.00	01202206-44250 Juvenile Probation

- d. **2023 Budget Transfer:** Charges received from Boyer Refrigeration:

From	\$	To
01103BM-44840 Building Maintenance	\$ 872.31	01103HW-44840 Highway
01103BM-44840 Building Maintenance	\$1,050.58	01103HW-44840 Highway

- e. **2023 Budget Transfer:** Charges received from Empire Communications.

From	\$	To
01103BM-44810 Building Maintenance	\$150.00	44122-44810 911 Center

- f. **2023 Budget Transfer:** Fee for updated boiler certificate from PA Department of Labor.

From	\$	To
01103BM-42010 Building Maintenance	\$195.76	44122-42010 911 Center

- g. **2023 Budget Transfer:** Legal fees received from Campbell Durrant for September 2023.

From	\$	To
01101GCO-44080 General County Operations	\$10,687.90	01209PO-44080 Prison

- h. **2023 Budget Transfer:** Charges received from Frederick Lock and Key Inc.

From	\$	To
01103BM-44840 Building Maintenance	\$450.00	01161MD-44840 MDJ Dunio

- i. **2023 Budget Transfer:** Fees from Conemaugh Nason Occupational Health for September 2023.

From	\$	To
01101GCO-42000 General County Operations	\$38.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$50.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$50.00	013201-42000 CYF

j. **2023 Budget Transfer:** To cover a department vehicle transfer.

From	\$	To
01101GCO-44930 General County Operations	\$290.00	01103BM-44930 Building Maintenance

k. **Blair County Bridges 87, 88, 89, & 92/Box Culvert Project:** Requesting approval for the payment of Applications #12 and #13 received from Francis J. Palo, in the total amounts of \$240,015.12 and \$10,134.56, respectively.

l. **Juvenile Probation:** Requesting approval of an Affiliation Agreement between the County of Blair and Bishop Guilfoyle High School for the purpose of student job shadowing and internship experiences.

m. **Juvenile Probation:** Requesting approval of one (1) Bishop Guilfoyle student job shadowing and internship experience with Marklin Myers, for the period of October 24, 2023 to November 22, 2023, two (2) days per week for four (4) hour increments on court proceeding days. Job shadowing and internship experience is at no cost to the county.

n. **Employment:** Margareta S. Cook, FT, Administrative Support, Costs and Fines, \$11.58/hr., effective 10/16/23; Brittany L. Dematteis, FT, Clean and Green Specialist 1, Assessment, \$14.08/hr., effective 10/16/23; and Brooke A. McCready, FT, Temporary, Department Assistant, CYF, \$11.13/hr., effective 10/16/23.

o. **Employment Status Change:** Diane G. Kilmer, From FT, Temporary, Department Assistant, CYF, \$10.60/hr., To, FT, Clerk Typist 1/Receptionist, CYF, \$10.60/hr., effective 09/07/23; Kelli A. Bouffard, From, First Deputy-Clerk of Courts, Prothonotary, \$13.67/hr., To, FT, Administrative Support, District Court, MDJ Blattenberger, \$11.58/hr., effective 10/16/23; and Tara A. Guilbault, From, FT, Receptionist/Clerk, Prothonotary, \$11.03/hr., To, FT, Custody Processor, Custody, \$11.58/hr., effective 10/16/23.

p. **Terminations:** Rory M. Grassadonia, FT, Social Services Aide 1, CYF, \$10.60/hr., effective 10/11/23.

q. **Resignations:** Natalie G. Newingham, FT, Pre-Sentencing Guidelines Coordinator, DA, \$12.16/hr., effective 10/20/23; Cynthia J. Venesky, FT, Assessor 1, Assessment, \$14.29/hr., effective 10/12/23; Edward M. Drzewiecki, PT, Probation Officer Support, APO, \$12.26/hr., effective 10/24/23; and Katelyn L. Williams, FT, Administrative Support, JPO, \$11.58/hr., effective 10/12/23.

r. **Separation Date Change:** Treva Y. DeSimone, FT, Juvenile Clerk of Courts, Prothonotary, \$12.56/hr., effective date change from 10/13/23 to 10/10/23.

s. **Withdrew Acceptance of Job Offer:** Brittany M. Quirin, FT, Department 1 Clerk, Domestic Relations, \$11.03/hr., effective 10/10/23.

Chief Clerk Hemminger announced a correction to the consent agenda under letter o. She stated that the title of Diane G. Kilmer should read Clerk Typist 1/File Clerk not Clerk Typist 1/Receptionist, CYF. **Change to the consent agenda noted.**

Commissioner Burke noted her abstention due to a conflict of interest on the payment of an invoice to McCarl's Preferred Services.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 492-2023 with the change to the consent agenda and the abstention as noted.

Staff Reports & Special Business:

Social Services:

- i. Trina Illig requested approval for the submission of the FFY 2023 Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic Development (DCED) on behalf of the seventeen (17) Non-Entitlement Communities of the County of Blair, in the total amount of \$248,366.00.

Mrs. Illig stated that the county has been designated as an eligible grant recipient on behalf of the following seventeen (17) non-entitlement communities, the boroughs of Bellwood, Duncansville, Martinsburg, Newry, Roaring Spring and Williamsburg and the townships of Allegheny, Catharine, Freedom, Greenfield, Huston, Juniata, North Woodbury, Snyder, Taylor, Tyrone and Woodbury.

Mrs. Illig requested approval for Commissioner Bruce R. Erb, to serve as the Chief Elected Official on behalf of the Blair County Board of Commissioners to execute all documents associated with the FY 2023 Community Development Block Grant Application, in the total amount of \$248,366.00.

Mrs. Illig stated that awarded funds would be allocated for housing rehabilitation projects.

Discussion followed.

- ii. Trina Illig requested approval for the submission of the "combined" FFY 2023 Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic Development (DCED) on behalf of the seventeen (17) Non-Entitlement Communities and the five (5) Entitlement Communities of the County of Blair, in the total amount of \$830,043.00.

Mrs. Illig stated that the county has been designated as an eligible grant recipient on behalf of the seventeen (17) non-entitlement communities; and the following five (5) entitlement boroughs and townships; Hollidaysburg Borough, Tyrone Borough, Tyrone Township, Antis Township, Blair Township and Frankstown Township.

Mrs. Illig requested approval for Commissioner Bruce R. Erb, to serve as the Chief Elected Official on behalf of the Blair County Board of Commissioners to execute all documents associated with the FY 2023 Community Development Block Grant Application, in the total amount of \$830,043.00

Mrs. Illig stated that funds would be used for housing rehabilitation projects; to address flooding within the Gaysport section of Hollidaysburg Borough; water and sewer improvement projects on Reservoir Road in Blair Township; housing rehabilitation for Tyrone Borough, Antis Township and Frankstown Township.

Mrs. Illig stated that funding is competitive.

Discussion followed.

- iii. Trina Illig requested approval of the Adoption of the FY 2023 Community Development Block Grant (CDBG) Program Grievance Procedure and authorization to re-designate Blair County Chief Clerk, Nicole M. Hemminger, as the Section 504 Officer.

Mrs. Illig stated that the county has developed a grievance procedure that must be adopted publicly that incorporates due process standards that allows for prompt resolution of any complaints of discrimination based on disability. She stated that the designated 504 Officer must act on complaints and maintain records of the processing and monitoring.

Mrs. Illig recommended that the board re-designate Chief Clerk Nicole M. Hemminger as the county’s Section 504 Officer and to adopt the Grievance Procedure.

Discussion followed.

- iv. Trina Illig requested approval of the Cooperation Agreements between the County of Blair and the five-5 Entitlement Municipalities to submit an application and to administer the FY 2023 Community Development Block Grant (CDBG) Program on their behalf as follows:

\$112,825.00	Blair County to benefit Hollidaysburg Borough
\$111,032.00	Blair County to benefit Tyrone Borough
\$122,147.00	Blair County to benefit Antis Township
\$103,269.00	Blair County to benefit Blair Township
\$132,404.00	Blair County to benefit Frankstown Township

Mrs. Illig stated that there is an 18% administrative fee to administer the FY 2023 program on behalf of the five-5 entitlement municipalities.

Discussion followed.

- v. Trina Illig requested approval of the FY 2023 Fair Housing Resolution.

Mrs. Illig stated that this is an annual resolution request.

Discussion followed.

Department of Emergency Services:

Requesting approval for the submission of an Amended DGM-16F Final Financial Statement Report to the Pennsylvania Emergency Management Agency (PEMA) noting total funds received as reimbursement for the FFY 2022 Emergency Management Performance Grant (EMPG) as \$94,159.47 of the \$95,977.00 available, and updating dates of the performance period of the eligible grant period as October 1, 2021 through September 30, 2022.

Chief Clerk Hemminger requested that this item be held for a future meeting. No discussion followed.

Fort Roberdeau:

Glenn Nelson requested approval of a proposal received from BluAcres LLC for technical services for the removal of invasive privet vegetation at Fort Roberdeau, in the total amount of \$3,200.00.

Mr. Nelson stated that services for the removal of invasive privet vegetation would begin this fall, winter, and continue into the spring of 2024.

Discussion followed.

GIS:

Grant Wills requested approval of a 2024 Lift Letter for the second part of a contract between the County of Blair, and Pictometry International Corp., #C2490948, dated August 13, 2021, to conduct the second of three (3) separate imagery collection projects with a project fee, in the amount of \$127,099.00, for the collection of aerial imagery that constitutes orthographic and oblique imagery, online services during the life of each project, and software.

Mr. Wills stated that the 2024 Lift Letter provides for Pictometry International Corp. to conduct per a contract dated August 13, 2021, the second of three “flyover” aerial imagery collection projects, online services during the life of each project and software.

Mr. Wills stated that several county offices use the system daily in order to obtain property information. He stated the Assessment Office is the primary user, but the Department of Emergency Services utilizes the system in emergencies to provide images and locations of buildings, roads, driveways, etc.

Chief Clerk Hemminger stated that the cost of the second collection project is eligible to be paid with American Rescue Plan Act (ARPA) Funds.

Discussion followed.

Blair County Bridge 69 Replacement/East Freedom Township:

Paul Shaffer requested approval of a Supplemental Proposal of Service Contract between the County of Blair and Keller Engineers, Inc., for supplemental geotechnical sampling and testing and project management, in the total lump sum of \$6,555.00.

Discussion followed.

Blair County Parking Garage Stair Tower Project:

Chief Clerk Hemminger requested approval of a Supplemental Proposal of Service Contract between the County of Blair and Keller Engineers, Inc., for additional shop drawing review (assume 45 hours), and additional construction consultation (assume 45 hours), in the estimated costs total of \$27,311.19.

Chief Clerk Hemminger stated that the request for additional compensation of time is for project oversize, shop-drawing review and field inspection work over and above what was originally contemplated for the project.

Commissioner Erb pointed out that the project delay was no fault of Keller Engineers or the County staff.

Commissioner Webster stated she is hopeful the additional amount can be reimbursed through liquidated damages currently being assessed.

Discussion followed.

Old Business:

None

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk