

WORK SESSION: TUESDAY, MARCH 26, 2024, 1:00 P.M.
Location: Commissioners Meeting Room, Basement.

**Public meetings are being held both in-person and by Zoom. To participate in the meeting please dial 1-309-205-3325 or 1-646-876-9923, enter meeting number 988 9066 9264, and enter the meeting passcode 423423.*

CALL TO ORDER:

Commissioner Kessling called the meeting to order.

MOMENT OF SILENT REFLECTION:

Commissioner Kessling called for a moment of silent reflection.

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.

ROLL CALL:

MEMBERS PRESENT:

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

OTHERS PRESENT:

Kay Stephens (Altoona Mirror), Lindsay Dempse and Brandon Meck (Finance), Paul Shaffer (Public Works – Highway), Mindy Hostler and Brooke McCready (CYF), Sam Dunkle and Barbara Bosar (Court Administration), A.C. Stichel (Controller), Ray Benton (Coroner), Allison Senkevich and Lori Guyer (Commissioners), Tricia Johnson and Melissa Gillin (Social Services), Becky Robinson (Purchasing), Joe Cox and Molly Wink (Juvenile Probation), Sue St Martin (Tax Claim), Mark Taylor (Public Safety), Sarah Seymour (Elections), Courtney Sable (Records Management), Christopher Gabriel, Stephanie Fera, and Christopher Furman (Gabriel Fera PC), Nate Taylor (Public Access Channel), Carol Dannenberg (Holidaysburg Community Watchdog)

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Nicole Hemminger confirmed there were no executive sessions since the last meeting, March 19, 2024.

APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES – 2/20 and 2/22; and 3/12, 3/14, and 3/19
Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENT:

Commissioner Kessling called for public comment. There were no comments.

COMMISSIONER COMMENTS:

Commissioner Kessling called for commissioner comments.

Commissioner Kessling welcomed Christopher Gabriel, Stephanie Fera, and Christopher Furman from Gabriel Fera PC, the County's new solicitor firm.

CONSENT AGENDA:
Resolution 158 – 2024:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/26/2024	240326CY	73,897.08
03/26/2024	240326SS	2,550.00
03/26/2024	240326WW	694,574.46

b. Ratification of the following 1-One Warrant List:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/15/2024	240315DA	19,164.00

c. Ratification of the Total Payroll for the check dated 3/22/2024 in the total amount of \$801,582.41.

d. **2024 Budget Transfer:** To cover legal fees from McNeess Wallace for February 2024.

From	\$	To
01101GCO-44080 General County Operations	\$3630.00	113201-44080 CYF
01101GCO-44080 General County Operations	\$900.00	01103HW-44080 Highway
01101GCO-44080 General County Operations	\$1260.00	01105-44080 Human Resources
01101GCO-44080 General County Operations	\$180.00	44122-44080 Public Safety – 911
01101GCO-44080 General County Operations	\$360.00	01101-44080 Commissioners

e. **2024 Budget Transfer:** To cover fees from Conemaugh Nason Occupational Health during February 2024.

From	\$	To
01101GCO-42000 General County Operations	\$68.00	01103BM-42000 Building Maintenance
01101GCO-42000 General County Operations	\$106.00	113201-42000 CYF
01101GCO-42000 General County Operations	\$68.00	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$68.00	01209PO-42000 Prison

f. **2024 Budget Transfer:** To cover legal fees from McNeess Wallace for the Krause case.

From	\$	To
01101GCO-44080 General County Operations	\$4,077.00	113201-44080 CYF
01101GCO-44080 General County Operations	\$4,975.50	113201-44080 CYF
01101GCO-44080 General County Operations	\$7,263.00	113201-44080 CYF
01101GCO-44080 General County Operations	\$1,509.00	113201-44080 CYF

g. **Resignations:** Karichner, Adam C., FT, Probation Officer Aide, APO, \$11.87/hr., effective 3/20/2024.

Couturiaux, Dakota R., FT, Parole and Probation Officer, APO, \$16.95/hr., effective 3/28/2024. Duraso, Chloe E., FT, Case Manager, Domestic Relations, \$15.91/hr., effective 3/28/2024. Perpignand, Harry F., FT, Caseworker, CYF, \$20.78/hr., effective 3/29/2024. Bowser, Ashley L., FT, Correction Officer, Prison, \$22.71/hr., effective 4/1/2024.

- h. **Employments:** McNeal, Tynasia M., FT, Custody Processor, Custody, \$11.58/hr., effective 3/19/2024. Leamer, Tamara L., FT, Department Clerk, DRS, \$11.58/hr., effective 3/25/2024. Rightenour, Darren R., FT, Warrant Clerk, Sheriff, \$11.58/hr., effective 3/25/2024. Wagner, Angela C., FT, Deputy, Controller, \$54,877.42/yr., effective 3/25/2024.
- i. **Status Changes:** Burk, Francine M., FT, District Court Administrative Support, MDJ Jones, \$12.71/hr., to FT, Case Manager, DRS, \$15.52/hr., effective 3/25/2024. Mosel-Miller, Tracy A., PT, Temporary Department Assistant, Controller, \$14.74/hr., to FT, Administrative Assistant-Courthouse, APO, \$14.74/hr, effective 3/25/2024. Matthews, Brenda J., FT, Corrections Officer, Prison, \$23.29/hr. to FT, Lieutenant, Prison, \$48,677.46/yr., effective 3/30/2024. Schmitt, Matthew F., FT, Acting Lieutenant, Prison, Additional pay for out-of-class duties to FT, Corrections Officer – Sergeant, Prison, base rate, effective 3/30/2024.

Commissioner Burke noted her abstention on the payment to Burke & Co LLC in the total amount of \$2,604.53 due to a conflict of interest.

Motion by Commissioner Webster, seconded by Commissioner Kessling and approved to adopt Resolution 158-2024, with abstention as noted.

STAFF REPORTS & SPECIAL BUSINESS:
Public Works - Highway:

- i. Paul Shaffer requested approval of a temporary Easement Agreement between the County of Blair and the Altoona Water Authority, along the Lakemont Reservoir fence line, in the total amount of \$6,118.50 and a permanent Easement Agreement between the County of Blair and the Altoona Water Authority in the total amount of \$23,891.00.
No further discussion.
- ii. Paul Shaffer requested approval of the Supplemental Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for additional consultation and construction inspection services for Bridge #70 in the total amount of \$38,549.50.
No further discussion.
- iii. Paul Shaffer requested approval of the Supplemental Proposal of Service/Contract between the County of Blair and Keller Engineers, Inc. for the additional construction consultation, shop drawing review and construction inspection services for Bridge #87, 88, 89 and 92 in the total amount of \$76,319.00.
No further discussion.

Social Services:

Tricia Johnson requested approval of the County of Blair Affordable Housing Trust Fund Program allocation to supplement funding of the Owner Occupied Rehabilitation program throughout Blair County that will be administered through the Community Development programs in the not-to-exceed amount of \$50,000.00.

No further discussion.

Children, Youth, and Families:

- i. Brooke McCready requested approval of the FY 2024/2025 Agreement for payment of legal services between The County of Blair, Blair County Children, Youth and Families and Mary Ann Probst, Esquire, Attorney of Forr, Stokan, Huff, Kormanski & Naugle, as Counsel for Minor Child, for the period of July 1, 2024 through June 30, 2025, at the rate of \$85.00 per hour.

Ms. McCready confirmed that the hourly rate is the same as last year.

- ii. Brooke McCready requested approval of the FY 2024-2025 Agreement for Payment of Legal Services between the County of Blair, Blair County Children, Youth and Families and Mary Ann Probst, Esquire and Tyler Rowles, Esquire, Attorneys of Forr, Stokan, Huff, Kormanski, & Naugle, for the period of July 1, 2024 through June 30, 2025, at the rate of \$2,100.00/per month, per attorney for Guardian ad litem services.

No further discussion.

- iii. Mindy Hostler requested approval of the 2024 Agreement and Terms between the County of Blair, Blair County Children, Youth and Families and Simple In/Out.

Commissioner Burke asked for clarification of Simple In/Out.

Ms. Hostler responded that this program allows supervisors to know when staff are in the field for increase safety.

- iv. Mindy Hostler requested approval of the 2024 Agreement for Purchases Under Bidding Threshold between the County of Blair, Blair County Children, Youth and Families and Positive Promotions, Inc. in the total amount of \$1,458.04.

Commissioner Burke asked if this was paid out of the county budget or if this can come from grants.

Ms. Hostler responded that she would provide the Commissioners with this information before the 3/28 Board of Commissioners meeting.

v. Brooke McCready requested approval of the FY 2024/2025 Agreement for Payment of Legal Services between the County of Blair, Blair County Children, Youth and Families, Matthew Dombrosky, Esquire, attorney of Law Offices of Lucas A. Kelleher LLC., for the period of July 1, 2024 through June 30, 2025, at the rate of \$2,100.00/per month, per attorney for Guardian ad litem services.

No further discussion.

vi. Mindy Hostler requested approval of the FY 2023-2024 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Professional Family Care Services.

No further discussion.

Court Administration:

Same Dunkle requested approval of a Court Interpreter Services Grant Application for Language Access Reimbursable Costs for Calendar Year 2023 to the Administrative Office of Pennsylvania Courts (AOPC), in the total amount of 9,392.62.

No further discussion.

Finance:

Lindsay Dempsie requested approval to submit the 2023 Local Assistance and Tribal Consistency Fund (LATCF) annual report to the U.S. Department of the Treasury.

Ms. Dempsie mentioned that this the second of two \$50,000 disbursements. The county is eligible for the payments due to having state owned land under a payment in lieu of tax agreements (PILOT).

Parks and Recreation:

Chief Clerk Nicole Hemminger requested approval of an overall allocation of \$20,000.00 for community based grants. Each grant would be eligible for a maximum award of \$3,000.00.

Chief Clerk Hemminger said this item is a recommendation from the Park and Recreation Advisory Board, which was discussed at their meeting earlier this month.

Commissioner Webster commented that she feels the Valley View Park projects should be finished before other uses are considered.

Chief Clerk Hemminger also mentioned that the 2024 approved budget did not have an appropriate funding level to support this grant allocation and the board would need to also recommend an allocation of funds to support the grant.

Old Business:

Resolution 146-2024: Approving change order #1 received from Montgomery Technology Systems LLC for the replacement of the slide gate and adjacent fencing at the Prison in the total amount of \$32,650.00.

Motioned by Commissioner Kessler, seconded by Commissioner Webster, and approved to adopt Resolution 146-2024.

Resolution 147-2024: Approving the quote received from Optical Storage Solutions Inc. for professional services to migrate LANDEX images and data from existing servers to a new server configuration in the total amount of \$2,500.00 to be paid from the Recorder's Record Improvement Fund.

Motioned by Commissioner Webster, seconded by Commissioner Kessler, and approved to adopt Resolution 147-2024.

Resolution 148-2024: Approving the County of Blair Affordable Housing Trust Fund Program Disbursement to TEAM Effort for low to moderate income family home renovations in the total amount of \$20,000.00.

Motioned by Commissioner Kessler, seconded by Commissioner Burke, and approved to adopt Resolution 148-2024.

Resolution 149-2024: Approving the submission of the 2023 Blair County MH/ID/EI Employees' Compensation plan.

Motioned by Commissioner Kessler, seconded by Commissioner Burke, and approved to adopt Resolution 149-2024.

Resolution 150-2024: Approving the electronic submission of the FY 2024 EMPG (Emergency Management Performance Grant) Application for the performance period of October 1, 2023 to September 30, 2024.

Motioned by Commissioner Kessler, seconded by Commissioner Webster, and approved to adopt Resolution 150-2024.

Resolution 151-2024: Approving the contract agreement between the County of Blair and Blair Auto & Power Equipment to sharpen two blades for the County Highway wood chipper, in the total amount of \$30.00.

Motioned by Commissioner Kessler, seconded by Commissioner Webster, and approved to adopt Resolution 151-2024.

Resolution 152-2024: Approving the FY 22-23 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. The cost will vary depending on the number of children in care, the number of days of care, and level of care required.

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and approved to adopt Resolution 152-2024.

Resolution 153-2024: Approving the FY 23-24 Renewal of Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and the Bair Foundation. The cost will vary depending on the number of children in care, the number of days of care, and the level of care required.

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and approved to adopt Resolution 153-2024.

Resolution 154-2024: Approving the PComp 2023 Audited Payroll Reporting Form for the Pennsylvania Counties Worker's Compensation Trust to certify the County's 2023 payroll figures.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 154-2024.

Resolution 155-2024: Approving the VOCA grant application for the period of 10/1/2024 through 9/30/2025 in the total amount of \$100,193.00.

Motioned by Commissioner Webster, seconded by Commissioner Kessling, and approved to adopt Resolution 155-2024.

Resolution 156-2024: Approving the Cancellation Request from Auto-Owners Insurance for the builder's risk insurance for the Valley View Park Amphitheater Project, effective 8/21/2023.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 156-2024.

Resolution 157-2024: Approving the Memorandum of Understanding between the County of Blair, on behalf of the Blair County Prison, and the Borough of Hollidaysburg to grant access to the jail management system.

Commissioner Burke noted her abstention due to a conflict of interest with the Borough of Hollidaysburg.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 157-2024.

New Business:
None.

Adjourn:
Meeting Adjourned,


Nicole M. Hemminger, Chief Clerk