

**WORK SESSION: TUESDAY, OCTOBER 10, 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:**

Helen Schmitt (Public), AC Stickel (Controller), Carol A. Dannenberg (Hollidaysburg Community Watchdog), Derek Flaig (Blair Senior Services), Rebecca Robinson (Purchasing), Brandon Meck and Lindsay Dempsie (Finance), Sue St Martin (Tax Claim), Kay Stephens (Altoona Mirror), Paul Shaffer (Public Works/Highway), Trina Illig and Elizabeth Nelson (Social Services), Katherine Swigart and Melena Koegler (HR), Melissa Harpster and Allison Senkevich (Commissioners Office).

**Upcoming Meetings:**

Wednesday, October 11, 2023

Thursday, October 12, 2023

10:00 a.m.

\*Commissioners Business Session  
(Commissioners Meeting Room)

Friday, October 13, 2023

1:00 p.m.

Blair County Airport Authority  
(Blair County Airport)

Monday, October 16, 2023

Tuesday, October 17, 2023

10:00 a.m.

\*Commissioners Work Session  
(Commissioners Meeting Room)

Chief Clerk Hemminger stated that there is one addition to the Upcoming Meetings. She stated that the Airport Authority advertised and changed the date of the Authority Meeting to the 2<sup>nd</sup> Wednesday of the month beginning at 4 pm.

**Approval of Meeting Minutes 09/26/23:**

Commissioner Erb called for corrections or changes to the meeting minutes of 09/26/23. There were no corrections or changes noted.

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

**Public Comment:**

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

**Commissioner Comments:**

Commissioner Erb called for commissioner comments.

Commissioner Webster requested those participating in the meeting to remember Israel during the horrible attacks and war brought about by Hamas militants.

Commissioner Burke – no comments noted.

Commissioner Erb provided an introduction to the county's Whole Home Repairs Program and asked Trina Illig of the Social Services Department to provide an update on the Program.

**Public Update:**

Blair County's Whole Home Repairs Program and the anticipated timeline for expenditure of funds.

Mrs. Illig stated all sixty-seven (67) Pennsylvania counties received funding. She stated that DCED serves as the program administrator, and that funds are to be used to address habitable, energy efficiency, water efficiency, and ADA issues.

Mrs. Illig stated as of this past Friday, October 6, 2023 there are ninety-two (92) applications for processing. Forty-nine (49) applications are from the City of Altoona and of those, forty (40) applicants are age 62+. She stated four (4) applications went to the Community Development Block Grant (CDBG) home program and nine (9) went to lead hazard reduction program. She stated that the Center for Independent Living has ten-10 applications for accessibility issues that an Occupational Therapist will review.

Mrs. Illig stated that DCED requires that the county work with the Workforce Development Program. She stated that the Workforce Development Program should receive an allocation of funding in the total amount of \$100,000.00.

Mrs. Illig stated that a Cooperation Agreement between the County and the City of Altoona would be developed for the collaboration of processing applications.

Mrs. Illig stated that applications would now be paused in order to process the ninety-two (92) applications already received.

Mrs. Illig stated that the county received \$1,132,362.00 and that there is a 4% administration fee of slightly over \$45,000.00. The maximum award amount per approved Blair County application is \$25,000.00.

Mrs. Illig stated that the applicants need to be below 80% of median household income, and the applicants must own the home, taxes must be current/paid and insurance requirements must be in place.

Discussion followed.

**Consent Agenda:**

**Resolution 486-2023:**

- a. Payment of the following two-2 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/10/2023	231010ww	\$346,608.54
10/10/2023	231010ss	\$ 5,077.85

Which include payment of the following invoices:

- UPMC Altoona, in the total amount of \$555.00
- Thomas and Chandra Jandora, in the total amount of \$1,500.00.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
10/05/2023	231005FC	\$248,343.50
10/04/2023	231003WW	\$157,841.39
10/03/2023	231003WC	\$ 12,888.03
10/05/2023	231005HR	\$ 6,235.37
10/02/2023	231002HI	\$517,529.75
10/02/2023	231002FN	\$117,016.69
10/02/2023	231002FS	\$ 2,071.85
09/29/2023	230929RF	\$ 971.76

- c. Ratification of Total Payroll for the Check Dated 10/06/23, in the total amount of \$848,596.44.

- d. **2023 Budget Transfer:** To cover ComPros invoices.

From	\$	To
44122-44030 911 Center	\$22,952.00	44122712-44710 911 Center

- e. **2023 Budget Transfer:** Charges received from Justifacts for September 2023.

From	\$	To
01101GCO-42000 General County Operations	\$161.70	01103CS-42000 Custodial Services
01101GCO-42000 General County Operations	\$496.57	013201-42000 CYF
01101GCO-42000 General County Operations	\$130.50	34156-42000 Domestic Relations
01101GCO-42000 General County Operations	\$192.19	01157-42000 Public Defender

- f. **Cambria Allegheny Regional Highway Safety Network:** Requesting approval to resubmit a Letter of Support to the PA Department of Transportation previously approved on July 13, 2023, changing the recipient's name on the Letter of Support from Mr. Chris Swihura to Mr. Shane Mills; and changing the Community Traffic Safety Project Grant Agreement period from FFY 2023/2024 to FFY 2024/2026.

- g. **Employment:** Brittany M. Quirin, FT, Department Clerk 1, Domestic Relations, \$11.03/hr., effective 10/10/23; and Toni C. Tremmel, FT, Accounts Payable Coordinator, Controller's Office, \$14.78/hr., effective 10/10/23.

- h. **Employment Status Change:** Nicole M. Patkalitsky, PT, Temporary, Caseworker 1, CYF, \$17.29/hr., effective date change from 10/2/23 to 10/3/23; and Karen G. Wise, From PT, Fiscal Specialist, Social Services, \$15.52/hr., To FT, Fiscal Specialist, Social Services, \$15.52/hr., effective 10/7/23.

- i. **Declined Job Offer:** McKenzie A. Reilly, PT, Permanent, Caseworker 1, CYF, \$17.29/hr., effective 10/2/23.

- j. **Resignations:** Justin C. McKinney, FT, Telecommunicator, Public Safety/911, \$16.54/hr., effective 09/29/23; Richard J. Vinglish, FT, Maintenance Technician/Truck Driver, Public Works/Highway, \$21.31/hr., effective 10/13/23; and Treva Y. DeSimone, FT, Juvenile Clerk of Courts, Prothonotary, \$12.56/hr., effective 10/13/23.
- k. **Termination:** James Pooler, FT, Manager Public Works/Facilities, \$47,171.28 per yr., effective 10/5/23.
- l. **Death:** David W. Fogle, FT, Lieutenant, Prison, \$53,622.92/yr., deceased 10/01/23.

Commissioner Burke noted her abstention due to a conflict of interest on the payment of an invoice to Thomas and Chandra Jandora.

Commissioner Erb noted his abstention due to a conflict of interest on the payment of invoices to UPMC Altoona.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 486-2023 with the abstentions as noted.

### **Staff Reports & Special Business:**

#### **Blair Senior Services:**

Derke Flaig requested approval of the FY 23/24 Medical Assistance Transportation Program (MATP) initial allocation received from the Pennsylvania Department of Human Services, in the total amount of \$1,838,294.00.

Mr. Flaig stated that in FY 22/23 there were 1,484 unique individuals served and 61,000 medical trips made. He stated that the allocation amount received is the amount requested.

Discussion followed.

#### **Tax Claim:**

Sue St Martin requested approval of three-3 After-Hours Access Agreements between the County of Blair and the law firms listed below for after-hours access by listed paralegals and attorneys to the Blair County Register/Recorder's Office and the Prothonotary's Office to conduct Title Searches and Bring-down Searches on Judicial Sale Properties that need to be completed by December 22, 2023:

- Mears & Adams (Beverly Mears, Christine McKeon and Michael Adams)
- 4 pm to 10 pm, M-F; and 7 am to 10 pm, Saturday, Sunday and Holidays.
- Evey Black Attorneys LLC (Shari Hurm, Danielle Mattern and William Brenner)
- 4 pm to 10 pm, M-F; and 7 am to 10 pm, Saturday, Sunday and Holidays.
- Sullivan Law Offices LLC (Jill Noel, Shawn P. Sullivan and Ray Wendekier and Katlyn Hoover) 4 pm to 10 pm, M-F and 7 am to 10 pm, Saturday, Sunday and Holidays.

Ms. St Martin stated that there are 82 unsold properties and 13 overbids that need to have title searches and/or bring-down searches completed by December 22, 2023. Chief Clerk Hemminger stated that since Solicitor Karn had a conflict of interest Attorney Fanelli reviewed the agreements.

Discussion followed.

#### **Human Resources:**

Katherine Swigart requested approval of an Agreement for Professional Services and a Development Proposal (Exhibit A) by and between the County of Blair and Aaron V. Nygren, d/b/a Nygren Training Solutions, for professional services consisting of two-2 courses of supervisory, management and leadership training for the period of October 13, 2023 to February 22, 2024, in an amount not to exceed \$29,317.20.

Ms. Swigart stated that the county is in the position of having more interest than available seats in the October 13, 2023 class. The instructor would need more than a 7.5-hour training day for more than 25 students. She stated that the per-class cost to split a maximum of 40 students into two groups of 20 students each only causes an over budget amount of approximately \$350.00 to run two classes from Oct 2023 to Feb 2024.

Discussion followed.

**Resolution 487-2023:** A resolution approving an Agreement for Professional Services by and a Development Proposal (Exhibit A) by and between the County of Blair and Aaron V. Nygren, d/b/a Nygren Training Solutions, for professional services consisting of two-2 courses of supervisory, management and leadership training for the period of October 13, 2023 to February 22, 2024, in an amount not to exceed \$29,317.20.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 487-2023.

**Park and Recreation Advisory Board:**

Melissa Harpster requested approval for two-2 Park and Recreation Reserve Account #035 fund allocation requests for the following purchases:

- i. \$200.00 for the purchase of locks for installation on the water outlets at the five-5 pavilions and one-1 amphitheater at Valley View Park.
- ii. \$100.00 for the purchase of water sealant to be applied to the restroom walls at Valley View Park.

Discussion followed.

**Old Business:**

None.

**Adjourn:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk