**BUSINESS SESSION: THURSDAY, JANUARY 12, 2023, 10:00 A.M.**

Location: Commissioners Meeting Room, Basement**.**

*\*Public meetings are being held both in-person and by conference call. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#*

**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, and Chief Clerk Hemminger.

**Members Absent:**

Solicitor Karn and Assistant Solicitor Muriceak.

**Others Present:**

Allison Senkevich and Melissa Harpster (Commissioners Office), Chris Tatar (Sheriff’s Office), AC Stickel (Controller), Rebecca Robinson (Purchasing), Kay Stephens (Altoona Mirror), Carol A. Dannenberg (Hollidaysburg Community Watchdog) and Scott Schultz (Court Administration).

**Approval of Meeting Minutes 12/20/22, 12/22/22, 12/27/22 and 12/29/22:**

Commissioner Erb called for corrections or changes to the meeting minutes of 12/20/22, 12/22/22, 12/27/22 and 12/29/22. **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.**

**Unfinished Business:**

**Adoption of Resolutions:**

**Resolution 9-2023:** Approving a Professional Services Agreement between the County of Blair, Department of Emergency Services and Mission Critical Partners LLC for Next Generation 911 Consulting Services to the Southern Alleghenies 911 Cooperative (SAC) and the County of Blair, as defined in Schedule A of said agreement, in the total fixed fee amount of $26,980.10, including expenses, through June 30, 2023. Should project be delayed beyond June 30, 2023, an additional six-6 month in the amount of $6,766.50 will be invoiced to the county.

Motion by Commissioner Webster, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 9-2023.

**Resolution 10-2023:** Approving the CWIS FY 21/22 Child Accounting and Profile System Agreement between the County of Blair, on behalf of Children, Youth and Families and Avanco International, Inc., in the total fixed price amount of $5,149.58, effective July 1, 2021 through June 30, 2022.

Motion by Commissioner Burke, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 10-2023.

**Resolution 11-2023:** Approving a Child Accounting and Profile System Application Provider Service Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, in the amount of $37,218.00, for the Case Management Software System, for the period of July 1, 2021 through June 30, 2022.

Motion by Commissioner Burke, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 11-2023.

**Resolution 12-2023:** Approving a Consulting Services Addendum to the Child Accounting and Profile System Application Service Provider Agreement, dated as of July 1, 2021, by and between the County of Blair, on behalf of Blair County Children, Youth and Families and Avanco International, for consultant time invoiced at the hourly rates listed below:

|  |  |
| --- | --- |
| **Category** | **Hourly Rate** |
| Research Analyst | $ 54.50 |
| Junior Programmer | $ 65.40 |
| Junior Programmer Analyst | $ 73.00 |
| Programmer Analyst | $ 76.20 |
| Senior Programmer Analyst | $ 78.70 |
| Developer | $ 92.50 |
| Senior Developer | $111.20 |
| Project Director | $125.00 |
| A not-to-exceed value of $20,000.00 for all Consulting Services has been assigned by Client. This value can be adjusted at any time during the term with written confirmation from the Client. Larger projects, Avanco will prepare a separate bid for the specific project under this Addendum. |  |

Motion by Commissioner Burke, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 12-2023.

**Resolution 13-2023:** Approving a HIPAA Business Associate Agreement Addendum between the County of Blair on behalf of Blair County Children, Youth and Families and AVANCO International, Inc., for the Child Accounting and Profile System Application Service (CAPS).

Motion by Commissioner Burke, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 13-2023.

**Resolution 14-2023:** Approving two-2 FY 21/22 Problem Solving Court Budget Modification Requests 1) moving $250.00 from budget line item Staff Travel/Training to Participant Transportation to purchase Uber Gift Cards for Blair County Adult Drug Court; and 2) moving $654.78 from budget line item Staff Travel/Training to Incentives for Blair DUI Court participants.

Motion by Commissioner Burke, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 14-2023.

**Resolution 15-2023:** Approving a Professional Services Agreement by and between the County of Blair, on behalf of the Board of Elections and NPC Inc., for professional services outlined in Exhibit A (Statement of Work) relating to managing data, printing, mailing and/or other related digital solutions and services for the 2023 Municipal Primary and Election as outlined below:

|  |  |
| --- | --- |
| Mail-In/Absentee Ballot Package with Windowed Outer Envelope (Includes ballot up to 1 sheet, double sided - 8 1/2" x 14"; outer, return and secrecy envelope; and instruction sheet) | $1.55/mail package |
| Annual Mail-In Ballot Application Mailing | $0.22/mail package |
| Flat Program Management & Set-up Fee per Election | $7,500 |

Motion by Commissioner Webster, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 15-2023.

**Resolution 16-2023:** Approving authorization to participate in the Costar’s contract for the purchase of between 180 and 420 tons of sodium chloride (road salt) at a price to be determined by the bidding process for the participation period of August 2023 through July 2024 and authorization for the Blair County Procurement Specialist to submit the request on behalf of the County of Blair.

Motion by Commissioner Webster, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 16-2023.

**Resolution 17-2023:** Approving a Grant Cooperation Agreement between the County of Blair and Alleghenies Broadband Inc. for “county funds” including, without limitation, funds received under and pursuant to a grant awarded to the County of Blair under American Rescue Plan Act of 2021 (ARP) (Pub. L. 117-2, H.R. 1319 (Mar 11, 2021) Coronavirus State and Local Fiscal Recovery Funds program) 1, that may be used to make broadband infrastructure investments in areas that are unserved or underserved by reliable, affordable broadband internet.

Motion by Commissioner Erb, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 17-2023.

**Resolution 18-2023:** Approving an allocation of Park and Recreation Reserve Account Funds (035), in an amount not to exceed $1,200.00 to purchase supplies to upgrade the restrooms at Valley View Park with new fixtures such as paper towel dispensers, soap dispensers, etc.

Motion by Commissioner Webster, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 18-2023.

**Resolution 19-2023:** Approving an allocation of Park and Recreation Reserve Account Funds (035), in an amount not to exceed $750.00 to purchase painting supplies for gates and various items at Valley View Park.

Motion by Commissioner Webster, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 19-2023.

**Old Business:**

None

**New Business:**

**Commissioner’s Office:**

Chief Clerk Hemminger requested approval to amend Resolution #12-2020, dated January 6, 2020 amending the Offices, Boards, Authorities and Commissions that Commissioner Bruce R. Erb will have Liaison Supervision of effective immediately as outlined below:

* Election/Voter Registration
* Treasurer
* Controller
* Information Technology
* Human Resources
* Finance
* Purchasing
* Social Services
* Blair County Conservation District
* Blair County Leadership Coalition
* Blair HealthChoices
* Blair Drug and Alcohol Partnerships
* Blair County Community Action Program
* Blair County Planning Commission
* Altoona Blair County Development Corporation (ABCD Corp.)
* Southern Alleghenies Planning & Development Commission
* Metropolitan Planning Organization (alt.)

Discussion followed.

Chief Clerk Hemminger requested approval to amend Resolution #13-2020, dated January 6, 2020 amending the Offices, Boards, Authorities and Commissions that Commissioner Amy E. Webster will have Liaison Supervision of effective immediately as outlined below:

* County of Blair Housing & Redevelopment Authority
* Farmland Preservation
* Cooperative Extension Office
* Sheriff
* Prothonotary
* Register of Wills & Recorder of Deeds
* Coroner
* Prison
* Buildings & Maintenance
* Highway Department
* E911/Emergency Management
* Veterans’ Services
* Office Services
* Records Management
* Security/Safety Committee
* Fort Roberdeau
* Explore Altoona
* Blair County Airport Authority
* Park & Recreation Advisory Board
* Courthouse Preservation Advisory Board
* Metropolitan Planning Organization
* Southern Alleghenies Planning & Development Commission (alt.)

Discussion followed.

**Resolution 20-2023:** Approving to amend Resolutions #12-2020 and #13-2020, dated January 6, 2020 amending the Offices, Boards, Authorities and Commissions that Commissioner Bruce R. Erb and Commissioner Amy E. Webster will have Liaison Supervision of effective immediately as outlined above.

Motion by Commissioner Webster, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 20-2023.

**Solid Waste Authority:**

Chief Clerk Hemminger requested approval for the reappointment of Andrew Ebersole to the Authority, term to expire November 25, 2027; and for the appointment of Theodore “Teddie” Kreitz to the Authority, filling the expired term of Susan Rhodes, term to expire November 25, 2026.

Discussion followed.

**Resolution 21-2022:** Approving the reappointment of Andrew Ebersole to the Authority, term to expire November 25, 2027; and for the appointment of Theodore “Teddie” Kreitz to the Authority, filling the expired term of Susan Rhodes, term to expire November 25, 2026.

Motion by Commissioner Erb, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 21-2022.

**Adjourn:**

Meeting Adjourned,

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Nicole M. Hemminger, Chief Clerk