

**BUSINESS SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
CONFERENCE ROOM 2B, BLAIR COUNTY COURTHOUSE
TUESDAY, NOVEMBER 26, 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, NOVEMBER 19, 2019
5. PUBLIC COMMENT
6. UPCOMING MEETINGS:

Wednesday, November 27, 2019		
Thursday, November 28, 2019	Thanksgiving Day	Courthouse Closed
Friday, November 29, 2019	Day after Thanksgiving	Courthouse Closed
Monday, December 2, 2019		
Tuesday, December 3, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Fl.)
Wednesday, December 4, 2019		
Thursday, December 5, 2019	8:30 a.m.	Park & Rec Advisory Bd. (Conference Room 2B, 2 nd Fl.)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Fl.)
	6:30 p.m.	Fort Roberdeau Association (White Oak Hall, Fort Roberdeau)
Friday, December 6, 2019		
Monday, December 9, 2019	6:00 p.m.	Blair County Airport Authority (Blair County Airport)
Tuesday, December 10, 2019	10:00 a.m.	Commissioners Business Session (Conference Room 2B, 2 nd Fl.)
Wednesday, December 11, 2019		
Thursday, December 12, 2019	9:30 a.m.	Retirement Board (Conference Room 2B, 2 nd Fl.)
	10:30 a.m.	Salary Board (Conference Room 2B, 2 nd Fl.)
Friday, December 13, 2019		
Monday, December 16, 2019		
Tuesday, December 17, 2019	10:00 a.m.	Commissioners Work Session (Conference Room 2B, 2 nd Fl.)

7. COMMISSIONERS COMMENTS:
8. CONSENT AGENDA:

Resolution 507-2019:

- a. Payment of three (3) Warrant Lists dated 11/25/19, in the amounts of \$124,928.84 #191126SS; \$958,093.12 #191126TL and \$457,074.82 #191126CY, which include payment of the following invoices:
 - **2017 Project Fund/Bond/HVAC & Interior Alterations Project:** Payment of the following three (3) invoices: Stelco, Inc., Application #4, in the total amount of \$11,714.81, Kretina Builders, Inc., Application #10, in the total amount of \$88,529.10 and K & K Plumbing, Application #2, in the total amount of \$4,261.72.
- b. Ratification of one (1) Warrant List dated 11/20/19, in the amount of \$1,413.98 #191119FS; and one (1) Warrant List dated 11/22/19, in the amount of \$86,766.25 #191118WL.
- c. Ratification of Payroll for the Check Date November 21, 2019, in the total amount of \$790,907.96.
- d. **2019 Budget Transfer:** Charges from the HealthForces November 14, 2019 invoice.

<u>From</u>	<u>\$</u>	<u>To</u>
01101GCO-42000 General County Operations	\$50.00	012012-42000 APO
01101GCO-42000 General County Operations	\$100.00	76201713-42000 APO
01101GCO-42000 General County Operations	\$50.00	01103CS-42000 Custodial Services
01101GCO-42000 General County Operations	\$75.00	01103HW-42000 Highway
01101GCO-42000 General County Operations	\$450.00	01209PO-42000 Prison
01101GCO-42000 General County Operations	\$50.00	01155-42000 Costs and Fines
01101GCO-42000 General County Operations	\$175.00	01151-42000 Sheriff
01101GCO-42000 General County Operations	\$50.00	01153-42000 Prothonotary
01101GCO-42000 General County Operations	\$50.00	01160DM-42000 Judge Milliron
01101GCO-42000 General County Operations	\$50.00	01150-42000 Register and Recorder
01101GCO-42000 General County Operations	\$50.00	762012-42000 APO
01101GCO-42000 General County Operations	\$50.00	65504-42000 Social Services
- e. **2019 Budget Transfer:** For the purchase of shelves in 2020.

<u>From</u>	<u>\$</u>	<u>To</u>
011191-46060 Records Management	\$2,300.00	36101-46060 Capital Reserve
- f. **Employment:** Kellie M. Glunt-Novack, from PT Telecommunicator, 911 Center, \$13.21/hr., to FT Administrative Assistant, 911 Center, \$10.31/hr., effective 11/04/19; Christina M. Weyandt, from FT, Staff Assistant, Treasurer, \$10.00/hr., to Second Deputy, Treasurer, \$10.66/hr., effective 11/18/19.
- g. **Resignations:** Sherry K. Winters, PT, Receptionist Clerk, Costs & Fines, \$10.00/hr., effective 11/21/19; and Taylor L. Kovac, FT, Caseworker II, CYF, \$34,334.04/yr., effective 11/19/19.

9. UNFINISHED BUSINESS:

Adoption of Resolutions:

None

10. OLD BUSINESS:

Blair County Department of Emergency Services:

Requesting approval of a quote received from New World for Web Computer Aided Dispatch (CAD) Monitoring Services, in the amount of \$580.00. This service will provide CAD view access for police, fire and EMS responders reporting and record keeping.

11. NEW BUSINESS:

Blair County Social Services:

- a. Requesting authorization for the Commissioner's eSignature on a FY 2018 Emergency Solutions Grant (ESG) Contract #C000070320 Amendment between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), reducing the contract in the amount of \$138,329.00 to cover modifications detailed in Appendix B.
- b. Requesting authorization for the Commissioner's eSignature on the FY 2019 Emergency Solutions Grant (ESG) Contract #C000072744 between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), in the amount of \$150,000.00, to undertake the following activities: Rapid Re-housing, HMIS Data Entry and Program Administration.

Blair County Assessment Office:

Requesting approval of a Cost Sharing Agreement between the County of Blair, Logan Township and the Altoona Area School District for appraisal consulting services rendered for the appeals to the Court of Common Pleas by Boscov's Department Store with said Taxing Authorities to pay a share of costs based upon respective millage rates for the 2019 tax year as follows: County 34%; Logan Township 12% and the Altoona Area School District 54%. (County's portion equals \$1,700.00)

12. ADJOURN:

BUSINESS SESSION: TUESDAY, NOVEMBER 26, 2019, 10:00 A.M.:

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

Members Present: Commissioner Tomassetti, Commissioner Beam, Assistant County Administrator Hemminger and Solicitor Karn.

Members Absent: Commissioner Erb and County Administrator Schmitt due to attendance at the Fall CCAP Conference.

Others Present: Kay Stephens (Altoona Mirror), Jenn Sleppy and Sarah Chuff (Finance), Rocky Greenland (Public Works), Angela Wagner (Controller's Office), James Ott (Sheriff), DeAnna Heichel (Assessment), Jim Carothers (Treasurer), Trina Illig (Social Services), President Judge Elizabeth Doyle (Courts), and Melissa Harpster (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, November 19, 2019:

Commissioner Tomassetti called for corrections or changes to the minutes of Tuesday, November 19, 2019. **There were no corrections or changes 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:

Wednesday, November 27, 2019

Thursday, November 28, 2019 Thanksgiving Day Courthouse Closed

Friday, November 29, 2019 Day after Thanksgiving Courthouse Closed

Monday, December 2, 2019

Tuesday, December 3, 2019 10:00 a.m. Commissioners Work Session
(Conference Room 2B, 2nd Fl.)

Wednesday, December 4, 2019

Thursday, December 5, 2019 8:30 a.m. Park & Rec Advisory Bd.
(Conference Room 2B, 2nd Fl.)

10:30 a.m. Salary Board
(Conference Room 2B, 2nd Fl.)

6:30 p.m. Fort Roberdeau Association
(White Oak Hall, Fort Roberdeau)

Friday, December 6, 2019

Monday, December 9, 2019 6:00 p.m. Blair County Airport Authority
(Blair County Airport)

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(Conference Room 2B, 2nd Fl.)

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Tuesday, December 17, 2019 10:00 a.m. Commissioners Work Session
(Conference Room 2B, 2nd Fl.)

COMMISSIONERS COMMENTS:

Commissioner Tomassetti called for commissioner comments.

Commissioner Beam announced that notification was received from the Department of Conservation and Natural Resources (DCNR) stating that Fort Roberdeau is the recipient of a Community Conservation Partnership Grant Award in the amount of \$127,500.00. Commissioner Beam stated that the awarded funds would be used to complete ADA site accessibility and accommodation improvements at the Fort.

Commissioner Tomassetti – no comments noted.

CONSENT AGENDA:

Resolution 507-2019:

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Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 507-2019.

UNFINISHED BUSINESS:

Adoption of Resolutions:

None

OLD BUSINESS:

Blair County Department of Emergency Services:

Assistant County Administrator Hemminger presented discussion concerning the quote received from New World for Web Computer Aided Dispatch (CAD) Monitoring Services, in the amount of \$580.00. This service will provide CAD view access for police, fire and EMS responders reporting and record keeping.

Mrs. Hemminger stated that the quote received from New World for Web CAD Monitoring Services is ready to move forward. However, the IT Department is recommending that the Web CAD information be held on its own individual server for security reasons. Don Weakland is obtaining quotes from CoStars vendors to have a dedicated server for this purpose. Commissioner Beam stated the dedicated server would need to be ready prior to executing the quote received from New World.

Discussion followed.

Resolution 508-2019: A resolution approving the quote received from New World for Web Computer Aided Dispatch (CAD) Monitoring Services, in the amount of \$580.00, pending receipt and approval of an additional quote for additional items that need to be purchased prior to the signing of the quote received from New World.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 508-2019.

NEW BUSINESS:

Blair County Social Services:

- a. Trina Illig requested authorization for the Commissioner's eSignature on a FY 2018 Emergency Solutions Grant (ESG) Contract #C000070320 Amendment between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), reducing the contract in the amount of \$138,329.00 to cover modifications detailed in Appendix B.

Mrs. Illig stated a FY 2018 Emergency Solutions Grant (ESG) Budget Revision was submitted to DCED back in October 2019, in the amount of \$138,329.00, as well as a request for a reallocation of those funds.

Mrs. Illig stated that DCED has accepted the county's requests and are requesting an amendment to the FY 2018 ESG Contract. She stated that upon commissioner approval eSignatures must then be completed through the Commonwealth's eContracting system.

Discussion followed.

Resolution 509-2019: A resolution approving authorization for the Commissioner's eSignature on a FY 2018 Emergency Solutions Grant (ESG) Contract #C000070320 Amendment between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), reducing the contract in the amount of \$138,329.00 to cover modifications detailed in Appendix B.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 509-2019.

- b. Trina Illig requested authorization for the Commissioner's eSignature on the FY 2019 Emergency Solutions Grant (ESG) Contract #C000072744 between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), in the amount of \$150,000.00, to undertake the following activities: Rapid Re-housing, HMIS Data Entry and Program Administration.

Discussion followed.

Resolution 510-2019: A resolution approving authorization for the Commissioner's eSignature on a FY 2019 Emergency Solutions Grant (ESG) Contract #C000072744 between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Community and Economic Development (DCED), in the amount of \$150,000.00.

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 510-2019.

Blair County Assessment Office:

DeAnna Heichel requested approval of a Cost Sharing Agreement between the County of Blair, Logan Township and the Altoona Area School District for appraisal consulting services rendered for the appeals to the Court of Common Pleas by Boscov's Department Store with said Taxing Authorities to pay a share of costs based upon respective millage rates for the 2019 tax year as follows: County 34%; Logan Township 12% and the Altoona Area School District 54%. (County's portion equals \$1,700.00)

Ms. Heichel stated that Solicitor Karn reviewed the agreement. She stated that the total cost of the appraisal consulting services rendered for the appeals was \$5,000.00 and that the county's share equals \$1,700.00.

Discussion followed.

Resolution 511-2019: A resolution approving a Cost Sharing Agreement between the County of Blair, Logan Township and the Altoona Area School District for appraisal consulting services rendered for the appeals to the Court of Common Pleas by Boscov's Department Store with said Taxing Authorities to pay a share of costs based upon respective millage rates for the 2019 tax year as follows: County 34%; Logan Township 12% and the Altoona Area School District 54%. (County's portion equals \$1,700.00)

Motion by Commissioner Beam, seconded by Commissioner Tomassetti and unanimously approved to adopt Resolution 511-2019.

ADJOURN:

Meeting Adjourned,

Nicole Hemminger, Assistant County Administrator