

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS MEETING ROOM, BASEMENT
TUESDAY, DECEMBER 14, 2021, 10:00 A.M.**

**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#*

1. **CALL TO ORDER**
2. **MOMENT OF SILENT REFLECTION**
3. **PLEDGE OF ALLEGIANCE TO THE FLAG**
4. **ROLL CALL**
5. **UPCOMING MEETINGS**

Wednesday, December 15, 2021	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B, 2 nd Floor)
	2:00 p.m.	*Salary Board (Commissioners Meeting Room)
	3:00 p.m.	Blair HealthChoices (BHC) (At Blair HealthChoices)
Thursday, December 16, 2021	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)
	7:30 p.m.	Ag Land Preservation Board Mtg. (At Conversation District Office)
Friday, December 17, 2021		
Monday, December 20, 2021		
Tuesday, December 21, 2021	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**
8. **CONSENT AGENDA**

Resolution #526-2021:

- a. Payment of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/14/21	211214WW	\$341,932.55
12/14/21	211214TD	\$103,809.86
12/14/21	211214SS	\$295,653.41
12/14/21	211214CY	\$372,620.21

- b. Ratification of the following four-4 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
12/09/2021	211209ML	\$28,635.57
12/09/2021	211209HR	\$7,020.03
12/06/2021	211207RF	\$3,234.25
12/06/2021	211206FS	\$4,834.41

- c. **2021 Budget Transfer:** Legal fees received from Campbell Durrant for the month of November 2021.

From	\$	To
01101GCO-44080 General County Operations	\$5,500.44	01209PO-44080 Prison

- d. **2021 Budget Transfer:** For Expert Witness Fees.

From	\$	To
01101GCO-41999 Contingency	\$20,000.00	01158-42280 District Attorney

- e. **2021 Budget Transfer:** For Counsel Fees.

From	\$	To
01161DD-44000 MDJ DeAntonio	\$1,000.00	01160-44180 Court Administration
01161DD-44000 MDJ DeAntonio	\$9,000.00	01160-44160 Court Administration

- f. **2021 Budget Transfer:** Health Insurance Dependent Audit to be reimbursed by PCHIP.
- | <u>From</u> | <u>\$</u> | <u>To</u> |
|----------------------------|------------|-----------------------------|
| 01101GCO-41999 Contingency | \$8,400.00 | 01105-44020 Human Resources |
- g. **Blair County Hospital Authority:** Requesting approval for the reappointment of Nick Gates to the Authority for the period of 01/01/22 through 12/31/26.
- h. **Blair County Conservation District Board:** Requesting approval for the reappointment of Commissioner Bruce R. Erb to the board for the period of 01/01/22 through 12/31/22, and for the reappointments of R. Alan Gearhart (Farmer) and Blaine Smith (Urban) to the board for the period of 01/01/22 through 12/31/25. (Nominated by the Huntingdon/Blair Farm Service Agency County Committee).
- i. **Social Services Advisory Board:** Requesting approval for the appointment of Rebecca Aungst to the board for the period of 01/01/22 through 12/31/24, and for the reappointments of Susanna Tomlinson, Amber Hatfield and Richard Petroski for the period of 01/01/22 through 12/31/24.
- j. **Blair County Library System Board:** Requesting approval for the reappointments of Cynthia Potter (Williamsburg), Gail Hite (Hollidaysburg) and Barbara Glaser (Claysburg) to the board for the period of 01/01/22 through 12/31/24.
- k. **Blair County Airport Authority:** Requesting approval for the reappointment of J. Seth Smith to the authority for the period of 01/01/22 through 12/31/26.
- l. **Employment:** Mitchell T. Andre, Joshua D. Bell, Kristin D. Claypoole, Emily R. Diehl, Shiliah S. Nelson and Carl A. Shaffer, Per Diem, Fill-In, Corrections Officer, Prison, \$15.08/hr., effective 12/13/21; Jacqueline R. Dinicola, PT, Department Clerk I, Assessment, \$10.51/hr., effective 12/13/21; Andrew J. Holencik, PT, Sheriff's Deputy, Sheriff's Office, \$13.54/hr., effective 12/13/21; Maria C. Boyd, Christopher A. Charles, Kira A. Hicks, Stephen E. Jacobs, and Robin L. Reilly, From, Per Diem, Fill-In, Corrections Officer, Prison, \$15.08/hr., to FT, Corrections Officer, Prison, \$16.87/hr., effective 12/11/21.
- m. **Resignations:** Bryan C. Rhodes, FT, Sheriff Deputy, Sheriff's Office, \$15.39/hr., effective 12/08/21.
- n. **Retirements:** Karen K. Morrow, PT, Historic Site Assistant, Fort Roberdeau, \$11.48/hr., effective 12/17/21.

9. **STAFF REPORTS & SPECIAL BUSINESS**

COVID Update:

- A. **Blair County Bridge #82/Monastery Road:**
Requesting approval for Part 3, Construction Services & Part 4 Construction Inspection – Notice to Proceed – superstructure replacement project with a scheduled Let Date of 12/09/21 (twelve-12 month duration each part).
- B. **Blair County Bridge #67/West Loop Road:**
Requesting approval for Part 3, Construction Services & Part 4 Construction Inspection – Notice to Proceed – replacement project with a scheduled Let Date of 01/13/22 (twelve-12 month duration each part).
- C. **Blair County Coroner:**
Requesting approval of an Agreement for Autopsy Services between the County of Blair, on behalf of the Blair County Coroner's Office and Mt. Nittany Medical Center for postmortem examinations outlined in Exhibit A to said agreement at the rates outlined in Exhibit B for the period of 01/01/22 through 12/31/22. Said agreement shall automatically renew for successive one-year periods thereafter unless either party provides the other party with written notice of non-renewal at least sixty-60 days prior to the end of the then-current term. Should Mt. Nittany intend to change the amounts charged as provided in Exhibit B in any renewal term, Mt. Nittany shall give the County written notice ninety-90 days prior to the end of the then-current term.

D. **Department of Emergency Services:**

Requesting approval of a Mosquito-borne Disease Control Grant Agreement (C990002931) between the County of Blair and the Commonwealth of Pennsylvania, Department of Environmental Protection (DEP), in the amount of \$35,561.23 for the period of 01/01/22 through 12/31/22, and authorization for Commissioner Bruce R. Erb and Chief Clerk Nicole M. Hemminger to electronically sign said grant agreement.

E. **Assessment Office:**

Requesting approval of a Printing & Mailing Services Agreement between the County of Blair and Spring Hill Laser Services Group for providing professional services for the processing, printing and mailing process of the 2022 County and Municipal Tax Bills, according to the specifications provided to Spring Hill Laser Service's Group by the County Chief Assessor, for then fixed fee amount of \$12,136.40 for multi-bill insertion for 61,100 estimated bills and optional print/insert/mail services not included in the total amount as outlined below:

Additional print and insertion items (quantity 50,000):

- a. 8.5" x 11" 24# white printed 1/0 – black ink tri-folded - \$1,907.10
- b. 8.5" x 11" 24# white printed 1/0 –color ink tri-folded - \$1,968.85
- c. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – black ink tri-folded - \$2,250.30
- d. 8.5" x 11" 24# color (pink, canary, blue, green) printed 1/0 – color ink tri-folded - \$2,312.70
- e. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – black ink - \$830.05
- f. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# white printed 1/0 – color ink - \$892.45
- g. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 – black ink - \$960.05
- h. 1/3 sheet 8.5" x 11" (3.67" x 8.5") 24# color (pink, canary, blue, green) printed 1/0 –color ink - \$1,022.45

Postage costs will be borne by the County of Blair for the mailing.

F. **Prothonotary:**

Requesting approval of a one-1 year service agreement (renewal) between the County of Blair, Blair County Prothonotary and MBS Service, for two (2) Lektrievers and (7) Kompact Movable Shelving System, in the amount of \$2,331.00 to be paid from the Prothonotary's Automation Fund, for the period of 01/01/22 through 01/01/23.

G. **Court Administration:**

Requesting approval of a Transportation Agreement between the County of Blair, on behalf of the Blair County Court of Common Pleas/Court Administration and Fullington Trailways LLC for the transportation of Jurors to and from the Antique Depot and the Blair County Courthouse on Jury Selection Days for the year 2022 at the cost of \$350.00 per bus per day.

H. **Human Resources:**

- a. Requesting approval of a Confidential Settlement and Release Agreement by and between the County of Blair, by and through the Blair County Board of Commissioners and their representatives and employees (collectively "Blair County") and a former employee of the County of Blair (collectively referred to as the "Parties").
- b. Requesting approval of a Master Services Agreement by and between the County of Blair, the Founders Series of Lockton Companies LLC and Computer Aid, Inc. for sourcing services (Lockton) and third-party vendor services (Computer Aid, Inc.) for a fixed-price contract for Computer Aid, Inc. to conduct executive search services towards the hiring of a full-time Director of Blair County Children, Youth and Families for the period of 10/12/21 through 10/12/22.

I. **Excess Workers' Compensation Insurance:**

Discussion concerning four-4 quote options received from Bay Oaks Group for Excess Workers' Compensation Insurance effective for the period of 01/01/22 through 12/31/22.

J. **Facility Security Upgrades to the Blair County Prison:**

Requesting approval of an Amendment#1 to an Agreement between the County of Blair, Blair County Prison dated December 12, 2019, for the Facility Security Upgrades to the Blair County Prison, to revise the bid documents to include revisions from addendums during the original bidding period, etc., in order to re-bid said project, in the lump sum total of \$12,400.00.

10. **OLD BUSINESS**

Award of Bid:

Requesting approval for award of bid in accordance with County Code for the transportation and storage of deceased persons for the Blair County Coroner.

11. **ADJOURN**