

COMMISSIONERS’ MEETING: THURSDAY, JULY 10, 2025, 10:01 A.M.

Location: Commissioners Meeting Room, Basement.

CALL TO ORDER:

Commissioner Kessling called the meeting to order.

MOMENT OF SILENT PRAYER:

Commissioner Kessling called for a moment of silent prayer.

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.

EMBERS PRESENT:

Commissioner Kessling, Commissioner Webster, Commissioner Burke, and Assistant Chief Clerk Guyer.

THEIRS PRESENT:

Ken Cutshall (Commissioners), Lindsay Dempsie and Brandon Meck (Finance), A.C. Stickel and Angela Wagner (Controller), Becky Robinson (Purchasing), Melissa Gillin (Social Services), Glenn Nelson (Fort Roberdeau), Mindy Hostler (CYF), Joseph Cox (Juvenile Probation), Scott Bailey (Adult Parole), Jim Brown (Salvation Army), Steve Shope (PA Department of Treasury), Carol A. Dannenberg (Holidaysburg Community Watchdog), Kay Stephens (Altoona Mirror), Nate Taylor (Public Access).

EXECUTIVE SESSION ANNOUNCEMENT:

There was one Executive Session held on Monday, July 7, 2025, at approximately 10:45 A.M., with the three Commissioners, Human Resources Director, Human Resources Analyst, and Finance Director to discuss one personnel issue.

PUBLIC COMMENT:

Kay Stephens of the Altoona Mirror questioned what type of personnel issue was discussed at the Executive Session and stated that the Commissioners need to provide more detail regarding these meetings.

Commissioner Burke responded that the Executive Session was held to discuss a disciplinary issue.

Kay Stephens questioned the policy of allowing attorneys accelerated access to the courthouse as outlined in the policy effective July 14, 2025 per the consent agenda. She questioned what the policy means and whether or not that same accelerated access will be allowed for public visitors to the courthouse.

Commissioner Burke responded that attorneys will still be required to go thru screening and metal detection, but will now be permitted to move to the front of the line due to concerns with timely courthouse function and security lines with attorneys standing in line with witnesses.

Commissioner Kessling expounded on the subject by noting that there have been discussions and multiple ideas explored over the past 18 months in an attempt to alleviate pressure and expedite court starting times while still maintaining the necessary security.

COMMISSIONER COMMENT:

None

Consent Agenda:

Resolution 326-- 2025:

a. Ratification of the following ten-10 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
6/30/2025	250630RF	\$985.92
7/01/2025	250701FN	\$117,021.86
6/30/2025	250630FS	\$2,689.27
7/01/2025	250701HI	\$600,705.83
7/03/2025	250703HR	\$5,437.31
7/02/2025	250702WC	\$4,068.53
7/10/2025	250710AA	\$257,400.70
7/08/2025	250708SS	\$218,856.73
7/08/2025	250708CY	\$439,136.12
7/08/2025	250708WW	\$251,410.37

Which includes payment of the following invoices:

- Holidaysburg Borough in the total check amount of \$105.00.
- Thomas and Chandra Jandora in the total check amount of \$1,500.00.

b. **2025 Budget Transfer:** To cover the payment of a late fee dated 06/13/25 from Ameriflex.

From	\$	To
01101GCO-42250 General County Operations	\$35.00	01105-42250 Penalties & Late Fees

c. **2025 Budget Transfer:** To cover the costs of transport and storage of decedents:

From	\$	To
01101GCO-41999 General County Operations	\$30,000	01152-44000 Coroner
01101GCO-41999 General County Operations	\$30,000	01152-44005 Coroner

d. **2025 Budget Transfer:** To add funds for the RVTC Grant:

From	\$	To
01101GCO-41999 General County Operations	\$799.00	01160195-46060 Veterans Court

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|----------------|---------------------------|------------|----------------|----------------|
| 01101GCO-41999 | General County Operations | \$3,000.00 | 01160195-43010 | Veterans Court |
| 01101GCO-41999 | General County Operations | \$1,500.00 | 01160195-45060 | Veterans Court |
| 01101GCO-41999 | General County Operations | \$500.00 | 01160195-45070 | Veterans Court |
| 01101GCO-41999 | General County Operations | \$600.00 | 01160195-42070 | Veterans Court |
- e. **Commissioners:** Requesting approval of a Letter of Recognition from the Blair County Commissioners to AMBUCS Altoona in celebration of their 100th Anniversary.
 - f. **Commissioners:** Requesting approval of a Letter of Support from the Blair County Commissioners to the Center of Child Justice, a program of Family Services Incorporated, in their application for funding to support the Child Advocacy Center (CAC) Program Director position.
 - g. **Commissioners:** Requesting ratification approving the policy effective July 14, 2025, allowing private attorneys accelerated access to the Blair County Courthouse by presenting a current bar license card and photo ID.
 - h. **Fort Roberdeau:** Requesting approval of one (1) Pennsylvania State Altoona student intern, Abigail Dean, for the period of July 14, 2025 through August 22, 2025. Internship is for credit only and at no cost to the county.
 - i. **Public Defender:** Requesting approval of one (1) George Washington University student, Brennen Myrick, to j shadow within the Public Defender's Office from July 1, 2025 to September 1, 2025.
 - j. **Employments:** Chamberlin, Carla, FT, Administrative Assistant - APO Altoona, Adult Parole and Probation, \$15.92/hr., effective 7/7/2025. Hill, Gaige, FT, Probation Officer, Juvenile Probation, \$16.30/hr., effective 7/7/2025. Kudlawiec, Bailey, and Maley, Lauris, FT, Deputy Sheriff, Sheriff, \$15.52/hr., effective 7/7/2025.
 - k. **Resignations:** Detwiler, Justin, FT, Fiscal Assistant, Children, Youth, and Families, \$15.94/hr., effective 7/3/2024. Penrod, Jason, FT, Corrections Officer, Prison, \$21.53/hr., effective 7/2/2025.

Commissioner Burke noted her abstentions on the payments to Hollidaysburg Borough in the total amount of \$105.00, and to Thomas and Chandra Jandora in the total amount of \$1,500.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 326-2025, and the abstentions as noted.

STAFF REPORTS & SPECIAL BUSINESS:

Special Presentation:

Steve Shope, on behalf of Stacy Garrity, Pennsylvania Treasurer, attended the Commissioners' meeting as part of his mission to raise awareness of and promote the Department of Treasury, its programs and benefits for local businesses, government and residents. The PA Department of Treasury is the custodian of over \$160B in Commonwealth funds, and administers numerous consumer programs advantageous to residents, including:

- PA Able – a savings account for people with disabilities. One in eight PA residents and one in four households have an individual with a disability. Many of these residents rely on other socioeconomic programs and benefits that are difficult to obtain and easy to lose. The PA Able program can be easily established and does not impact eligibility for socioeconomic programs.
- PA 529 (TAP) – this is a state-sponsored program to enable families to save for future education expenses, including post-secondary and various career and technical schools. Studies have shown that a lack of secondary education strongly impedes an individual's economic development. The PA529 plan is one of the best in the nation and is available to anyone regardless of economic status. Mr. Shope then asked if the Commissioners would consider promoting offering the 529 TAP program as a supplemental benefit within employee benefits packages.
- Keystone Scholars – a program whereby the PA Department of Treasury provides \$100 in an account to every child born after January 1, 2019. The funds can be used for post-secondary education expenses and may be claimed approximately 4-6 months after a child's birth.
- Unclaimed Property – the state of Pennsylvania currently has \$5B in this fund. Monies accumulate in the Unclaimed Property fund after remaining dormant for greater than three years. There are currently 173,958 properties in Blair County on this list with an estimated \$18M in property value. The Department of Treasury reaches out to businesses, local government, residents, etc. to encourage and make aware the existence of these unclaimed funds.

Mr. Shope ended his presentation by stating that he is happy to take calls, attend meetings and provide support as needed.

Commissioner Kessling thanked Mr. Shope for attending the meeting and for the information provided.

Commissioner Webster commented that the PA 529 is a good program and that she established accounts for her children. She asked if other family members besides parents, i.e. grandparents, aunts, etc. are able to contribute to a child's account.

Mr. Shope indicated that anyone can create an account for a child but there can be only one beneficiary of the funds, so a child can have more than one 529 plan if multiple family members choose to establish an account. Mr. Shope then presented tote bags to each of the Commissioners and to Assistant Chief Clerk Guyer.

Prison:

Commissioner Kessling requested approval the Quote dated July 7, 2025 from T D Fabricating and Welding LLC for fabrication and installation of doors and food pass units in the amount of \$12,700.00.

Resolution 327-2025: Approving the quote dated July 7, 2025 from T D Fabricating and Welding LLC for fabrication and installation of doors and food pass units in the amount of \$12,700.00

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 327-2025.

Juvenile Probation:

Joseph Cox requested approval for the submission of a Victim of a Juvenile Offenders (VOJO) Grant Application to the Pennsylvania Commission of Crime and Delinquency (PCCD), in the total amount of \$33,540.00, for the period of January 1, 2026 to December 31, 2026.

Resolution 328-2025: Approving the submission of a Victim of a Juvenile Offenders (VOJO) Grant Application to the Pennsylvania Commission of Crime and Delinquency (PCCD), in the total amount of \$33,540.00, for the period of January 1, 2026 to December 31, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt resolution 328-2025.

ocial Services:

Melissa Gillin requested approval of the first amendment to the FY24/25 Contract Agreement (Resolution 350-2024) between the County of Blair, on behalf of the Department of Social Services, and Jeffrey R. Kranch to continue to provide specialized accounting services for software programs in the Blair County Department of Social Services and to increase the not-to-exceed amount from \$48,000.00 to \$53,000.00.

Resolution 329-2025: Approving the first amendment to the FY24/25 Contract Agreement (Resolution 350-2024) between the County of Blair, on behalf of the Department of Social Services, and Jeffrey R. Kranch to continue to provide specialized accounting services for software programs in the Blair County Department of Social Services and to increase the not-to-exceed amount from \$48,000.00 to \$53,000.00.

Commissioner Webster asked when the contract expired.

Melissa Gillin responded that the contract expired June 30th, so in order for Mr. Kranch to receive his payment for June, the contract needed to be increased. She noted that within a short period of time, both a Fiscal Officer and a Fiscal Specialist left, leaving a staff shortage, and the need for additional services from Mr. Kranch above and beyond the hours covered in the contract.

Motioned by Commissioner Kessling, seconded by Commissioner Webster and unanimously approved to adopt resolution 329-2025.

ildren, Youth and Families:

- a. Mindy Hostler requested approval of the FY 2025/2026 Contract between the County of Blair, on behalf of Blair County Children, Youth and Families, and Impact Counseling Services, LLC.

Resolution 330-2025: Approving the FY2025/2026 Contract between the County of Blair, on behalf of Blair County Children, Youth and Families, and Impact Counseling Services, LLC.

Motioned by Commissioner Kessling, seconded by Commissioner Burke unanimously approved to adopt Resolution 330-2025.

- b. Mindy Hostler requested approval of the FY 2025/2026 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Centre County Youth Service Bureau for the period of July 1, 2025 through June 30, 2026.

Resolution 331-2025: Approving the FY 2025/2026 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families and Centre County Youth Service Bureau for the period of July 1, 2025 through June 30, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Burke and unanimously approved to adopt Resolution 331-2025.

Adult Probation and Parole:

Scott Bailey requested approval of the Agreement for Purchases Under Bidding Threshold, by and between the County of Blair, Blair County Adult Probation and Parole, and 4 Imprint USA for services as set forth in County-approved Purchase Orders.

Commissioner Kessling questioned the nature of the request.

Scott Bailey responded that the request is for a personalized tablecloth to be used at various job functions and events.

Resolution 332-2025: Approving the Agreement for Purchases Under Bidding Threshold, by and between the County of Blair, Blair County Adult Probation and Parole, and 4 Imprint USA for services as set forth in County-approved Purchase Orders.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 332-2025.

Salvation Army:

Jim Brown requested approval of the Agreement between the County of Blair and The Salvation Army to administer the State Food Purchase Program for the County for the period of July 1, 2025 through June 30, 2030.

Commissioner Webster expressed her appreciation for the work done by The Salvation Army.

Resolution 333-2025: Approving the Agreement between the County of Blair and The Salvation Army to administer the State Food Purchase Program for the County for the period of July 1, 2025 through June 30, 2020.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 333-2025.

Commissioners:

Commissioner Kessling requested approval of an Intergovernmental Agreement between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Corrections to provide recommendations from correctional professionals regarding specific technical assistance related to the physical construction of the Blair County Prison and operational practices within.

Resolution 334-2025: Approving the Intergovernmental Agreement between the County of Blair and the Commonwealth of Pennsylvania acting through the Department of Corrections to provide recommendations from correctional professionals regarding specific technical assistance related to the physical construction of the Blair County Prison and operational practices within.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 334-2025.

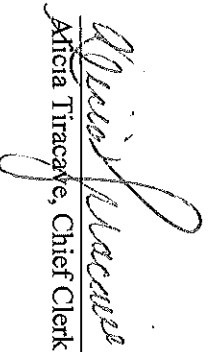
OLD BUSINESS:

None.

ADJOURN:

The next Board of Commissioners' Meeting will be held on Thursday, July 17, at 10:00 a.m. in the Commissioners' Public Meeting Room.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adjourn today meeting.



Alicia Tiracave, Chief Clerk