

**AGENDA
WORK SESSION
BLAIR COUNTY BOARD OF COMMISSIONERS
PARTICIPATION BY TELEPHONE CONFERENCE ONLY
TUESDAY, MARCH 9, 2021, 10:00 A.M.**

**Public meetings are being held by conference call while the county is under the Governor's Green Phase of reopening. 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**

Tuesday, March 9, 2021	7:00 p.m.	Blair County Airport Authority (Contact Airport for mtg. info.)
Wednesday, March 10, 2021		
Thursday, March 11, 2021	10:00 a.m.	*Commissioners Business Session
	10:30 a.m.	*Special Salary Board Meeting
Friday, March 12, 2021		
Monday, March 15, 2021	3:00 p.m.	ABCD Corp. Board Meeting (Contact ABCD Corp. for mtg. info.)
	7:30 p.m.	Conservation District Board Mtg. (Contact District Office for mtg. info.)
Tuesday, March 16, 2021	10:00 a.m.	*Commissioners Work Session

6. **PUBLIC COMMENT**
7. **COMMISSIONERS COMMENTS**

8. **CONSENT AGENDA**

Resolution #84-2021:

- a. Payment of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/09/21	210309WW	\$283,668.80
03/09/21	210309TD	\$296,308.02
03/09/21	210309SS	\$35,639.17
03/09/21	210309FP	\$261,477.04
03/09/21	210309CY	\$54,922.98

Which includes payment of the following invoice:

- Thomas and Chandra Jandora, in the amount of \$1,400.00.

- b. Ratification of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
03/02/21	210302TC	\$79.25 (Tax Claim)
03/02/21	210302FS	\$1,576.28 (Flexible spending)
03/05/21	210305HR	\$14,264.07 (Health Reimbursement)

- c. **Blair County Redevelopment & Housing Authorities:** Requesting approval for the resignation of David L. Helsel, effective immediately from the Board and approval for the appointment of Don Delozier filling the unexpired term of Mr. Helsel. Term to expire 07/23/2024.
- d. **Employment:** Melanie A. Weidlich, FT, Department Clerk II, Domestic Relations, \$10.51/hr., effective 03/08/21; Angie M. Best, from FT, Casework Supervisor, CYF, \$36,297.36/yr., to FT, Program Specialist I, \$36,709.40/yr., CYF, effective 03/08/21; Deawna L. Wyandt, from FT, Casework Manager, CYF, \$49,690.94/yr., to FT, Assistant Administrator, \$52,066.30/yr., CYF, effective 03/06/21; and Ayrika R. Orr, from PT, Voter Registration Assistant, Elections, \$10.51/hr., to FT, Department Clerk I, Domestic Relations, \$10.51/hr., effective 03/08/21.
- e. **Returning from Furlough:** Edward M. Drzewiecki, and Anita Michelow, PT, Probation Officer Support, APO, effective 03/01/21.

9. **STAFF REPORTS & SPECIAL BUSINESS**

Weekly COVID-19 Update:

A. **Finance:**

Requesting approval of an agreement between the County of Blair and Susquehanna Accounting and Consulting Solutions, Inc., for the preparation of the County's 2020, 2021, 2022 and 2023 Cost Allocation Plans, in the total annual amounts of \$12,000.00 (2020), \$12,500.00 (2021) \$13,000.00 (2022) and \$13,500.00 (2023) for the period of January 1, 2021 through December 31, 2023.

B. **Tax Claim:**

Requesting approval of a Facility Event Agreement between the County of Blair, and the Blair County Convention Center for the use of Ballroom 1-4, to conduct the Judicial Tax Sale on June 16, 2021, at the rate of \$500.00.

C. **Department of Social Services:**

- a. Requesting approval for the submission of the Blair County FY 2020/2021 Emergency Rental Assistant Program (ERAP) County Human Services Plan to

the Pennsylvania Department of Human Services and for Blair County Community Action Agency to serve as the designated agency to allocate the ERAP Funding to be used for rent, utility and case management services. The county's ERAP allocation is in the amount of \$8,012,730.31.

- b. Requesting approval for submission of the 2021 Blair County Civil Service Employees' Compensation Plan for the Mental Health/Intellectual Disabilities/Early Intervention Program Office to the Pennsylvania Department of Human Services.

D. Juvenile Probation:

Requesting approval for the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) for Victims of Juvenile Offenders PCCD Subgrant Award Number 2020/2021/2022-VJ-ST-34297, in the amount of \$70,610.00, for the period of January 1, 2021 through December 31, 2022.

E. Court Administration:

- a. Requesting approval for the submission of a FY 2020/2021 Discretionary Grant Application to the Administrative Office of Pennsylvania Courts (AOPC), in the amount of \$9,925.00 for the enhancement of the county's DUI Court, in the amount of \$9,750.00 for the enhancement of the county's Drug Court and in the amount of \$4,155.75 for the enhancement of the county's Family Treatment Court.
- b. Requesting approval of a Court Audio/Video Specialist for the Courts Professional Services Agreement between the County of Blair, on behalf of Blair County Court of Common Pleas/Court Administration and Derron Peterson at the rate of \$25.00 per hour to be paid through the Pennsylvania Commission on Crime and Delinquency (PCCD) Coronavirus Emergency Supplemental Relief Grant Funding.

F. Bridge #67/West Loop Road Replacement Project:

Requesting approval of a Letter of Amendment to the Reimbursement Agreement #R18090007 for the Bridge #67/West Loop Road Replacement Project, amending the terms of the agreement increasing the total project costs from \$2,485,000.00 to \$2,555,000.00 as outlined in Exhibit A01.

G. Blair County Park and Recreation Advisory Board:

Requesting approval for Joe Keller, Keller Engineers, Inc. to solicit quotes for the purchase of forty-six (46) treated lumber trail signs for installation at the Valley View Park Trails.

10. **OLD BUSINESS**

Award of bid:

Requesting approval for the award of bid to the lowest responsible bidder meeting specifications for the Blair County Parking Garage Stair Tower Repairs Project.

11. **ADJOURN**

WORK SESSION: TUESDAY, MARCH 9, 2021, 10:00 A.M.

Location: Participation by telephone conference only.

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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 telephone conference 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:

Melissa Harpster (Commissioners Office), Jennifer Sleppy and Sarah Chuff (Finance), Angela Wagner (Controller's Office), Mark Taylor (911/E), Polly Cardone (Tax Claim), Melissa Gillin, Lindsay Dempsie and Jim Hudack (Social Services), Molly Wink (JPO), Scott Schultz and Janice Meadows (Court Administration), Kay Stephens (Altoona Mirror), Helen Schmitt (Public), Carly Cunningham and Sergio Carmona (COBRAH) and Carol Dannenberg (Hollidaysburg Watchdog Group).

Upcoming Meetings:

Tuesday, March 9, 2021	7:00 p.m.	Blair County Airport Authority (Contact Airport for mtg. info.)
Wednesday, March 10, 2021		
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Public Comment:

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

Commissioners Comments:

Commissioner Erb called for commissioner comments.

Commissioner Webster stated that last week the Retirement Board adopted a policy to increase the county pension contribution amount by \$250,000.00 or 5% each and every year until the fund reaches a level that the county's financial advisors determine that it is sufficiently funded to meet our purposes.

Commissioner Webster stated that the county does not know what that annual amount will be, however, the Retirement Board has committed to the annual contribution with no plan in place to fund the obligation other than raising taxes. She stated real estate taxes increased by 40% since the 2016 reassessment and is a huge burden to county taxpayers.

Commissioner Webster stated that since the Retirement Board is making this budgetary consequence into the future, she has a proposal for the Board of Commissioners to decrease general fund expenses by an amount equal to the pension plan contribution over and above the baseline amount of \$450,000.00 contributed in 2020.

Commissioner Webster stated that she understands the financial pressures that the pension contribution and the proposed salary increases will place upon the county and its availability of funds, however, she stated that the county needs to begin addressing and eliminating programs and reducing staff in order to sustain continuity into the future.

Commissioner Burke announced that the Let's Move Blair County Committee and the Chamber of Commerce Workplace Wellness Committee are once again conducting an Active Living Steps Challenge to help build a healthy Blair County. She stated that the challenge will run from March 21, 2021 through May 15, 2021 and she encouraged teams, groups, and/or individuals to take the challenge by signing up on the Healthy Blair County Coalition website.

Commissioner Burke stated that the fall step challenge was a success with a goal of 100,000,000 steps exceeded. This year's goal is to reach or exceed 110,000,000.

Commissioner Erb commended Commissioner Webster on her desire to find other ways to pay for the county's pension obligation other than with real estate tax increases and encouraged her to come up with workable ways to make that happen.

Commissioner Erb also offered words of encouragement for teams, groups and/or individuals to take the Let's Move Blair County Step Challenge.

Commissioner Erb announced that beginning today at 12 noon applications for COVID Hospitality Industry Recovery Program (CHIRP) funds would begin to be accepted through 5 pm on March 26, 2021. He stated that information regarding the program and the application process could be found by visiting the ABCD Corporations website at www.abcdcorp.org or the county's website www.blairco.org and following the link provided to ABCD Corporation.

Commissioner Erb stated that up to \$50,000.00 per applicant might be available depending on specific needs. He stated that this is a first round opportunity with the possibility of an additional round depending on fund availability, and strongly encouraged applicants to apply now.

Consent Agenda:

Resolution #84-2021:

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e. **Returning from Furlough:** Edward M. Drzewiecki, and Anita Michelow, PT, Probation Officer Support, APO, effective 03/01/21.

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

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution #84-2021 with the abstention as noted.

Staff Reports & Special Business:

Weekly Covid-19 Update:

Mark Taylor stated that the county saw an increase of nine (9) additional cases since his report last Tuesday and a slight increase in the positivity rate. He stated that the number of hospitalizations decreased and there are presently no patients on ventilators.

Mr. Taylor stated that all local nursing homes are doing well, and all schools are now back to in-person learning. He stated that although things are improving residents should continue with masking, sanitizing and social distancing.

Mr. Taylor stated that testing should continue and that the contract with AMI is still in place. He stated the county is making improvements with the number of residents receiving vaccinations; however to reach herd immunity we need 75,000 to 80,000 more residents to receive the vaccination.

Mr. Taylor stated that the Johnson and Johnson vaccine has been designated to area educators. He stated that IU8 employees would begin receiving the vaccine over the weekend. He stated that the county could vaccinate more residents if vaccine was available; however, there is no update on when we can expect to receive more vaccine.

Discussion followed.

Finance:

Jennifer Sleppy requested approval of an agreement between the County of Blair and Susquehanna Accounting and Consulting Solutions, Inc., for the preparation of the County's 2020, 2021, 2022 and 2023 Cost Allocation Plans, in the total annual amounts of \$12,000.00 (2020), \$12,500.00 (2021) \$13,000.00 (2022) and \$13,500.00 (2023) for the period of January 1, 2021 through December 31, 2023.

Mrs. Sleppy stated that the indirect cost allocation plan would enable the county to recoup costs from federal and state grant programs. She stated that recouping those costs could result in additional funds to the county's general fund.

Mrs. Sleppy stated that Maximus prepared the cost allocation plan in prior years for the county. She stated that the proposed cost received from Maximus started at year one-1 at \$13,500.00 and increased for a three-3 year term.

Discussion followed.

Tax Claim:

Polly Cardone requested approval of a Facility Event Agreement between the County of Blair, and the Blair County Convention Center for the use of Ballroom 1-4, to conduct the Judicial Tax Sale on June 16, 2021, at the rate of \$500.00.

Mrs. Cardone stated that due to the COVID pandemic, the size of the meeting room in the courthouse basement is not large enough to allow for proper social distancing of the one-hundred (100) or so people that typically attend the Judicial Tax Sale, therefore, the need arose for the rental of meeting space. She stated that the rate for use of Ballroom 1-4 is in the amount of \$500.00.

Mrs. Cardone stated that Solicitor Karn has reviewed the Facility Event Agreement and all of Solicitor Karn's requested changes to the agreement have been made.

Discussion followed.

Department of Social Services:

- a. Melissa Gillin requested approval for the submission of the Blair County FY 2020/2021 Emergency Rental Assistance Program (ERAP) County Human Services Plan to the Pennsylvania Department of Human Services and for Blair County Community Action Agency to serve as the designated agency to allocate the ERAP Funding to be used for rent, utility and case management services. The county's ERAP allocation is in the amount of \$8,012,730.31.

Ms. Gillin stated that the county has received an allocation of Act 1 funding for the Emergency Rental Assistance Program (ERAP) for rental and utility assistance in the amount of \$8,012,730.31. She stated that the Department of Social Services in conjunction with the Blair County Community Action Agency are preparing the required ERAP plan for submission to the Pennsylvania Department of Human Services (DHS) for the planned use of the allocation.

Ms. Gillin stated that the Blair County Community Action Agency would be the agency processing client applications received through the PA COMPASS system for eligibility and processing of payments. She stated that payments would be made directly to the landlord or utility company.

Discussion followed.

Resolution #85-2021: A resolution approving the submission of the Blair County FY 2020/2021 Emergency Rental Assistance Program (ERAP) County Human Services Plan to the Pennsylvania Department of Human Services and for Blair County Community Action Agency to serve as the designated agency to allocate the ERAP Funding to be used for rent, utility and case management services. The county's ERAP allocation is in the amount of \$8,012,730.31.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution #85-2021.

- b. Lindsay Dempsie requested approval for submission of the 2021 Blair County Civil Service Employees' Compensation Plan for the Mental Health/Intellectual Disabilities/Early Intervention Program Office to the Pennsylvania Department of Human Services (DHS).

Ms. Dempsie stated that the request is an annual required submission to DHS.

Discussion followed.

Juvenile Probation:

Molly Wink requested approval for the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) for Victims of Juvenile Offenders PCCD Subgrant Award Number 2020/2021/2022-VJ-ST-34297, in the amount of \$70,610.00, for the period of January 1, 2021 through December 31, 2022.

Ms. Wink stated that the amount of the award is the same as years past.

Discussion followed.

Court Administration:

- a. Scott Schultz requested approval for the submission of a FY 2020/2021 Discretionary Grant Application to the Administrative Office of Pennsylvania Courts (AOPC), in the amount of \$9,925.00 for the enhancement of the county's DUI Court, in the amount of \$9,750.00 for the enhancement of the county's Drug Court and in the amount of \$4,155.75 for the enhancement of the county's Family Treatment Court.

Mr. Schultz stated that this is an annual submission request for the DUI Court and Drug Court, but a first time request for the Family Treatment Court.

Discussion followed.

- b. Janice Meadows requested approval of a Court Audio/Video Specialist for the Courts Professional Services Agreement between the County of Blair, on behalf of Blair County Court of Common Pleas/Court Administration and Derron Peterson at the rate of \$25.00 per hour to be paid through the Pennsylvania Commission on Crime and Delinquency (PCCD) Coronavirus Emergency Supplemental Relief Grant Funding.

Mrs. Meadows stated that three (3) candidates were interviewed for the Audio Video Specialist position approved under the Modification of the PCCD Coronavirus Supplemental Relief Grant. She stated that one (1) of the candidates declined to bid due to prior commitments, and one (1) candidate requested an hourly rate of \$100.00 per hour.

Mrs. Meadows stated that Mr. Peterson's hourly rate is \$25.00 per hour and he has agreed to the terms of the contract prepared by Solicitor Karn. The PCCD Coronavirus Supplemental Grant #33335 will pay for Mr. Peterson's services.

Discussion followed.

Bridge #67/West Loop Road Replacement Project:

Chief Clerk Hemminger requested approval of a Letter of Amendment to the Reimbursement Agreement #R18090007 for the Bridge #67/West Loop Road Replacement Project, amending the terms of the agreement increasing the total project costs from \$2,485,000.00 to \$2,555,000.00 as outlined in Exhibit A01.

Mrs. Hemminger stated there is a need for a Letter of Amendment to the Reimbursement Agreement for the Bridge #67/West Loop Road Replacement Project. She stated that the Letter of Amendment is a result of a supplement that was processed last summer to the Engineering Agreement to add archeology and historic property evaluations in order to obtain environmental clearance. The supplement increased the preliminary engineering costs to \$320,000.00, reduced the right of way costs to \$30,000.00 and increased the utility phase costs to \$20,000.00.

Discussion followed.

Blair County Park and Recreation Advisory Board:

Melissa Harpster requested approval for authorization for Joe Keller, Keller Engineers, Inc. to solicit quotes for the purchase of forty-six (46) treated lumber trail signs for installation at the Valley View Park Trails.

Mrs. Harpster stated that Grant Wills the county's GIS Director had recently mapped the trails at Valley View Park and has identified the need for placement of forty-six (46) trail signs. The placement of the trail signs will aid 911 dispatchers and first responders in the event of an emergency on one of the trails.

Mrs. Harpster stated that Mr. Wills has prepared specifications for the trail signs and the Park and Recreation Advisory Board approved a recommendation to the Board of Commissioners for Joe Keller, Keller Engineers, Inc. to solicit quotes for the purchase of the trail signs. The signs will be purchased with funds in the Park and Recreation Reserve Account #035.

Discussion followed.

Old Business:

Award of bid:

Requesting approval for the award of bid to the lowest responsible bidder meeting specifications for the Blair County Parking Garage Stair Tower Repairs Project.

Chief Clerk Hemminger stated that the bids are still pending legal review and no action needs to be taken at this time.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk