

COMMISSIONERS' MEETING: TUESDAY, NOVEMBER 19, 2024, 1:04 P.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.

MEMBERS PRESENT:

Commissioner Kessling, Commissioner Webster, Commissioner Burke, and Chief Clerk Socie.

THEIRS PRESENT:

Tri Guyer (Commissioners), Lindsay Dempse and Brandon Meek (Finance), Angela Wagner (Controller), Melena Giegler and Brian Walters (Human Resources), Becky Robinson (Purchasing), Mindy Hostler (CYF), DeAnna Heichel (Assessment), Mark Taylor (EMA), Sam Dunkle (Court Administration), Tricia Johnson (Social Services), Glenn Nelson (Fort Roberdeau), Don Weakland (JT), Joe Cox (Juvenile Probation Office), Abbie Tate (Prison), Allison Seidel (Victim Witness), Kay Stephens (Altoona Mirror), and Nate Taylor (Public Access Channel).

EXECUTIVE SESSION ANNOUNCEMENT:

Chief Clerk Socie confirmed there was an Executive Session held on Monday, November 18, 2024, at approximately 9:30 a.m. with Commissioner Kessling, Commissioner Webster, Commissioner Burke, Chief Clerk Sherry Socie, Finance Director Lindsay Dempse, and County Solicitor Chris Gabriel regarding acquiring land.

APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES: – 9/17/2024 and 11/7/2024.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to accept the minutes as prepared.

PUBLIC COMMENT:

There were no comments.

COMMISSIONER COMMENT:

Commissioner Kessling called for Commissioners Comments.

Commissioner Webster wished everyone a happy Thanksgiving. She stated that we are all fortunate and should be thankful for living in America and being able to vote for a president as well as other offices last week. She encouraged everyone to count their many blessings.

Commissioner Kessling, on behalf of the Board of Commissioners, extended sympathy to the family and friends of the late Judge Fred Miller. Commissioner Kessling stated that we lost a very good individual who was not only dedicated to law and order in the courts but who was a teacher, a friend, and extremely involved in his community. So, we lost a very good person, and he will be greatly missed here at the courthouse.

On a different topic, Commissioner Kessling stated that the Board of Commissioners is very pleased and hopeful. The City of Altoona city council members and members of the Altoona Curve reached out to the Board of Commissioners and asked for another meeting regarding the decertification process of Explore Altoona. The Board of Commissioners agreed to that. So the City of Altoona city council members, the Altoona Curve, ABCD Corp., members of the Convention Center, and members of Explore Altoona, as well as the Board of Commissioners, held a 2-hour meeting yesterday to see if there was a viable path to accomplish what everyone wants, which is what is best for Blair County, without going through the decertification process. The Board of Commissioners is pleased to announce that they are suspending any votes because they believe there is a pathway to resolve issues without going through the decertification process. That means, there will be another meeting held to resolve any other open issues. They will then continue to meet to see if they are able to successfully move forward with a solution to the concerns. The Board of Commissioners is happy that everyone has come to the table, and they are hopeful there will be a path. At this time, the Board of Commissioners is suspending the vote and is requesting that townships and boroughs suspend any votes for the decertification process.

solution 521 – 2024:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/19/2024	241119CY	337,872.75
11/19/2024	241119EO	1,530.00
11/19/2024	241119WW	620,234.88
11/19/2024	241119SS	59,646.03

* Which includes payment to Blair Senior Services in the amount of \$184,921.00.

b. Ratification of the following twelve-12 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
11/04/2024	241104FS	1,885.87
11/04/2024	241104HI	57,801.09
11/07/2024	241107HR	15,537.42
11/08/2024	241031PC	22,705.88
11/08/2024	241108WW	7,473.53

11/08/2024	241108ML	27,604.03
11/08/2024	241108RF	3,933.75
11/12/2024	24112WW	224,564.28
11/12/2024	24112TC	124,077.81
11/12/2024	24112CY	195,729.88
11/12/2024	24112SS	280,201.71
11/12/2024	24112FS	1,092.50

c. Ratification of Total Payroll for the paycheck dated 11/15/2024 in the total amount of \$832,715.38.

d. **Bridge #33/Old Mill Run Bridge Replacement Project:** Requesting approval of ECMS submission Invoice #5, Part 1, Preliminary Design, in the total amount of \$17,268.44, received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

e. **2024 Budget Transfer:** To cover Insurance Deductible fees:

From	\$	To
01101GCO-44960 General County Operations	\$10,000.00	01209PO-44960 Prison

f. **2024 Budget Transfer:** To cover vehicle maintenance costs:

From	\$	To
01103HW-44730 Highway	\$400.00	113201-44730 CYF
01103HW-44730 Highway	\$400.00	01151-44730 Sheriff

g. **Employments:** Imler, Tammy S., FT, Department Support, Prothonotary, \$11.03/hr., effective 11/12/2024. Johnson, Tearra C., Link, Garrett F., Lolás, Kristian J., and Margraff, April M., FT, Corrections Officer, Prison, \$21.53/hr., effective 11/18/2024. Martinez, Ariana S., PT, Deputy Coroner, Coroner, \$15.51/hr., effective 11/18/2024. Shomo, Christopher M., FT, Maintenance Technician, Prison, \$19.52/hr., effective 11/18/2024.

h. **Resignations:** Snyder, Shannon, FT, District Court Administrative Support – DeAntonio, Magisterial District Justices, \$12.71/hr., effective 11/6/2024. Hultberg, Julie, FT, Casework Supervisor, Children, Youth, and Families, \$1,809.72 biweekly, effective 11/15/2024. Conner, Debra and Fisher, Debora J., Temporary Department Assistant, Elections, \$11.00/hr., effective 11/8/2024.

i. **Status Changes:** DeLeo, Jordan, FT, Certified Legal Intern, Public Defender, \$22.87/hr., to FT, Assistant Public Defender, Public Defender, \$1923.08 biweekly, effective 10/29/2024.

Chief Clerk Socie noted there were corrections on letter g. and h. Under letter g., Kristian J. Lolás had not started yet. Under letter h., Julie Hultberg rescinded her resignation notice.

Motioned by Commissioner Kessler, seconded by Commissioner Webster, and approved to adopt Resolution 521-2024 with the corrections as noted.

STAFF REPORTS & SPECIAL BUSINESS:

Prison:

i. Abbie Tate requested approval of the Addendum to the existing Commissary Contract between the County of Blair, Blair County Prison, and Oasis Management Systems, Inc. for an Oasis employee to distribute commissary orders.

Resolution 522-2024: Approving the Addendum to the existing Commissary Contract between the County of Blair, Blair County Prison, and Oasis Management Systems, Inc. for an Oasis employee to distribute commissary orders.

Motioned by Commissioner Kessler, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 522-2024.

ii. Abbie Tate requested approval of the Contract Agreement between the County of Blair, on behalf of the Blair County Prison, and Amanda Sullivan, to provide hair-trimming services to inmates at the prison at the rate of \$12.00 per person.

Commissioner Kessler requested this item be tabled until the contract receives closer review by the Solicitor.

Juvenile Probation:

Joseph Cox requested approval of an Agreement for Monitoring and Associated Services between the County of Blair on behalf of Juvenile Probation and Children, Youth and Families and Track Group for electronic monitoring equipment at the rate of \$5.50 per day for the period of October 1, 2024 to September 30, 2025.

Resolution 523-2024: Approving the Agreement for Monitoring and Associated Services between the County of Blair on behalf of Juvenile Probation and Children, Youth and Families and Track Group for electronic monitoring equipment at the rate of \$5.50 per day for the period of October 1, 2024 to September 30, 2025.

Motion by Commissioner Kessler, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 523-2024.

Social Services:

i. Tricia Johnson requested approval of Linkage Agreement between the County of Blair, Department of Social Services, and Penn Highlands Healthcare, Dubois to provide care and/or services to the child/adolescent patients of the Psychiatric Residential Treatment Facility at Penn Highlands Dubois for the period of October 21, 2024 through October 21, 2026.

Resolution 524-2024: Approving the Linkage Agreement between the County of Blair, Department of Social Services, and Penn Highlands Healthcare, Dubois to provide care and/or services to the child/adolescent patients of the Psychiatric Residential Treatment Facility at Penn Highlands Dubois for the period of October 21, 2024 through October 21, 2026.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 524-2024.

- ii. Trina Illig stated a correction. Ms. Illig was not asking for the approval of the contract which is in hand, she requested Authorization of the Chief Elected Official's signature on the FFY2023-C Community Development Block Grant (CDBG) Competitive Exemption Environmental Review document for Program Administration, in the amount of \$40,000.00.

Resolution 525-2024: Approving the Authorization of the Chief Elected Official's signature on the FFY2023-C Community Development Block Grant (CDBG) Competitive Exemption Environmental Review document for Program Administration, in the amount of \$40,000.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 525-2024.

Children, Youth and Families:

- i. Mindy Hostler requested approval of the FY 23/24 Budget Amendment between the County of Blair, Blair County Children, Youth and Families, and the Commonwealth of Pennsylvania.

Resolution 526-2024: Approving of the FY 23/24 Budget Amendment between the County of Blair, Blair County Children, Youth and Families, and the Commonwealth of Pennsylvania.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 526-2024.

- ii. Mindy Hostler requested approval of the FY 24/25 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Professional Family Care Services, Inc. for the period of July 1, 2024 through June 30, 2025.

Resolution 527-2024: Approving the FY 24/25 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, Blair County Children, Youth and Families, and Professional Family Care Services, Inc. for the period of July 1, 2024 through June 30, 2025.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 527-2024.

Victim Witness:

- i. Allison Seidel requested approval for the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) VOCA Award (40461-2), in the total amount of \$100,193.00, for the period of October 1, 2024 through September 30, 2025.

Resolution 528-2024: Approving the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) VOCA Award (40461-2), in the total amount of \$100,193.00, for the period of October 1, 2024 through September 30, 2025.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 528-2024.

- ii. Allison Seidel requested approval for the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) Victim/Witness RASA Sub Grant Award # 45162 in the total amount of \$95,148.00, for the period of January 1, 2025 through December 31, 2025.

Resolution 529-2024: Approving the acceptance of the Pennsylvania Commission on Crime and Delinquency (PCCD) Victim/Witness RASA Sub Grant Award # 45162 in the total amount of \$95,148.00, for the period of January 1, 2025 through December 31, 2025.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 529-2024

Public Safety EMA:

- i. Mark Taylor requested approval for the submission of the FFY 2023-2025 Hazardous Materials Emergency Preparedness Grant (HMEP), Year 2, 2023-2025 Annual Status Report to the Pennsylvania Emergency Management Agency (PEMA), for the period of October 1, 2023 through September 30, 2024.

Resolution 530-2024: Approving the submission of the FFY 2023-2025 Hazardous Materials Emergency Preparedness Grant (HMEP), Year 2, 2023-2025 Annual Status Report to the Pennsylvania Emergency Management Agency (PEMA), for the period of October 1, 2023 through September 30, 2024.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 530-2024

- ii. Mark Taylor requested approval of a 30-day open burning ban for the County of Blair with the minimum notice of 48 hours to be given prior to the imposition.

Resolution 531-2024: Approving a 30-day open burning ban for the County of Blair with the minimum notice of 48 hours to be given prior to the imposition.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 531-2024.

IT:

Don Weakland requested approval of Addendum 1 of the Contract Agreement dated December 21, 2021 between the County of Blair and RBA Professional Data System Inc. (Resolution 546-2021) for an extension of the contract period from December 31, 2025 through December 31, 2029 for contracted management information technology services and products, with a contracted annual rate in 2025 of \$517,334.00 and increases annually thereafter.

Mr. Weakland added that there was zero increase in cost for 2025 and the future annual rate increases for this contract would cap at a maximum 3% for the next four years.

Commissioner Kessling stated the Board of Commissioners is happy to do this. He expressed his appreciation to Mr. Weakland for his guidance, input, and everything he does for Blair County, as well as to those working in the IT office.

Resolution 532-2024: Approving Addendum 1 of the Contract Agreement dated December 21, 2021 between the County of Blair and RBA Professional Data System Inc. (Resolution 546-2021) for an extension of the contract period from December 31, 2025 through December 31, 2029 for contracted management information technology services and products, with a contracted annual rate in 2025 of \$517,334.00 and increases annually thereafter.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 532-2024.

Assessment:

DeAnna Heichel requested approval the Agreement between the County of Blair and RBA Professional Data Systems, Inc. for RBA Tax Management Application Software and Annual Maintenance as outlined in said agreement, effective November 19, 2024 through November 18, 2027, at the initial cost of \$33,887.50, plus the Annual Maintenance Fee of \$5,625.00 per year and increases annually as noted in the contract. This agreement will automatically renew annually.

Resolution 533-2024: Approving the Agreement between the County of Blair and RBA Professional Data Systems, Inc. for RBA Tax Management Application Software and Annual Maintenance as outlined in said agreement, effective November 19, 2024 through November 18, 2027, at the initial cost of \$33,887.50, plus the Annual Maintenance Fee of \$5,625.00 per year and increases annually as noted in the contract. This agreement will automatically renew annually.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adopt Resolution 533-2024.

Fort Roberdeau:

Glenn Nelson requested approval of a Letter of Support for the National Society of the Colonial Dames XVII Century to place a historical plaque at Fort Roberdeau in recognition of Fort Roberdeau's significance in America's Revolutionary War effort and contributions to the struggle for independence.

Resolution 534-2024: Approving the Letter of Support for the National Society of the Colonial Dames XVII Century to place a historical plaque at Fort Roberdeau in recognition of Fort Roberdeau's significance in America's Revolutionary War effort and contributions to the struggle for independence.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 534-2024.

Human Resources:

Melena Koegler requested approval for the submission of the 2024 PComp Safety Improvement Grant in the total corrected amount of \$32,286.81 for the items listed below:

- * One hundred and thirty (130) first aid kits at the total cost of \$3,040.70.
- * Three (3) first aid cabinets at the total cost of \$540.27.
- * Two (2) trauma bags to include Bleed Stop and Quik Clot at the total cost of \$277.84.
- * Duress alarms for all six MDJ offices at the total cost of \$49,841.00, with the Safety Improvement Grant covering \$24,841.00.
- * Five (5) water bottle filling stations at the total cost of \$8,587.00 with the Safety Improvement Grant covering \$3,587.00.

Resolution 535-2024: Approving the submission of the 2024 PComp Safety Improvement Grant in the total amount of \$32,286.81 for the items listed below:

- * One hundred and thirty (130) first aid kits at the total cost of \$3,040.70.
- * Three (3) first aid cabinets at the total cost of \$540.27.
- * Two (2) trauma bags to include Bleed Stop and Quik Clot at the total cost of \$277.84.
- * Dress alarms for all six MDJ offices at the total cost of \$49,841.00, with the Safety Improvement Grant covering \$24,841.00.
- * Five (5) water bottle filling stations at the total cost of \$8,587.00 with the Safety Improvement Grant covering \$3,587.00.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt resolution 535-2024.

Commissioners:

Commissioner Kessling requested approval of the Reimbursement Agreement (R24090004) between the County of Blair and the Commonwealth of Pennsylvania, acting through the Department of Transportation, for Bridge 73 and authorizing the Chief Clerk to sign said agreement.

Resolution 536-2024: Approving the Reimbursement Agreement (R24090004) between the County of Blair and the Commonwealth of Pennsylvania, acting through the Department of Transportation, for Bridge 73 and authorizing the Chief Clerk to sign said agreement.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and unanimously approved to adopt Resolution 536-2024.

2025 County Budget:

Commissioner Kessling called for a five (5) minute recess to allow for set-up for presentation of the 2025 County Budget by Finance Director Lindsay Dempse.

Meeting recessed.

2025 County Budget:

Meeting reconvened at 1:40 p.m. Commissioner Kessling called the recessed meeting to order.

Members Present:

Commissioner Kessling, Commissioner Webster, Commissioner Burke, and Chief Clerk Sherry Socie.

Members Present:

Lindsay Dempse and Brandon Meek (Finance), Angela Wagner (Controller), Melena Koegler and Kyle Brashear (Human Resources), and Kay Stephens (Altoona Mirror).

General Fund Projection Overview:

Finance Director Dempse presented the updated Budget Overview for 2025.

2025 Revenue Estimate -	\$46,609,522.00
2025 Expenditure Estimate -	\$(52,553,861.00)
2025 Estimated Deficit -	\$(5,944,339.00)

Contingency:

Discussion on the following General Fund Contingency allocations. No action noted indicates no change to the budget.

General Contingency:

- Currently budgeted at \$300,000.00

Salaries/Wages:

- Currently budgeted at \$770,000.00
- Commissioners agreed to increase UMW A allocation by \$500,000.00

Self-Study:

- Currently budgeted at \$870,000.00

Billage:

Commissioner Kessling proposed an increase of 0.361 mills. All commissioners agreed.

Adjourn:

Motioned by Commissioner Kessling, seconded by Commissioner Burke, and unanimously approved to adjourn today's meeting.



Sherry Socie, Chief Clerk

