

**COMMISSIONERS' MEETING: TUESDAY, June 18, 2024, 1:00 P.M.**

Location: Commissioners Meeting Room, Basement.

*\*Public meetings are being held both in-person and by Zoom. To participate in the meeting, please dial 1-309-205-3325 or 1-646-876-9923, enter meeting number 988 9066 9264, and enter the meeting passcode 423423.*

**CALL TO ORDER:**

Commissioner Kessling called the meeting to order.

**MOMENT OF SILENT REFLECTION:**

Commissioner Kessling called for a moment of silent reflection.

**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 Hemminger.

**OTHERS PRESENT:**

Allison Senkevich and Lori Guyer (Commissioners), Sam Dunkle and Scott Schultz (Court Administration), Becky Robinson (Purchasing), Paul Shaffer (Public Works /Highway), Glenn Nelson (Fort Roberdeau), Mindy Hostler (CYF), Tricia Johnson (Social Services), Carol Dannenberg (Holidaysburg Community Watchdog), Helen Schmitt (Public), Matt Churella (Altoona Mirror), and Nate Taylor (Public Access Channel).

**EXECUTIVE SESSION ANNOUNCEMENT:**

Chief Clerk Hemminger confirmed there were no Executive Sessions since the last Board of Commissioners meeting on June 11, 2024.

**APPROVAL OF BOARD OF COMMISSIONERS MEETING MINUTES – 6/11**

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

**PUBLIC COMMENT:**

Commissioner Kessling called for public comment. There were no comments.

**COMMISSIONER COMMENT:**

Commissioner Kessling called for commissioner comment.

Commissioner Webster stated that Fort Roberdeau recently celebrated Distaff Day, which recognizes the role women played at the fort in the 18<sup>th</sup> century.

Commissioner Webster also recognized Peggy Fields for having been awarded the DAR History Award Medal and her contributions to Fort Roberdeau.

Commissioner Webster reminded everyone that the Pennsylvania Company reenactors will be garrisoned at Fort Roberdeau this weekend, and the public is invited to attend.

**Resolution 294-2024:**

a. Payment of the following three-3 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
06/18/2024	240618WW	1,270,602.01
06/18/2024	240618SS	5,653.50
06/18/2024	240618CY	472,100.94

b. Ratification of the following five-5 Warrant Lists:

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
06/12/2024	240611TC	251,171.71
06/13/2024	240613HR	6,077.06
06/10/2024	240610RA	4,545.10
06/10/2024	240610FS	2,937.36
06/07/2024	240610FP	253,148.19

c. Ratification of the Total Payroll for the check dated 6/14/2024 in the total amount of \$892,804.94.

d. **2024 Budget Transfer:** To cover the fees for air tank inspection for Highway Building:

<b>From</b>	\$	To
01103BM-44710 Building Maintenance	\$174.43	01103HW-44710 Highway

e. **2024 Budget Transfer:** To cover the fees for maintenance on county vehicles:

<b>From</b>	\$	To
01103HW-44730 Highway	\$43.00	35101-44730 Parks & Rec

f. **2024 Budget Transfer:** To cover insurance deductible fees:

<b>From</b>	\$	To
01101GCO-44960 General County Operations	\$1,000.00	01107-44960 Assessment

g. **Terminations:** Johnston, Curtis D., FT, Deputy, Sheriff, \$15.52/hr., effective 06/10/24. Fuchs, Caleb E., FT, Corrections Officer, Prison, \$22.66/hr., effective 06/13/24.

h. **Resignations:** Wilson, Michael A., FT, Corrections Officer, Prison, \$21.53/hr., effective 06/13/24. Closson, Makenzie A., PT, Temporary Department Assistant, JPO, \$11.58/hr., effective 06/14/24. Wansley, Alma D., PT, Department Support, Assessment, \$11.48/hr., effective 11/07/22.

i. **Employments:** Fisher, Shirley A. and Rhone, Philip M., PT, Probation Officer Support, APO, \$11.58/hr., effective 06/17/24. Fitzsimmons, Hanna M., FT, Probation Officer, JPO, \$16.30/hr., effective 06/17/24.

Commissioner Burke noted her abstentions on three payments to Blair Senior Services in the amounts of \$177,569.00, \$104,239.00, and \$57,294.00; two payments to Burke & Co. LLC in the amounts of \$719.70 and \$25,894.00; and two invoices to Hollidaysburg Borough in the amounts of \$3,062.25 and \$2,985.10.

Motioned by Commissioner Kessling, seconded by Commissioner Webster, and approved to adopt Resolution 294-2024 with abstentions as noted.

#### **STAFF REPORTS & SPECIAL BUSINESS:**

##### **Court Administration:**

Scott Schultz requested approval of a Memorandum of Understanding between the County of Blair and the Administrative Office of Pennsylvania Courts, as agent for the Unified Judicial System for the Discretionary Grant for Adult Drug Court in the amount of \$5,666.00, DUI Treatment Court in the amount of \$6,036.00 and Regional Veteran's Treatment Court in the amount of \$2,200.00 with the grant period ending June 30, 2025.

Commissioner Webster expressed her appreciation for the work required to receive the grants.

**Resolution 295-2024:** Approving the Memorandum of Understanding between the County of Blair and the Administrative Office of Pennsylvania Courts, as agent for the Unified Judicial System for the Discretionary Grant for Adult Drug Court in the amount of \$5,666.00, DUI Treatment Court in the amount of \$6,036.00 and Regional Veteran's Treatment Court in the amount of \$2,200.00 with the grant period ending June 30, 2025.

Motioned by Commissioner Webster, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 294-2024.

##### **Children, Youth and Families:**

i. Mindy Hostler requested approval of Amendment #1 to 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 Evolution Counseling Service, LLC to amend the language in the "Training Requirements" section - all other terms and conditions of the existing agreement remain the same.

**Resolution 296-2024:** Approving Amendment #1 to 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 Evolution Counseling Service, LLC to amend the language in the "Training Requirements" section - all other terms and conditions of the existing agreement remain the same.

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 296-2024.

ii. Mindy Hostler requested approval of Amendment #1 to 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 Alternative Living Solutions to amend the language in the "Training Requirements" section - all other terms and conditions of the existing agreement remain the same.

**Resolution 297-2024:** Approving Amendment #1 to 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 Alternative Living Solutions to amend the language in the "Training Requirements" section - all other terms and conditions of the existing agreement remain the same.

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 297-2024.

iii. Mindy Hostler requested approval of the FY 24/25 Memorandum of Understanding between the County of Blair, Blair County Children, Youth and Families, and KidsFirst Affiliated Services, LLC, to implement the evidence-based home visiting program Healthy Families of America (HFA).

**Resolution 298-2024:** Approving the FY 24/25 Memorandum of Understanding between the County of Blair, Blair County Children, Youth and Families, and KidsFirst Affiliated Services, LLC, to implement the evidence-based home visiting program Healthy Families of America (HFA).

Chief Clerk Hemminger asked if this memorandum works hand-in-hand with another KidsFirst Affiliated Services LLC contract.

Ms. Hostler responded that it does not work hand-in-hand, but the rates are the same.

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 298-2024.

iv. 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 Cornell Abraxas Group, LLC.

**Resolution 299-2024:** 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 Cornell Abraxas Group, LLC.

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 299-2024.

- v. Chief Clerk Hemminger asked that approval of the FY 23/24 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and St. Joseph's Center be tabled for a future meeting pending clarification of language in the agreement.

Chief Clerk Hemminger added that the contract will be retroactive since the children have already been placed.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, to table the approval of the FY 23/24 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and St. Joseph's Center be tabled for a future meeting pending clarification of language in the agreement.

- vi. Chief Clerk Hemminger asked that approval of the FY 24/25 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and St. Joseph's Center be tabled for a future meeting pending clarification of language in the agreement.

Chief Clerk Hemminger added that the contract will be retroactive since the children have already been placed.

Motioned by Commissioner Kessling, seconded by Commissioner Burke, to table the approval of the FY 24/25 Purchase of Service Agreement and HIPAA Business Associate Agreement between the County of Blair, on behalf of Blair County Children, Youth and Families, and St. Joseph's Center be tabled for a future meeting pending clarification of language in the agreement.

**Fort Roberdeau:**

Glenn Nelson requested approval of a quote received from Fairway Manufacturing Company for engraved jumbo pencils for the Fort Roberdeau gift shop in the total amount of \$214.54.

**Resolution 300-2024:** Approving the quote received from Fairway Manufacturing Company for engraved jumbo pencils for the Fort Roberdeau gift shop in the total amount of \$214.54.

Motioned by Commissioner Webster, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 300-2024.

**Social Services:**

- i. Trina Illig requested approval of the grant agreement extension for the American Rescue Plan Act (ARPA) Agreement with the Bureau of Family Health, under the County of Blair's lead Hazard Reduction Grant to extend the date from 12/31/24 to 12/31/26 and authorizing David Kessling, as the Chief Elected Official, to sign the following documents:
- Federal Funding Accountability & Transparency Sub-Recipient Data Sheet (FFATA)
  - BOP-2201 Form; Worker Protection and Investment Certification Form
  - Detailed Updated Budget

Ms. Illig stated that this Lead Hazard Reduction Grant extension would allow the grant to end at the same time as the Department of Housing (DOH) contract and other grant documents on 12/31/26.

**Resolution 301-2024:** Approving the grant agreement extension for the American Rescue Plan Act (ARPA) Agreement with the Bureau of Family Health, under the County of Blair's lead Hazard Reduction Grant to extend the date from 12/31/24 to 12/31/26 and authorizing David Kessling, as the Chief Elected Official, to sign the following documents:

- Federal Funding Accountability & Transparency Sub-Recipient Data Sheet (FFATA)
- BOP-2201 Form; Worker Protection and Investment Certification Form
- Detailed Updated Budget

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 301-2024.

- ii. Trina Illig requested approval of the Environmental Review documents for FFY2023 Community Development Block Grant Administration and Annual Re-Evaluation for Housing Rehabilitation Program, as follows:
- Annual Re-Evaluation Form for FFY2023 funding for Blair County Existing Owner-Occupied Housing Rehabilitation Program
  - Environmental Review Record & Exempt Status Determination for Administration for FFY2023 Community Development Block Grant (CDBG) Program

Ms. Illig added that Social Services did not received the contract yet, but they can proceed with this portion ahead of the contract.

**Resolution 302-2024:** Approving the Environmental Review documents for FFY2023 Community Development Block Grant Administration and Annual Re-Evaluation for Housing Rehabilitation Program, as follows:

- Annual Re-Evaluation Form for FFY2023 funding for Blair County Existing Owner-Occupied Housing Rehabilitation Program
- Environmental Review Record & Exempt Status Determination for Administration for FFY2023 Community Development Block Grant (CDBG) Program

Motioned by Commissioner Burke, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 302-2024.

**Public Works - Highways:**

- i. Paul Shaffer requested approval of the proposed Construction Plans and Bid Specifications by Keller Engineers Inc. for the County Road #105 Project through Allegheny Township and approval to advertise the Invitation to Bid.

**Resolution 303-2024:** Approving the proposed Construction Plans and Bid Specifications by Keller Engineers Inc. for the County Road #105 Project through Allegheny Township and approval to advertise the Invitation to Bid.

Motioned by Commissioner Webster, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 303-2024.

- ii. Paul Shaffer requested approval of the proposed Construction Plans and Bid Specifications by Keller Engineers Inc. for the County Bridge #69 Project located on County Road #101 and approval to advertise the Invitation to Bid.

**Resolution 304-2024:** Approving the proposed Construction Plans and Bid Specifications by Keller Engineers Inc. for the County Bridge #69 Project located on County Road #101 and approval to advertise the Invitation to Bid.

Motioned by Commissioner Webster, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 304-2024.

- iii. Paul Shaffer requested approval of the Proposal of Service Contract between the County of Blair and Keller Engineers Inc. for Design and Construction Services for improvements on County Road-101 through Claysburg and Greenfield Township, in the total amount of \$434,115.00.

Mr. Shaffer added that the county received multimodal grant funds for these services.

Commissioner Burke stated that these improvements will improve the walkability in the Claysburg area.

**Resolution 305-2024:** Approving the Proposal of Service Contract between the County of Blair and Keller Engineers Inc. for Design and Construction Services for improvements on County Road-101 through Claysburg and Greenfield Township, in the total amount of \$434,115.00.

Motioned by Commissioner Webster, seconded by Commissioner Kessling, and unanimously approved to adopt Resolution 305-2024.

**OLD BUSINESS:**

None.

**Adjourn:**

Commissioner Kessling asked for a motion to adjourn the meeting.

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

  
Nicole Hemminger, Chief Clerk