**AGENDA**

**WORK SESSION**

**BLAIR COUNTY BOARD OF COMMISSIONERS**

**COMMISSIONERS MEETING ROOM, BASEMENT**

**TUESDAY, AUGUST 23, 2022, 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, August 24, 2022

Thursday, August 25, 2022 10:00 a.m. \*Commissioners Business Session

(Commissioners Meeting Room)

Friday, August 26, 2022

Monday, August 29, 2022

Tuesday, August 30, 2022 10:00 a.m. \*Commissioners Work Session

(Commissioners Meeting Room)

1. **PUBLIC COMMENT**
2. **COMMISSIONERS COMMENTS**
3. **PROCLAMATION – Recovery Month September 2022**
4. **CONSENT AGENDA**

**Resolution #319-2022:**

* 1. Payment of the following four-4 Warrant Lists:

|  |  |  |
| --- | --- | --- |
| **EFFECTIVE DATE** | **WARRANT NUMBER** | **AMOUNT** |
| 08/23/2022 | 220823TC | $ 234,07.00 |
| 08/23/2022 | 220823SS | $ 46,671.11 |
| 08/23/2022 | 220823CY | $321,000.02 |
| 08/23/2022 | 220823WW | $315,609.86 |

* 1. Ratification of the following nine-9 Warrant Lists:

|  |  |  |
| --- | --- | --- |
| 08/18/2022 | 220818MW | $470,191.43 |
| 08/18/2022 | 220818CA | $ 1,500.00 |
| 08/18/2022 | 220818CY | $151,690.80 |
| 08/16/2022 | 220816CY | $114,740.20 |
| 08/16/2022 | 220816SS | $586,858.12 |
| 08/16/2022 | 220816CA | $ 4,825.00 |
| 08/18/2022 | 220818HR | $ 13,615.02 |
| 08/15/2022 | 220815FS | $ 2,250.37 |
| 08/11/2022 | 220811HR | $ 10,441.71 |

* 1. **2022 Budget Transfer:** Charges received from McNees Wallace for the month of July 2022.

**From $ To**

01101GCO-44080 General County Operations                     $2730.00              01151-44080 Sheriff

01101GCO-44080 General County Operations                     $240.00                 44122-44080 Public Safety – 911

01101GCO-44080 General County Operations                     $240.00                 01105-44080 Human Resources

01101GCO-44080 General County Operations                     $210.00                 01160ED-44080 Judge Doyle

01101GCO-44080 General County Operations                     $720.00                 01101-44080 Commissioners

01101GCO-44080 General County Operations                     $2670.00              013201-44080 CYF

01101GCO-44080 General County Operations                     $2310.00              01101-44080 Commissioners

01101GCO-44080 General County Operations                     $900.00                 013201-44080 CYF

01101GCO-44080 General County Operations                     $480.00                 01158-44080 District Attorney

01101GCO-44080 General County Operations                     $120.00                 01160ED-44080 Judge Doyle

* 1. **2022 Budget Transfer**: Charges to cover invoices for autopsy and transport fees for the Coroner’s Office.

**From $ To**

01101GCO-41999 General County Operations $37,976.00 01152-44120 Coroner

01101GCO-41999 General County Operations $ 9,426.00 01152-44000 Coroner

* 1. **Bridge #82/Frankstown Branch Superstructure Replacement Project:**

Requesting approval of ECMS submission Invoice #4, Part 3, Construction Support Services, in the total amount of $774.97, Invoice #3, Part 4, Construction Inspection, in the total amount of $310.74, Invoice #4, Part 4, Construction Inspection, in the total amount of $710.27, all received from Keller Engineers.  Expenses are 100% reimbursable through the Road Map Fund.

* 1. **Bridge #70/County Road 101 over South Poplar Run Replacement Project:**

Requesting approval of ECMS submission Invoice #3, Part 6, Final Design, received from Keller Engineers, in the total amount of $10,497.55. Expenses are 100% reimbursable through the Road Map Fund.

* 1. **Bridge #67/West Loop Road Replacement Project:**

Requesting approval of ECMS submission, Invoice #12, Part 2, Final Design, in the total amount of $877.92, Invoice #1, Part 4, Construction Inspection, in the total amount of $1277.77, Invoice #13, Part 2, Final Design, in the total amount of $21,709.17, Invoice #2, Part 4, Construction Inspection, in the total amount of $621.48, all received from Keller Engineers. Expenses are 95% reimbursable and will be paid from the Marcellus Shale Legacy Fund.

* 1. **Employment:** Wendy J. Calhoun, Per Diem, Deputy Coroner, Coroner’s Office, $80.00/per 8 hr., shift, effective 08/22/22; Germaine L. Crocker, FT, Administrative Support, Tax Claim, $12.16/hr., effective 08/29/22; Diana K. Freedman, FT, Administrative Support, EMA, $12.16/hr., effective 08/29/22; Morgan D. McDermott, FT, Deputy, Sheriff’s Office, $15.52/hr., effective 08/29/22; Donna J. Steitz, FT, Assessor I, Assessment, $14.08/hr., effective 08/29/22; Tiffany N. Treese, Director, CYF, $65,337.22/yr., effective 08/29/22; Dustin M. Weber, FT, Deputy, Sheriff’s Office, $15.52/hr., effective 08/29/22; Kevin F. Kuhn, From FT, Telecommunicator, 911 Center, $16.50/hr., To, PT, Telecommunicator, $16.50/hr., effective 08/11/22; and Ray S. Benton, From, FT, Chief Deputy Coroner, Coroner’s Office, $80.00/per 8 hr., shift, To FT, Chief Deputy Coroner, $30,252.82/yr., effective 08/01/22.
  2. **Terminations:** Deawna L. Wyandt, FT, Program Manager, CYF, $59,241.00/yr., effective 08/17/22.
  3. **Resignations:** Jessica A. Walk, Per Diem, Deputy Coroner, Coroner’s Office, $80.00/per 8 hr., shift, effective 07/14/22; Bronson W. Pfhaler, FT, Maintenance Technician/Plumber, Highway/Maintenance, $20.56/hr., effective 08/09/22; Michael B. Wieland, FT, Supervisor, JPO, $48,284.60/yr., effective 08/26/22; and Cindy Y. Yohn, FT, Case Manager, Domestic Relations, $28,246.40/yr., effective 08/26/22.

1. **STAFF REPORTS & SPECIAL BUSINESS**

**A. Children, Youth and Families**:

1. Requesting approval of the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Meraky.
2. Requesting approval of the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Professional Family Care Services, Inc.

B. **Social Services:**

Requesting approval of twelve-12 FY 2022/2023 renewal contracts between the County of Blair and the agencies listed below:

|  |  |  |
| --- | --- | --- |
| **AGENCY** | **FUNDING SOURCES** | **CONTRACT AMOUNT** |
| Big Brothers/Big Sisters of Blair County | Human Services Development Fund (HSDF) | Maximum Contract Amount $ 30,000 |
| Blair Family Solutions | Mental Health | Maximum Contract Amount $ 50,000 |
| Blair Senior Services | HSDF & Mental Health | Maximum Contract Amount $ 40,000 |
| CenClear Child Services | Mental Health | Maximum Contract Amount $ 35,000 |
| Child Advocates | HSDF | Maximum Contract Amount $ 5,000 |
| CONTACT Altoona | HSDF & Mental Health | Maximum Contract Amount $ 115,000 |
| Family Services, Inc. | HSDF & HAP | Maximum Contract Amount $ 170,000 |
| H.O.P.E. Drop In | Mental Health | Maximum Contract Amount $ 50,000 |
| NAMI of Blair County | Mental Health | Maximum Contract Amount $ 50,000 |
| Peerstar | Mental Health | Maximum Contract Amount $ 10,500 |
| Skills of Central PA | Mental Health | Maximum Contract Amount $ 350,000 |
| UPMC Western Behavioral Health of the Alleghenies | Mental Health | Maximum Contract Amount $2,170,000 |

C. **Court Administration:**

Requesting approval to advertise for bids for bullet resistant composition panels and bullet proof transaction windows various sizes and requirements for the Magisterial District Judges’ Security Project.

D. **Public Works:**

Requesting approval of an Equipment Rental Agreement between the County of Blair, Blair County Highway Department and BCI Rentals, for the rental of one-1 EX-131, 2022 CAT 308 Excavator, for the weekly rental amount of $1,140.00/plus tax, for the Bridge #74/Maple Hollow project, located in Allegheny Township.

E. **Commissioner’s Office:**

Requesting approval for the execution of Exhibit 3 (the 2022 County of Blair Litigating Subdivision Certification Use of Funds Form) consistent with Exhibit E, and all other terms of the National Opioid Settlement, and authorization for Commissioner Bruce R. Erb to execute said form.

F. **ABCD Corp:**

Requesting approval of a Letter of Support for the submission of a Redevelopment Assistance Capital Program Grant Application by Lakemont Partnership LP, for a renovation project, which will allow for stadium upgrades to take place for the Altoona Curve Baseball to keep their MLB affiliated status.

1. **OLD BUSINESS**

**Department of Emergency Services/911 Center:**

Requesting approval of a Master Services Agreement (MSA) by and between the County of Blair, on behalf of the Department of Emergency Services Zito Media Communications LLC, Zito Media Communications II LLC, Zito Media Voice LLC, d/b/a Zito Business, for telecommunication products and services set forth in Technical Service Agreements - TSA 1, TSA-2 and incorporating TSA-3, in the monthly recurring amount of $818.00, with any renewal of such TSA being deemed covered by the MSA. Agreement shall terminate November 23, 2027.

1. **ADJOURN**

**WORK SESSION: TUESDAY, AUGUST 23, 2022, 10:00 A.M.**

Location: Commissioner’s Meeting Room, Basement.

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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 those participating in the meeting 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:**

Judy Rosser, Dana Conzo and Ryan Custead (Blair Drug & Alcohol), Lindsay Dempsie and Brandon Meck (Finance), Melissa Gillin (Social Services), Jim Pooler (Public Works – Facilities), Becky Robinson (Purchasing), A.C. Stickel (Controller), Kay Stephens (Altoona Mirror), Paul Shaffer (Public Works – Highway), Nicole Smith (Court Admin), Melissa Harpster and Allison Senkevich (Commissioner’s Office), Cris Frederickson (911/EMA), and Helen Schmidt (Public).

**Upcoming Meetings:**

Wednesday, August 17, 2022 10:00 a.m. \*Board of Assessment Appeals

(Conference Room 2B)

2:30 p.m. \*Salary Board

(Commissioner’s Meeting Room)

Thursday, August 18, 2022 8:30 a.m. \*Prison Board

(Commissioner’s Meeting Room)

9:30 a.m. \*Records Improvement Committee

(Commissioner’s Meeting Room)

10:00 a.m. \*Commissioner’s Business Session

(Commissioner’s Meeting Room)

1:00 p.m. \*CYF Budget Meeting

(Conference Room 2B)

Friday, August 19, 2022

Monday, August 22, 2022

Tuesday, August 23, 2022 10:00 a.m. \*Commissioner’s Work Session

(Commissioner’s Meeting Room)

**Public Comment:**

Commissioner Erb called for public comment.

Altoona Mirror Reporter Kay Stephens asked for more explanation on agenda item pertaining to the execution of Exhibit 3 (the 2022 County of Blair Litigating Subdivision Certification Use of Funds Form) consistent with Exhibit E, and all other terms of the National Opioid Settlement.

**Commissioners Comments:**

Commissioner Erb called for commissioner’s comments.

Commissioner Webster thanked the EMA/911 team for hosting, planning, and participating in the Hazardous Materials Emergency Incident Exercise on Thursday 8/18 for the training and reinforcement of proper safety practices and procedures at the event of a train derailment.

Commissioner Burke reminded everyone about the Hollidaysburg Little League team playing in their next game in Williamsport.

Commissioner Erb forewent Commissioner Comments and instead moved on to the Proclamation for Recovery Month, September 2022.

**Proclamation – Recovery Month September 2022**

Commissioner Erb introduced the representatives from Blair County Drug & Alcohol Partnership and Rise to Recovery. He then read the following proclamation:

**Proclamation to Proclaim September 2022 as Recovery Month**

**Recovery is for Everyone:**

**Every person, Every Family, Every Community**

**WHEREAS**, behavioral health is an essential part of one’s personal welfare and overall wellbeing; and

**WHEREAS**, prevention education of substance use disorders works, treatment is effective, and people with these disorders can attain healthy lifestyles and achieve rewarding lives in recovery. By seeking help those seeking recovery can embark on a new journey toward enhanced health and overall wellness; and

**WHEREAS**, encouraging relatives and friends of individuals with substance use disorders to implement preventative measures, recognize signs of the problem, and guide those in need to the appropriate treatment and recovery support services; and

**WHEREAS,** according to the Commonwealth of Pennsylvania overdose deaths rose by 16.4 percent in 2020, and continued rising to 5,438 reported overdose deaths in 2021, another 6 percent increase from the prior year. In Blair County we saw a 44% increase since 2019 of Blair County Residents’ deaths as a result of an overdose. These individuals are relatives and friends within our community. We must continue to reach out to the communities and encourage those untreated to seek help; YOU ARE NOT ALONE; and

**WHEREAS**, in helping more people achieve and sustain long-term recovery, the County of Blair, Blair Drug and Alcohol Partnerships, and Rise for Recovery Blair County, invite all residents of Blair County to participate in ***National Recovery Month;*** and

**NOW, THEREFORE**, the Board of Blair County Commissioners, do hereby proclaim the month of September 2022 as ***NATIONAL RECOVERY MONTH, Join the Voices for Recovery: Recovery is for Everyone: Every person, Every Family, Every Community;***

We encourage the citizens of Blair County to observe this month with lighting a purple lightbulb on their porch or in their window in support of this year’s ***Recovery Month***.

**BLAIR COUNTY**

**BOARD OF COMMISSIONERS:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bruce Erb, Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Laura Burke, Vice-Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amy Webster, Secretary

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nicole Hemminger, Chief Clerk

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt this proclamation.

Discussion followed.

**Consent Agenda:**

**Resolution #319-2022:**

* 1. Payment of the following four-4 Warrant Lists:

|  |  |  |
| --- | --- | --- |
| **EFFECTIVE DATE** | **WARRANT NUMBER** | **AMOUNT** |
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* 1. **Employment:** Wendy J. Calhoun, Per Diem, Deputy Coroner, Coroner’s Office, $80.00/per 8 hr., shift, effective 08/22/22; Germaine L. Crocker, FT, Administrative Support, Tax Claim, $12.16/hr., effective 08/29/22; Diana K. Freedman, FT, Administrative Support, EMA, $12.16/hr., effective 08/29/22; Morgan D. McDermott, FT, Deputy, Sheriff’s Office, $15.52/hr., effective 08/29/22; Donna J. Steitz, FT, Assessor I, Assessment, $14.08/hr., effective 08/29/22; Tiffany N. Treese, Director, CYF, $65,337.22/yr., effective 08/29/22; Dustin M. Weber, FT, Deputy, Sheriff’s Office, $15.52/hr., effective 08/29/22; Kevin F. Kuhn, From FT, Telecommunicator, 911 Center, $16.50/hr., To, PT, Telecommunicator, $16.50/hr., effective 08/11/22; and Ray S. Benton, From, FT, Chief Deputy Coroner, Coroner’s Office, $80.00/per 8 hr., shift, To FT, Chief Deputy Coroner, $30,252.82/yr., effective 08/01/22.
  2. **Terminations:** Deawna L. Wyandt, FT, Program Manager, CYF, $59,241.00/yr., effective 08/17/22.
  3. **Resignations:** Jessica A. Walk, Per Diem, Deputy Coroner, Coroner’s Office, $80.00/per 8 hr., shift, effective 07/14/22; Bronson W. Pfhaler, FT, Maintenance Technician/Plumber, Highway/Maintenance, $20.56/hr., effective 08/09/22; Michael B. Wieland, FT, Supervisor, JPO, $48,284.60/yr., effective 08/26/22; and Cindy Y. Yohn, FT, Case Manager, Domestic Relations, $28,246.40/yr., effective 08/26/22.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 319-2022.

**Staff Reports & Special Business:**

**Children, Youth and Families**:

1. Requesting approval of the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Meraky.
2. Requesting approval of the FY 2020/2021 and 2021/2022 renewal Purchase of Service Agreements between the County of Blair, Blair County Children, Youth and Families and Professional Family Care Services, Inc.

Both agenda items a. and b. were pulled per legal review of Certificates of Insurance.

**Social Services:**

Melissa Gillin requested approval of twelve-12 FY 2022/2023 renewal contracts between the County of Blair and the agencies listed below:

|  |  |  |
| --- | --- | --- |
| **AGENCY** | **FUNDING SOURCES** | **CONTRACT AMOUNT** |
| Big Brothers/Big Sisters of Blair County | Human Services Development Fund (HSDF) | Maximum Contract Amount $ 30,000 |
| Blair Family Solutions | Mental Health | Maximum Contract Amount $ 50,000 |
| Blair Senior Services | HSDF & Mental Health | Maximum Contract Amount $ 40,000 |
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| Child Advocates | HSDF | Maximum Contract Amount $ 5,000 |
| CONTACT Altoona | HSDF & Mental Health | Maximum Contract Amount $ 115,000 |
| Family Services, Inc. | HSDF & HAP | Maximum Contract Amount $ 170,000 |
| H.O.P.E. Drop In | Mental Health | Maximum Contract Amount $ 50,000 |
| NAMI of Blair County | Mental Health | Maximum Contract Amount $ 50,000 |
| Peerstar | Mental Health | Maximum Contract Amount $ 10,500 |
| Skills of Central PA | Mental Health | Maximum Contract Amount $ 350,000 |
| UPMC Western Behavioral Health of the Alleghenies | Mental Health | Maximum Contract Amount $2,170,000 |

The only contract that could be approved at this time was Blair Senior Services, pending approval of the Certificate of Insurance.

The remaining contracts were held for legal review of Certificates of Insurance.

**Resolution 320-2022:** A resolution approving a FY 2022/2023 renewal contract between the County of Blair and Blair Senior Services, in the maximum contract amount of $40,000.00.

Commissioner Burke noted her abstention on voting due to a conflict of interest.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 320-2022 with the abstention as noted.

**Court Administration:**

Nicole Smith requested approval to advertise for bids for bullet resistant composition panels and bullet proof transaction windows various sizes and requirements for the Magisterial District Judges’ Security Project.

Ms. Smith mentioned the potential funding source for this project may come from the AOPC. She also noted replacing the word “proof” with “resistant”.

**Resolution 321-2022:** A resolution approving to advertise for bids for bullet resistant composition panels and bullet resistant transaction windows various sizes and requirements for the Magisterial District Judges’ Security Project.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution 321-2022.

**Public Works:**

Paul Shaffer requested approval of an Equipment Rental Agreement between the County of Blair, Blair County Highway Department and BCI Rentals, for the rental of one-1 EX-131, 2022 CAT 308 Excavator, for the weekly rental amount of $1,140.00/plus tax, for the Bridge #74/Maple Hollow project, located in Allegheny Township.

Mr. Shaffer confirmed that there would be no tax, so the total would be $1,140.00.

He also mentioned that this equipment rental would be for rock-lining the embankment of Bridge# 74 and funding would come from Act 44 Bridge Fund.

**Resolution 322-2022:** A resolution approving an Equipment Rental Agreement between the County of Blair, Blair County Highway Department and BCI Rentals, for the rental of one-1 EX-131, 2022 CAT 308 Excavator, for the weekly rental amount of $1,140.00/plus tax, for the Bridge #74/Maple Hollow project, located in Allegheny Township.

Motion by Commissioner Webster, seconded by Commissioner Burke and unanimously approved to adopt Resolution 322-2022.

**Commissioner’s Office:**

Allison Senkevich requested approval for the execution of Exhibit 3 (the 2022 County of Blair Litigating Subdivision Certification Use of Funds Form) consistent with Exhibit E, and all other terms of the National Opioid Settlement, and authorization for Commissioner Bruce R. Erb to execute said form.

Discussion followed.

**Resolution 323-2022:** A resolution approving the execution of Exhibit 3 (the 2022 County of Blair Litigating Subdivision Certification Use of Funds Form) consistent with Exhibit E, and all other terms of the National Opioid Settlement, and authorization for Commissioner Bruce R. Erb to execute said form.

Motion by Commissioner Erb, seconded by Commissioner Webster and unanimously approved to adopt Resolution 323-2022.

**ABCD Corp:**

Commissioner Bruce Erb requested approval of a Letter of Support for the submission of a Redevelopment Assistance Capital Program Grant Application by Lakemont Partnership LP, for a renovation project, which will allow for stadium upgrades to take place for the Altoona Curve Baseball to keep their MLB affiliated status.

Discussion followed:

**Resolution 324-2022:** A resolution approving a Letter of Support for the submission of a Redevelopment Assistance Capital Program Grant Application by Lakemont Partnership LP, for a renovation project, which will allow for stadium upgrades to take place for the Altoona Curve Baseball to keep their MLB affiliated status.

Motion by Commissioner Erb, seconded by Commissioner Burke and unanimously approved to adopt Resolution 324-2022.

**Old Business:**

**Department of Emergency Services/911 Center:**

Cris Frederickson requested approval of a Master Services Agreement (MSA) by and between the County of Blair, on behalf of the Department of Emergency Services Zito Media Communications LLC, Zito Media Communications II LLC, Zito Media Voice LLC, d/b/a Zito Business, for telecommunication products and services set forth in Technical Service Agreements - TSA 1, TSA-2 and incorporating TSA-3, in the monthly recurring amount of $818.00, with any renewal of such TSA being deemed covered by the MSA. Agreement shall terminate November 23, 2027.

Discussion followed.

**Adjourn:**

Meeting Adjourned,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nicole M. Hemminger, Chief Clerk