

WORK SESSION: TUESDAY, JANUARY 18, 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#*

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 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:

HR Director Katherine Swigart, Mark Taylor (911/EMA), Rebecca Robinson (Finance), Melissa Gillin (Social Services), Kay Stephens (Altoona Mirror), Marlyn Graffius, Sarah Chuff (Finance), Jim Pooler (Public Works – Facilities), Sue St. Martin (Tax Claim), A.C. Stickel (Controller), Jeff Muriceak (Solicitor), Jenn Sleppy (Finance), Carl Dannenberg (Hollidaysburg WatchDog), Judge Doyle (MDJ), Nicole Smith (Court Administration), Helen Schmitt (citizen)

Upcoming Meetings:

Wednesday, January 19, 2022	10:00 a.m.	SAP&DC Board Meeting (Commission’s Office)
	10:00 a.m.	*Board of Assessment Appeals (Conference Room 2B)
	2:30 p.m.	*Salary Board (Commissioners Meeting Room)
Thursday, January 20, 2022	8:30 a.m.	*Prison Board Meeting (Commissioners Meeting Room)
	9:30 a.m.	*Records Improvement Committee (Commissioners Meeting Room)
	10:00 a.m.	*Commissioners Business Session (Commissioners Meeting Room)
Friday, January 21, 2022		
Monday, January 24, 2022	1:30 p.m.	Conservation District Board Meeting (1407 Blair St., Hollidaysburg, PA)
Tuesday, January 25, 2022	10:00 a.m.	*Commissioners Work Session (Commissioners Meeting Room)

Approval of Minutes – 12/14/21 and 12/16/21:

Held for approval on Thursday, 1/20/21

Public Comment:

None

Commissioners Comment:

Commissioner Burke reminded everyone of the Covid testing available at the Altoona Gas Ballpark for the 19, 20, and 21st.

The Commissioners expressed their thanks and appreciation to Jennifer Sleppy for her time spent at Blair County before her last day of employment on 1/21/22.

Consent Agenda

Resolution #16-2022:

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/18/22	220118SS	\$220,675.33
01/18/22	220118CY	\$132,005.10
01/18/22	220118WW	\$888,703.62

Which include payment of the following invoices:

- UPMC Altoona, in the total amount of \$7,060.19.

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

EFFECTIVE DATE	WARRANT NUMBER	AMOUNT
01/13/2022	220113MW	\$2,000.00
01/13/2022	220113HR	\$12,643.52
01/10/2022	220110FS	\$1,969.53

- c. Ratification of Total Payroll for the Check Dated 01/13/2022, in the total amount of \$884,249.89.
- d. **2021 Budget Transfer:** IT equipment unable to be purchased in 2021 due to supply chain issues.
- | From | \$ | To |
|-------------|------------|-------------|
| 01117-46060 | \$7,000.00 | 36101-46060 |
- e. **2022 Budget Transfer:** IT equipment unable to be purchased in 2021 due to supply chain issues.
- | From | \$ | To |
|-------------|------------|-------------|
| 36101-46060 | \$7,000.00 | 01117-46060 |
- f. **NBIS Bridge Inspection and Inventory:** Requesting approval for payment of **Invoice #49 and Invoice #50, received from Stiffler McGraw**, in the total amounts of \$8,675.24 and \$8,662.04 respectively as follows: Bridge #73, Mountain Road over Frankstown Branch of Juniata River, \$1,012.84; Bridge #08, Butler Hollow Road over Tributary to South Dry Run, \$1,913.91; Bridge #09, Butler Hollow over South Dry Run, \$1,913.91; Bridge #20, Eastep Road over Clover Creek, \$1,913.91, Bridge #22, Biddle Bridge over Clover Creek, \$1,913.91 and mileage 52 miles x \$0.13/mile for a total of \$6.76. Bridge #82, Monastery Road over Frankstown Branch of Juniata River, \$2,412.95; Bridge #68, West Loop Road over Old Town Run, \$1,913.91; Bridge #46, Church Hill Road over Little Juniata River, \$2,412.95; Bridge #80, Wertz Road over Piney Creek, \$1,913.91 and mileage 62 miles x \$0.13/mile for a total of \$8.32. Invoices are 80% reimbursable, 20% paid from Act 44 Bridge Fund.
- g. **Adult Parole & Probation:** Requesting approval of one-1 Mt. Aloysius student intern, Dakota Couturiaux, 135 hours, beginning 1/20/22. Internship is for credit only and at no cost to the county.
- h. **Courts/Judge Kagarise:** Requesting approval of one-1 Mt. Aloysius student intern, Brianna Pritts, 135 hours, beginning 1/29/22. Internship is for credit only and at no cost to the county.
- i. **Resignations:** Dennis T. Foster, FT, Corrections Officer, Prison, \$17.93/hr., effective 01/07/22 and Jennifer M. Sleppy, FT, Director, Finance, \$67,667.60/yr., effective 01/21/22.
- j. **Employment:** Kyle J. Brashear, From, FT, Fiscal Assistant, CYF, \$11.50/hr., To, FT, Payroll Administrator, HR, \$13.40/hr., effective 01/17/22.

Commissioner Erb noted his abstention on the payment of an invoice to UPMC due to a conflict of interest.

Motion by Commissioner Burke, seconded by Commissioner Webster and unanimously approved to adopt Resolution #16-2022 with abstention as noted.

STAFF REPORTS & SPECIAL BUSINESS

Blair County Bridge #70/South Poplar Run Project:

Nicole Hemminger requested approval for Commissioner Bruce R. Erb to sign various parcel settlement documents associated with the Blair County Bridge #70/South Poplar Run Replacement Project as listed below:

- Joye L. Metzgar, Parcel 3 – Temporary Easement for Construction
- Dennis A. Corle and Cathy Corle, Parcel 4 – Agreement of Sale, Certificate of Residence, Realty Transfer Tax Statement of Value, and Temporary Easement for Construction \$2,600.00
- Green Enterprise RE, LLC, Parcel 5 – Agreement of Sale, Certificate of Residence, Realty Transfer Tax Statement of Value, and Temporary Easement for Construction \$2,300.00
- Joyce A. Durbin aka Joyce A. Lafferty, Parcel 6 – Temporary Easement for Construction
- Joye L. Metzgar, Parcel 12 – Agreement of Sale, Certificate of Residence, Realty Transfer Tax Statement of Value, and Temporary Easement for Construction \$800.00
- Erik Lee Weyandt, Sr. aka Erik Weyandt and Dolly Weyandt, Parcel 14 – Agreement of Sale, Certificate of Residence, Realty Transfer Tax Statement of Value, and Temporary Easement for Construction \$2,600.00
- Jeremie J. Bell and Kristina L. Bell, Parcel 15- Agreement of Sale, Certificate of Residence, and Realty Transfer Tax Statement of Value \$2,600.00

Chief Clerk Hemminger reminded the Commissioners that this project is 100% reimbursable.

Discussion followed.

Fort Roberdeau:

Glenn Nelson requested approval to advertise for bid the lease of approximately 145 acres of farmland located in Tyrone Township adjacent to Fort Roberdeau.

Discussion followed.

Department of Emergency Services:

Mark Taylor requested approval for items i, ii, and iii.

- i. Requesting approval of a Maintenance and Warranty Agreement between the County of Blair, Department of Emergency Services/911E and Gen-Mark, for the VA Galaxy 5000 Uninterrupted Power Supply System, in the amount of \$4,975.00, for the period of 11/01/21 through 10/31/22.
- ii. Requesting approval of a Professional Services Contract between the County of Blair, Blair County Department of Emergency Services 911E and Mission Critical Partners, LLC, for Next Generation 911 Consulting Services, in the total fixed fee amount (including expenses) of \$39,157.85 which will be invoiced monthly as services are rendered. This agreement will assist the Southern Alleghenies 911 Cooperative (SAC) for planning, procurement, implementation support and lifecycle management services support with the awarded Pennsylvania Emergency Management Agency (PEMA) grant.

These expenses will be covered under the regional grant.

- iii. Requesting approval of an Amendment to a License Agreement by and between the County of Blair, Department of Emergency Services and Tyler Technologies, Inc., dated 06/21/12, amending the License Agreement to replace the New World Dashboard Software with Tyler's Performance Dashboard Software at no cost to the county.

Discussion followed.

Tax Claim:

Sue St. Martin requested approval for items i, ii, and iii.

- i. Requesting approval of an agreement between the County of Blair for Blair County Tax Claim Bureau and InfoCon for the electronic transfer of unpaid 2021 taxes submitted by twenty-four (24) local tax collectors at the rate of \$95.00 per municipality for a total amount of \$2,280.00.
- ii. Requesting approval of a Purchase Agreement between the County of Blair and InfoCon Corporation to manage Certified Mail services, in the estimated annual cost of \$3,332.40, for the period of 01/01/22 through 12/31/23.
- iii. Requesting approval of a Print Services Agreement between the County of Blair and InfoCon Corporation for printing and mailing of approximately 7,500 March Reminder Letters, 7,000 Return & Claim Notices (Certified Mail), 5,000 Notice of Public Sale (Certified Mail), 2,500 Ten (10) Day Letters, 200 Property Sold Letters (Certified Mail), and 4,000 November Reminder Letters, in the estimated annual total of \$10,651.00, for the period of 01/01/22 through 12/31/23.

Discussion followed.

Human Resources:

Katherine Swigart requested approval of an Agreement for Purchase of Professional Services between the County of Blair and Aaron Nygren, d/b/a Nygren Training Solutions for multi-pronged management and leadership training, and associated workshops outlined in Exhibit A, in an amount not to exceed \$14,213.50, including materials and travel.

The training is for 5, 7 ½ hour sessions for a maximum of 25 supervising employees.

Discussion followed.

Social Services:

Trina Illig requested approval on items i and ii and Melissa Gillin requested approval on items iii and iv.

- i. Requesting approval for the submission of a Budget Revision to the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) as outlined below:

FY 2018 County of Blair County #C00071558 Non-Entitlements

1. Reduce existing activity for Housing Rehabilitation – Non-Entitlements from \$129,419.85 to \$124,119.85 (including delivery costs) for a total decrease of \$5,300.00.

2. Increase existing activity for the Piney Creek & Ridge Road Water Lateral Installations to Woodbury Township from \$6,233.58 to \$11,533.58 (including delivery costs) for a total increase of \$5,300.00.

Discussion followed.

- ii. Requesting approval to advertise for the Invitation for Bids to rehabilitate the existing pavilion located at the Fort Roberdeau Historic Site as part of the FY 2017 Community Development Block Grant (CDBG) demolition of the Sinking Valley Grange Hall #484 project's mitigation agreement between the County of Blair and the Pennsylvania State Historic Preservation Office.

Motion by Commissioner Erb and seconded by Commissioner Burke and unanimously approved to adopt Resolution# 17-2022.

- iii. Requesting approval of a FY 21/22 Contract renewal between the County of Blair and United Way of Blair County, in the maximum contract amount of \$187,000.00.

This funding supports the family resource center.

- iv. Requesting approval to relinquish the Family Center Grant Agreement No. 4100066998 between the Pennsylvania Department of Human Services (DHS) and the County of Blair, for the provision of Family Center Services to At-Risk Families, for the period of 07/01/14 through the extended term of 06/30/22 to United Way of Blair County, effective April 1, 2022.

This pass-through grant will be sent directly to the United Way under this grant agreement.

Discussion followed.

OLD BUSINESS

Second Amendment Sanctuary Referendum Intergovernmental Cooperation Agreement:

Continued discussion.

The Commissioners advised they have no comments at this time and are awaiting additional requested information.

Adjourn:

Meeting Adjourned,

Nicole M. Hemminger, Chief Clerk