

Lewistown, PA

July 7, 2016

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, July 7, 2016 at 9:00 a.m. In attendance were Commissioners Lisa Nancollas, Stephen Dunkle and Kevin P. Kodish; Chief Clerk Cathy Romig, Solicitor Steve Snook and Confidential Clerk George Welsh.

Joe Cannon of The Sentinel/County Observer was the only representatives present from the news media.

Guests present were Treasurer Debra Civitts; Co. Auditor Helen Kirk; Human Services Director Allison Fisher; Planning and Development Director William Gomes; Maintenance Director Sam Whiteman; Children and Youth Services Director Mackenzie Seiler; Dr. Richard Albright, Associate Dean of Academic Affairs, HACC; Jennifer Baar, Dean of Academic affairs, HACC; Dr. John Czerniakowski; Kay Hamilton, Chief Administrative Officer, Geisinger Lewistown Hospital; JoAnn Tate; Mary Shingler; Brett Rogers; Lucas Parkes, EADS Group; and Kylie Wakefield, Mifflin County High School.

The meeting was called to order at 9:05 a.m. by Chairman Nancollas.

I. *The Invocation was given by Commissioner Kodish.*

II. *The Pledge of Allegiance was said by all present.*

III. Approval of Minutes:

Motion was made by Commissioner Kodish to accept the minutes of the Regular Meeting of June 16, 2016. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #110035 to 110310 and EFTs #21852 to 21940 in the amount of \$974,987.25

2. Payroll Account: Cks. #77144 to 77187 and Direct Deposit Advices #7964 to 8392 in the amount of \$686,626.80

3. 911 Account:

Cks. # 51220-51227 and EFTs #20237-20245 - \$23,109.66

4. LEPC Account:

Cks. #1330-1334 in the amount of \$3,626.36

5. Liquid Fuels:

Ck. #1619 in the amount of \$1,000.00

6. Liquid Fuels Act 89:

EFT #8036 in the amount of \$29.21

7. CDBG:

Cks. #379-381 in the amount of \$19,974.00

Motion was made by Commissioner Kodish to approve payment of bills as listed above. Seconded by Commissioner Dunkle. The motion was unanimously approved.

V. Treasurer's Report: 06/15/2016 to 07/05/2016

<i>General Account Starting Balance</i>		\$ 10,799,488.99
<i>Deposits – Receipts #82073-82461</i>		833,400.45
<i>Interest</i>		5,359.95
<i>Voided Check</i>		42.00
	<i>Total Debits</i>	\$ 838,802.40
<i>Bills Paid – Cks. #110035-110310</i>		
<i>EFTs #21852-21940</i>		\$ 974,987.25
<i>Transfer to Payroll – Cks. #77144-77168</i>		
<i>DD #7964-8392</i>		686,626.80
<i>Adjustment</i>		85.16
	<i>Total Credits</i>	\$ 1,661,699.21
<i>Ending Balance – Interest @ 0.600%</i>		\$ 9,976,592.18
<i>Liquid Fuels</i>	<i>0.600% @ JVB</i>	520,024.66
<i>Liquid Fuels – Act 89</i>	<i>0.100% @ JVB</i>	169,403.29
<i>911 Telephone Account</i>	<i>0.600% @ JVB</i>	574,504.27
<i>911 Wireless Telephone Account</i>	<i>0.100% @ JVB</i>	409,946.21
<i>Capital Reserve Account</i>	<i>0.59% @ JVB</i>	
	<i>General Account Funds</i>	
	<i>Total Capital Reserve</i>	\$ 184,527.49

Motion was made by Commissioner Dunkle to accept the Treasurer’s Report as received, subject to audit. Seconded by Commissioner Kodish. The motion was unanimously approved.

VI. Meetings and Events:

Chairman Nancollas:

Emergency Food and Shelter Meeting: There was a board created. The State is behind two years on emergency food and shelter funding.

Housing Authority Meeting

Fire Companies Meeting: Steve and I met with the fire companies to improve communications between the counties and the fire companies.

Congressman Marino Meeting: Concerning legislation for mental health.

Local Works Data Base: All three Commissioners.

Planning Commission Meeting: All three Commissioners attended.

Joinder Meeting: New roads.

LEPC Meeting: We are updating the By-Laws.

Commissioner Dunkle:

Mifflin County Airport Authority: All State subcontractors spraying for gypsy moth but one were excellent and complied with the Airport rules and regulations. One subcontractor decided to take some liberties. The policy is if you use the Mifflin County Airport, you can go ahead and bring your own fuel truck to fuel your planes but then when leaving the fuel tanks are filled to capacity with fuel sold by the Airport. One company circumvented that and were also non-responsive with giving the number of take-offs and landings. With the use of a little bit of political muscle, it appears that they have brought themselves into compliance.

Local Works Data Base: This was established in 2007. It replaced the old manual paper system we had in place. Now the system from 2007 is in need of replacement. This is a tool used by the criminal justice system including District Attorney, Probation, Local Law Enforcement Officers and Constables.

Planning Commission Meeting:

County Extension Meeting: When Penn State decided to leave the Extension Office was in a bind. This meeting was to explore options to find housing for the office.

Court Security Meeting: We are in the process of purchasing a new high resolution x-ray machine for the lobby of the courthouse here. The machine we have now is quite old and is on its last legs. Through the State AOPC, they will be able to provide the bulk of the funding for this machine. We should receive \$21,500.00 of the total cost of the machine which is \$25,000.00. The funding deadline is Friday of this week.

Prison Board Meeting

Operation Fairness

Commissioner Kodish:

PIMCC Board: Costs for Prison operation.

Regional Services Corporation Board

Library Board

Solid Waste Authority Board:

Planning Commission Meeting

Community Services Block Grant Board

Prison Board: Medical Operations

Regional Services Corporation Personnel Committee: We are interviewing candidates for the Board.

VII. Public Comment:

Ms. Kirk: I have concerns about the Clean and Green Program. If a property is in the Clean and Green Program they should not be running a business. The acres should not be in Clean and Green. They are making their living off of that and they are getting a discount on their taxes, which is not fair to the other people.

Commissioner Dunkle: That is a good point Helen.

Chairman Nancollas: We are going to be addressing Clean and Green because people do not understand this and we are getting a lot of requests. Kevin is going to be writing an article about Clean and Green.

VIII. Old Business: None

IX. New Business:

A. Request for exonerations of 2016 county portion per capita taxes:

- *Linda Marks, Armagh Township Tax Collector – 2*
- *Erin Anewalt, Lewistown Borough Tax Collector – 63*

Motion was made by Commission Dunkle to approve the Request for Exonerations of 2016 county portion per capita taxes. Seconded by Commissioner Kodish. The motion was unanimously approved.

- B. *Request for exoneration of rollback taxes for parcel 17,16-100H and relive Harry Clever, Director of Tax Claim, from collecting this tax – county portion \$4,547.21*

Motion was made by Commissioner Kodish to approve the Request for exoneration of rollback taxes for parcel 17,16-100H. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- C. *Request for exoneration of rollback taxes for parcel 16,41-210 and relive Treasurer Debra Civitts from collecting this tax – county portion \$3,468.37*

Commissioner Kodish: This was voided by the Courts – order from the Judge.

Motion was made by Commissioner Kodish to approve the Request for exoneration of rollback taxes for Parcel 16,41-210. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- D. *County Human Services Plan Assurance of Compliance for the Fiscal year 2016-2017*

Ms. Fisher: This is the agreement with the State to receive our Human Services funds.

Motion was made by Commissioner Kodish to approve the County Human Services Plan Assurance of Compliance. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- E. *Post-Secondary Education in Mifflin County – Harrisburg Area Community College:*

- *Jennifer Baar, Dean of Academic Affairs*
- *Dr. Rick Albright, Associate Dean of Academic Affairs*
- *Kay Hamilton, Chief Administrative Officer, Geisinger Lewistown Hospital*
- *Dr. John Czerniakowski*

Chairman Nancollas: First, I want to thank Steve Dunkle, John Czerniakowski and Dave Filson. Thank you for bringing HACC to our community and never giving up on our community and educating our kids. I hope this community realizes how important this is.

Commissioner Kodish: I just want to thank the Harrisburg Area Community College for coming here and making an investment in Mifflin County. You are filling an important void. I thank Kay Hamilton and Geisinger for providing rooms to get us off the ground, John, a tireless worker for years and years. This opens more doors for more of our county youth. It will be a humble beginning with a couple of courses, but I hope it grows into something we all can be very proud of.

Commissioner Dunkle: Thank you, it is my pleasure to introduce to you four individuals. Shortly after we were in office, we received the devastating news that Penn State was pulling out of our community. Today, we are here to announce that we have a wonderful new partner and that is the Harrisburg Area Community College. I want thank two people, Dave Filson and John Czerniakowski.

Ms. Hamilton: When we heard the news about Penn State, we were in awe not only about the school of nursing but also the opportunity of people to go to school. We came up with a Plan B that will give the residents more opportunities. This came together very quickly, after we got together and figured out how to do this. We are going to keep plugging away. I am very thrilled about it for the community and school. It will give the employees a better opportunity as well as the employer a better opportunity. So we are very excited.

Ms. Baar: On behalf of HACC, we are so excited that we will be coming up and offering classes. We are going to start with Nursing this fall and grow from there. We will be offering an information session for students. Thank you.

Dr. Albright: We appreciate the commitment of the commissioners and others. John and Kay have been great partners to work with. Thank you.

Dr. Czerniakowski: It is hard to say something that captures the moment. The importance of higher education cannot be overstated. Kay and I worked together and had many conversations and disappointments along the way. We always thought that this county had plenty of potential. I think someday we will see a great partnership grow. Thank you and I wish you the best.

Chairman Nancollas: Thank you. Please keep in touch with us.

Commissioner Dunkle: We are indebted to you. This is a monumental day for Mifflin County. Economical development is a brother to education also to community development. In recognition of Kay, the nursing school didn't just happen. Behind every good important project is a person that drives that. We owe a great deal to Kay because she made that happen.

Commissioner Kodish: I am glad HACC has invested in us. We will continue to work with them in the future.

F. Application for County Aid – 2016 Liquid Fuels Allocation:

- McVeytown Borough - \$1,000.00*
- Granville Township - \$6,337.46*

Motion was made by Commissioner Dunkle to approve the Applications for County Aid. Seconded by Commissioner Kodish. The motion was unanimously approved.

G. Mifflin County Domestic Relations Constable Agreement with Christopher Gerwick, Lewistown, PA for the period April 1, 2016 through September 30, 2020.

Motion was made by Commissioner Dunkle to approve the Mifflin County Domestic Relations Constable Agreement with Christopher Gerwick. Seconded by Commissioner Kodish. The motion was unanimously approved.

H. Mifflin County Domestic Relations Constable Agreement with Council Nedd II, Pine Grove Mills, PA for the period June 1, 2016 through September 30, 2010.

Motion was made by Commissioner Kodish to approve the Mifflin County Domestic Relations Constable Agreement with Council Nedd II. Seconded by Commissioner Dunkle. The motion was unanimously approved.

I. Agreement with Constellation NewEnergy, Inc. for electricity for county owned meters for a period of 47 months

Motion was made by Commissioner Dunkle to approve the Agreement with Constellation NewEnergy, Inc. upon Solicitor approval. Seconded by Commissioner Kodish. The motion was unanimously approved.

J. Resolution No.; 25 of 2016 adopting the subdivision and land development review fees starting September 01, 2016

**RESOLUTION NO. 2016-25
AMENDMENT TO RESOLUTIONS NO. 03-2, 04-20 AND 2010-32
MIFFLIN COUNTY SUBDIVISION AND LAND DEVELOPMENT REVIEW FEES**

WHEREAS, the Mifflin County Board of Commissioners has enacted a Subdivision and Land Development Ordinance for administration in the municipalities of Mifflin County that have no such municipally adopted regulations; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as from time to time amended and reenacted, requires the County to review all applications for subdivisions and/or land developments located in municipalities having enacted a local subdivision and land development ordinance; and

WHEREAS, the Mifflin County Board of Commissioners has delegated the responsibility for administration and enforcement of the Mifflin County Subdivision and Land Development Ordinance to the Mifflin County Planning Commission and Planning and Development Department; and

WHEREAS, the Mifflin County Planning and Development Department incurs certain expenses carrying out the administration of the County Subdivision and Land Development Ordinance.

NOW THEREFORE BE IT RESOLVED, that the Mifflin County Planning Commission and Planning and Development Department in the administration of the Mifflin County Subdivision and Land Development Ordinance shall utilize the following schedule of fees for all plans, both County and Municipal:

Minor Subdivision Plans

1 to 2 Lots	\$125
3 to 4 Lots	\$160
5 to 6 Lots	\$195

Lot Line Adjustments and Lot Additions

Lot Line Adjustments and Lot Additions	\$90 plus \$10 per lot (includes the residue)
--	---

Major Subdivision Plans*

7-10 Lots	\$250 plus \$10 per lot/unit
11-15 Lots	\$300 plus \$10 per lot/unit
16+ Lots	\$325 plus \$10 per lot/unit
Final Plan	\$175 plus \$10 per lot/unit

** Includes Planned Residential Developments and Traditional Neighborhood Developments*

Land Developments

Residential, Preliminary and Preliminary/Final	\$140 plus \$10 per lot/unit
Non-Residential, Preliminary and Preliminary/Final	
Under 2,000 square feet**	\$100
2,000 – 4,999 square feet**	\$125
5,000 – 9,999 square feet**	\$175
10,000 – 19,999 square feet**	\$250
20,000 – 34,999 square feet**	\$350
35,000 – 50,000 square feet**	\$450
Over 50,000 square feet**	\$450 Base plus \$6 for each 1,000 square feet over 50,000
Residential, Final	\$100
Non-Residential, Final	\$150
	B.

*** Square feet equivalent to gross floor area*

Subdivision and Land Development Plans

Previously Reviewed Plan (for additional review)	\$100
Previously Approved Plans (minor alterations not requiring in depth review)	\$100

Additional Review Fees: The applicant shall reimburse the Mifflin County Planning Commission for all reasonable and necessary charges by the Mifflin County Planning Commission engineer, solicitor or consultant for review of improvements or development designs. All engineering, legal or consulting fees shall be in accordance with the ordinary and customary charges by the Planning Commission engineer, solicitor or consultant for similar service in the County, but in no event shall the fees exceed the rate or cost charged by the engineer, solicitor or consultant to the County when fees are not reimbursed or otherwise imposed on applicants. These additional review fees are applicable for all reviews, report reviews and County approval reviews. Plans will not be signed nor released for recording until all fees are paid in full.

Engineer Inspection Fees: Where improvements are required by the Mifflin County Planning Commission to be installed, as a condition of final approval of a subdivision or land development plan, said improvements must be inspected by the Planning Commission engineer upon completion. The applicant shall reimburse the County for all reasonable and necessary expenses associated with the inspection of required improvements by the Planning Commission engineer.

ENACTED AND ORDAINED the twenty-third day of January 2003, by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective on the date of enactment.

AMENDED the second day of December 2004, by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective on the date of amendment.

AMENDED this second day of December 2010, by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective January 1, 2011.

AMENDED this seventh day of July 2016 by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective September 1, 2016

Motion was made by Commissioner Kodish to approve Resolution No. 25 of 2016. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- K. Professional Services Agreement – Amendment No. 1 for the Boat Launch Project with EADS, Altoona, PA not to exceed \$3,400.00*

Motion was made by Commissioner Kodish to approve the approve the Professional Services Agreement Amendment No.1. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- L. Resignation of Leslie Hoye from Fiscal Supervisor in the Children and Youth Department effective July 8, 2016*

Motion was made by Commissioner Kodish to reluctantly accept the Resignation of Leslie Hoy. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- M. Purchase of Service Agreements for use, if needed, by Children and Youth:*

- Adelphoi Village, Latrobe, PA*
- New Passages, Inc., Harrisburg, PA*
- Fun Unleashed, State College, PA*
- Mary Davis, MD, Lancaster, PA*

Motion was made by Commissioner Kodish to approve the Purchase of Service Agreements. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- N. Purchase of Service Agreement with Leslie Hoye, Lewistown, PA for a Fiscal Consultant for a fee of \$70.00 per hour*

Motion was made by Commissioner Kodish to approve the Purchase of Service Agreement with Leslie Hoye. Seconded by Commissioner Dunkle. The motion was unanimously approved.

- O. Agreement with Avantco International, Inc., Fairfax, VA for the Child Accounting and Profile System (CAPS) application service for the purpose of county related business support for the period July 1, 2016 through June 30, 2017 - \$26,241.60/year*

Motion was made by Commissioner Dunkle to approve the Agreement with Advanco International, Inc. Seconded by Commissioner Kodish. The motion was unanimously approved.

- P. Agreement with Avanco International, Inc., Fairfax, VA for fiscal report updates for a fee of \$1,071.43*

Motion was made by Commissioner Dunkle to approve the Areegment with Avanco International, Inc. Seconded by Commissioner Kodish. The motion was unanimously approved.

Q. Hiring of David Swanger for Part-time LPN at the Correctional Facility effective June 30, 2016

Motion was made by Commissioner Kodish to approve the hiring of David Swanger. Seconded by Commissioner Dunkle. The motion was unanimously approved.

R. Hiring of Mackenzie Veet for a caseworker position in the Children and Youth Department effective July 25, 2016

Motion was made by Commissioner Kodish to approve the hiring of Mackenzie Veet . Seconded by Commissioner Dunkle. The motion was unanimously approved.

X. Adjournment

With no other business on the agenda, Chairman Nancollas adjourned the meeting at 9:55 a.m.

Secretary

ATTEST:

Chief Clerk