

Lewistown, PA

October 5, 2017

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, October 5, 2017 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr.; Solicitor Stephen Snook; Chief Clerk Cathy Romig and Fiscal Affairs Assistant Angela Shuey.

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

Guests present: Auditor Helen Kirk; Director of Elections and Voter Registration Zane Swanger; Housing Rehabilitation Specialist Doug Marks; Public Safety Director Phil Lucas; Treasurer Deb Civitts; Solicitor Stephen Snook; Director of Tax Services Harry Clever; Director of GIS Laura Simonetti; Chief Assessor Merry Bratton; Planning and Development Assistant Director James Lettiere; Crime Victim Services Coordinator Jami Glick; Human Services Department Head Allison Fisher; Doug Cramer, The Abuse Network; Rhonda Moore and Kasey Johnson, Juniata Valley Chamber of Commerce; Cindy Sunderland, Mifflin-Juniata Area Agency on Aging; Garren Wolfgang and Cody Yetter from MCTV.

The meeting was called to order at 9:00 a.m. by Chairman Kodish.

I. Invocation: *The Invocation was given by Commissioner Dunkle.*

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

III. Approval of Minutes:

Motion was made by Commissioner Dunkle to accept the minutes of the Regular Meeting of September 21, 2017. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #116039 to 116199 and EFTs # 23363-23375 in the amount of \$3,519,705.85

2. Payroll Account

Cks. #77910 to 77935 and Direct Deposit Advices #15358 to 15598 in the amount of \$468,820.57

3. CDBG Account

Cks. #1358, 1360 and 1361 in the amount of \$15,980.63

4. CDBG Home Account

Ck. #402 in the amount of \$2,150.60

5. 911 Account

Cks. #51401 to 51405 and EFTs #20382 to 20384 in the amount of \$7,320.56

6. Liquid Fuels Act 89 Account:

EFT #8095 in the amount of \$50.51

Motion was made by Commissioner Postal to approve payment of bills as listed above. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

V. Treasurer's Report:

**TREASURER'S REPORT
09/20/2017-10/03/2017**

General Account Starting Balance **\$1,614,112.53**

DEBITS

Deposits Receipts #88499-88632	475,486.01
Transfer from Capital Reserve	3,000,000.00
Transfer from 911	0.00
Adjustment	0.00
Interest	2,051.66
Voided Check	0.00
TOTAL DEBITS	\$3,477,537.67

CREDITS

Bills Paid CK #'S 116039-116199, EFT'S # 23363-23375	3,519,705.85
Transfer to Payroll DD 15358-15598 & CKS 77910-77935	468,820.57
NSF CKS	45.00
TOTAL CREDITS	\$3,988,571.42

Ending Balance (Interest @ 01.320% as of 10/03/2017) **\$1,103,078.78**

Liquid Fuels

Invested at JV Bank @ 01.320% as of 10/03/2017 **\$397,166.77**

Liquid Fuels - Act 89

Invested at JV Bank @ 01.320% as of 10/03/2017 **\$246,147.63**

911 Telephone Account

Invested at JV Bank @ 01.320% as of 10/03/2017 **\$2,111,854.85**

LEPC

Invested at JV Bank @ 01.320% as of 10/03/2017 **\$10,067.87**

Capital Reserve Account

Invested at JV Bank @ 01.320% as of 10/03/2017 **6,717,383.46**

Report Subject to Audit

Motion was made by Commissioner Postal to accept the Treasurer's Report as received, subject to audit. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

VI. Meetings and Events:

Chairman Kodish:

JVBDS Executive Committee
Prison Board
CARS Board
Juniata River Valley Tourism Board
Communities that Care Annual Luncheon
Philips Ultrasound Facility Expansion Dedication
SEDA-COG Board
Hazard Mitigation Plan

*Budget Meetings
Governor's Northeast Regional Office – Economic
Development
Success Together – Economic and Community
Development
Planning Commission
Meeting with architect regarding Courthouse Annex and
Black's Hospital properties
Airport Authority Picnic*

*Commissioner Dunkle: Budget Meetings
Success Together – Economic and Community
Development
Communities that Care Annual Luncheon
Mifflin County Parks and Recreation Council
Governor's Northeast Regional Office – Economic
Development
Hazard Mitigation
Planning Commission
Penn State Ag Extension
Prison Board
Meeting with architect regarding Courthouse Annex and
Black's Hospital properties
Airport Authority Picnic*

*Commissioner Postal: Budget Meetings
Success Together - Economic and Community Development
Governor's Northeast Regional Office – Economic
Development
Human Services
Prison Board
Meeting with architect regarding Courthouse Annex and
Black's Hospital properties
Human Services with Blair and Juniata Counties
Penn State Ag Extension and attendance at Donor
Appreciation Banquet
SEDA-COG Natural Gas Cooperative
Philips Ultrasound Facility Expansion Dedication
Juniata Valley Behavioral Health
Airport Authority Picnic
Communities that Care Annual Luncheon
Planning Commission*

Announcements: Chairman Kodish announced that there will be a pinning ceremony for Vietnam Veterans on October 19, 2017 and all Vietnam Veterans are invited to attend. They can call our Veteran's Affairs department at 717-248-6421 to register. Also, on November 9, 2017, we will have a Veteran's Day Parade. Community members are encouraged to participate in the parade. For anyone interested in participating, they may contact the Parade Coordinator, Alan Sunderland at asunderland@mifflinco.org.

VII. Public Comment:

Helen Kirk, County Auditor – Ms. Kirk said that she has had many questions from the public regarding what will be done with the funds remaining after the upcoming murder trial is complete. Ms. Kirk thinks it would be beneficial for the Commissioners to make the public aware of what will be done with any residual funds. Chairman Kodish mentioned that there could be an appeal to any verdict, there could be another murder trial next year,

healthcare costs have continued to increase, etc. The funds will be detailed in the final budget.

VIII. New Business:

A. Proclamation designating October as Domestic Violence Awareness Month:

Proclamation

WHEREAS, individuals and communities across the Commonwealth are committed to working towards a society free of domestic violence; and

WHEREAS, domestic violence, which can be physical, sexual, emotional or economic abuse, does not discriminate based on gender, race, religion, sexual orientation, gender identity, disability or socio-economic status; and

WHEREAS, 1 in 4 women and 1 in 7 men have been the victim of severe physical violence by an intimate partner; and

WHEREAS, studies show that children are adversely affected when they witness or experience violence in their homes. The fear of retribution and feelings of guilt and self-blame often prevent victims from seeking services for themselves or leaving abusive relationships; and

WHEREAS, the effects of domestic violence can be tremendously costly. Men and women who experience domestic violence often experience frequent headaches, chronic pain, difficulty with sleeping, activity limitations, poor physical health and poor mental health; and

WHEREAS, our youth, transgender and disabled communities, including those who are deaf, are experiencing significantly higher rates of victimization across the state than other people; and

WHEREAS, through public awareness, the County of Mifflin seeks to assist The Abuse Network in supporting survivors and promoting safe and healthy relationships and communities among all County and Commonwealth citizens,

THEREFORE, We, The Commissioners of Mifflin County, do hereby proclaim the month of October, to be **Domestic Violence Awareness Month** and urge all citizens of the County and Commonwealth to take cognizance of this event and participate fittingly in its observance.

Proclaimed this 5th day of October, 2017

Motion was made by Commissioner Postal to approve the Proclamation request. Seconded by Commissioner Dunkle. The motion was unanimously approved.

Mr. Cramer was in attendance to accept the proclamation. He briefly mentioned that The Abuse Network serves victims of domestic violence and sexual assault in Mifflin, Juniata and Huntingdon counties. They serve 450 new victims every year. They strive to make the situation better for said victims. They are currently working on several projects throughout the county including the installation of 102 purple flags in the Five Points fountain area. These flags represent the 102 victims in Pennsylvania who died as a result of domestic violence last year.

B. Proclamation recognizing and commending the Penelec Lewistown District employees for their safety milestone achievement.

Proclamation

WHEREAS, the homes and businesses of Mifflin County are powered by thousands of miles of electrical transmission and distribution lines and dozens of electrical substations, much of which are constructed,

repaired and maintained by the dedicated employees of the Lewistown District of Pennsylvania Electric Company (Penelec); and

WHEREAS, the electrical transmission and distribution system must be maintained 24 hours per day, 7 days per week, and 365 days per year; and

WHEREAS, the Penelec Lewistown District employees work in hazardous situations in adverse conditions – often in less than ideal weather conditions – to ensure that safe, reliable energy is delivered to Mifflin County homes and businesses; and

NOW THEREFORE BE IT RESOLVED, the Commissioners of Mifflin County desire to publicly recognize and commend the fine work of the Penelec Lewistown District employees for attaining the significant safety milestone of working one year without an Occupational Safety and Health Administration (OSHA) injury and a motor vehicle accident – simply put, this means that for the past year each and every Penelec Lewistown District employee returned home safely to their families at the end of each and every shift – and thank them for their continuing work and dedication to the residents of Mifflin County.

Proclaimed this 5th day of October, 2017

*Motion was made by Commissioner Dunkle to approve the Proclamation request.
Seconded by Commissioner Postal. The motion was unanimously approved.*

Penelec has an upcoming event where this proclamation will be presented.

C. Proclamation acknowledging the contributions of Dennis Robinson upon his retirement from SEDA-Council of Governments after 44 years of service.

Proclamation

A Proclamation of Mifflin County, Commonwealth of Pennsylvania, acknowledging the contributions of Dennis Robinson upon his retirement from SEDA-Council of Governments after 44 years of service.

WHEREAS, the Mifflin County Board of Commissioners wishes to honor Dennis Robinson upon his retirement as Executive Director of SEDA-Council of Governments (SEDA-COG) after 44 years of dedicated service; and

WHEREAS, Mr. Robinson began his tenure with SEDA-COG in 1973 and served as its Executive Director for 39 years, and under his leadership, the organization partnered with federal, state, and local agencies to create or support 93,000 jobs, weatherize 37,000 homes, construct more than 240 apartments for senior housing, and complete over 1,000 public infrastructure and community facility projects; and

WHEREAS, Mr. Robinson was honored with the John D. Whisman Vision Award by the Development District Association of Appalachia and a Top 100 People award by *Pennsylvania Business Central*; and

WHEREAS, throughout his career, he demonstrated knowledge, ability, and integrity in carrying out his many responsibilities, thus earning the respect and gratitude of all those who received the benefit of his devotion to duty; and

WHEREAS, over the past 44 years, Mr. Robinson has consistently advocated for and advanced economic and community development in the SEDA-COG region, resulting in improved quality of life.

NOW THEREFORE, BE IT RESOLVED that the Mifflin County Board of Commissioners congratulates Dennis Robinson upon his hard-earned retirement, and heartily recognizes and thanks him for his deep-held compassion for people, his consistent integrity, and his outpouring of spirit and work for the region for these many years. The Board wishes him a happy and fulfilling future; and

BE IT FURTHER RESOLVED that this citation be presented to Dennis Robinson at the next SEDA-COG Board of Directors' meeting.

APPROVED by the Mifflin County Board of Commissioners at their regular meeting held on October 5, 2017.

Motion was made by Commissioner Postal to approve the Proclamation request. Seconded by Commissioner Dunkle. The motion was unanimously approved.

D. Proclamation designating October 2017 as Local Chamber of Commerce Month

**PROCLAMATION
OCTOBER 2017 IS LOCAL CHAMBER OF COMMERCE MONTH**

WHEREAS, Mifflin County recognizes October as Local Chamber of Commerce Month; and

WHEREAS, the Juniata River Valley Chamber of Commerce works every day to support area businesses and secure new opportunities for economic growth; and

WHEREAS, the Juniata River Valley Chamber of Commerce plays a critical role in supporting the needs of our vibrant business community, and are essential to the County's continued economic growth and advancement; and

WHEREAS, the strength of local business is dependent on the support of the community; and

WHEREAS, the Juniata River Valley Chamber of Commerce is partners with both the community and local businesses in Mifflin County; and

WHEREAS, the Juniata River Valley Chamber of Commerce tirelessly promotes and supports Mifflin County;

NOW THEREFORE, the County Commissioners of Mifflin County do hereby proclaim October 2017 to be Local Chamber of Commerce Month. We urge all businesses and community members to take advantage of the resources available from the Juniata River Valley Chamber of Commerce and to celebrate the Chamber of Commerce for their contributions.

Proclaimed this 5th day of October 2017

Motion was made by Commissioner Postal to approve the Proclamation request. Seconded by Commissioner Dunkle. The motion was unanimously approved.

Ms. Moore was in attendance to accept this proclamation. Ms. Moore has worked with the Chamber of Commerce for 14 years with the last year spent as Executive Director. Next year marks the 100th anniversary of the Chamber of Commerce, and they have many events planned to celebrate that milestone.

Recess Public Meeting

- *Public hearing for the Mifflin County FFY 2017 Community Development Block Grant Program*

Reconvene Regular Meeting

E. Resolution No. 30 of 2017 authorizing the Federal Fiscal Year 2017 Community Development Block Grant Application for Mifflin County and on Behalf of Lewistown Borough, Brown, Derry and Granville Townships.

Motion was made by Commissioner Postal to approve Resolution No. 30 of 2017. Seconded by Commissioner Dunkle. The motion was unanimously approved.

F. Resolution No. 31 of 2017 Restating a Fair Housing Policy

Mr. Lettiere indicated that we are required under the Federal Fair Housing Act and the Civil Rights Act of 1968 to annually restate a fair housing policy adopted by the County Commissioners. We are obligated to conduct a new fair housing activity each year. Our involvement in the housing coalition monthly meetings is our new activity this year. We are also required to publicize the availability of a fair housing officer, who is our Chief

Clerk. The Pennsylvania Human Relations Commission and the U.S. HUD are other resources people can contact regarding fair housing.

Motion was made by Commissioner Dunkle to approve Resolution No. 31 of 2017. Seconded by Commissioner Postal. The motion was unanimously approved.

G. Resolution No. 32 of 2017 Restating the Minority and Women's Business Enterprise Plan and Section 3 Plan

Mr. Lettiere mentioned that when we go to bid for projects we are required to have goals to secure MBE, WBE and Section 3 firms. Our goal for MBE participation level is 5%, WBE is 3% and Section 3 is 10%. This language is contained in all of our bid documentation and there is a regional solicitation for these firms done by Mr. Marks in various surrounding counties including Mifflin, Juniata, Dauphin, Perry and Snyder. This resolution restates those goals.

Motion was made by Commissioner Postal to approve Resolution No. 32 of 2017. Seconded by Commissioner Dunkle. The motion was unanimously approved.

H. Authorization to purchase the materials for the Brown Township Woodland Road Waterline Project – L/B Water Services-piping \$9,437.85 and Glenn O. Hawbaker, Inc.-stone \$5,910.00

Mr. Marks stated that this project has been in the works for some time. It is being funded with Brown Township CDBG funds. Since we're in the overlap, with the start of the 2015 funds, it will be Mifflin County on behalf of Brown Township. It is a water line extension for residents of the Woodland Road/East Back Mountain Road area. Some time ago, these residents approached the township because they had contaminated wells due to the close proximity of neighboring septic systems. Brown Township and the Municipal Authority came together to explore a water line extension in that area. There is a nearby public water reservoir in the Cooper's Gap area. This will be an extension off of that line. With the CDBG money we will be purchasing materials and giving rental reimbursement costs to the Municipal Authority of the Borough of Lewistown (MABL) who will be installing the line. A majority of the funds will come out of Brown Township, but some may need to come from our 2015 funding, which is county funding on behalf of Brown Township. This project is a material purchase and therefore we can use COSTARS dealers. It is a dealer throughout the State that is an authorized public purchasing system. The first COSTARS dealer is L/B Water Services out of Selinsgrove who will provide the piping and fittings at a cost of \$9,437.85. The second COSTARS dealer is Glenn O. Hawbaker, Inc. who will provide the stone at a cost of \$5,910.00. The Municipal Authority will haul the stone from the Glenn O. Hawbaker, Inc. Milroy quarry and will also be performing the labor and installation of the line. This project will provide the residents with safe public water.

Motion was made by Commissioner Postal to approve the purchase of materials for the Brown Township Woodland Road Waterline Project. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

I. Appointment of Stephen Zeigler, Reedsville, PA to the Airport Authority for a five-year term expiring December 31, 2022.

Motion was made by Commissioner Dunkle to appoint Stephen Zeigler. Seconded by Commissioner Dunkle. The motion was unanimously approved.

J. Operation Fairness Update

Ms. Simonetti mentioned that Operation Fairness is a two-part project. The first part was the Census project that was completed last year. The Census project entailed identifying residents not currently on the per capita tax lists. In total, about 2,300 residents were added. The second part of Operation Fairness was the Pictometry project. This involved gathering aerial imagery to document any changes to properties within the County. After the imagery was processed, each property was systematically

reviewed by the GIS Department, Tax Services and the Commissioner's Office to compare the actual property to the property card. The discovery portion begins in GIS where differences are identified. From there, a field assessor from Tax Services goes to the property in person to identify any changes that have been made in relation to what the tax card states. This is ultimately done to make a fair, accurate tax billing and a more valid revenue stream. There were many additional structures identified in the County. There were also many structures that were removed from the tax cards because they had been torn down. The project began in Menno Township and has continued through Union Township, Burnham Borough, Juniata Terrace Borough, Kistler Borough and Newton Hamilton Borough. Brown Township is partially complete at this point. To date, revenue is up between the county, municipalities and the school district by about \$108,000. A major part of this project involved educating the local officials. Before this project began, the GIS department met with the township supervisors and explained the process to them. They then followed up with the supervisors after the process was complete in the respective municipalities to discuss the results. Ms. Simonetti mentioned that they explained the use of permits and encouraged citizens to come and ask questions about their tax bills. Overall, she reports that this has been a very positive project.

Commissioner Postal added that this project started in 2016 and will run through 2019. He noted that we've already netted over \$100,000, of which the county gets approximately \$35,000, the municipalities get about one-third and the school district gets about 60%. Out of the 16 municipalities, we have six completed.

Ms. Simonetti offered that several of the six municipalities completed were very small boroughs. As the project continues, the field assessors will be working when the weather is favorable to do so. She was sure to note that no tax information has been changed after review of the aerial imagery alone. Anything that is flagged as having a difference requires a field visit to verify. She again encouraged people to come in and ask questions about their property.

Commissioner Postal had one additional question about people getting reductions in their tax bill. He asked if the reduction happened automatically or if it had to be appealed. It was then mentioned by a member of tax services that the bill would be reduced automatically.

Commissioner Dunkle thanked Ms. Simonetti for her leadership throughout this project. He mentioned that Ms. Simonetti has done an excellent job coordinating this from the beginning. He also said that this is a very important project for the county. All taxpayers will benefit because properties with improvements are now being picked up when they weren't being taxed before.

K. Grant agreements for the Permanent Supportive Housing Program for the period October 1, 2017 through September 30, 2018.

a. Shelter Services	Operating Costs	\$61,847.00
b. Clear Concepts Counseling	Supp. Svcs/Case Mgmt	\$17,197.00
c. Mifflin-Juniata Human Svcs	Administration	<u>\$ 4,872.00</u>
		\$83,916.00

Ms. Fisher mentioned that this is a renewal that is done every two years for the Permanent Supportive Housing Program.

Motion was made by Commissioner Dunkle to approve the grant agreement. Seconded by Commissioner Postal. The motion was unanimously approved.

L. Medical Assistance Transportation Program (MATP) Grant agreement and allocation for the fiscal year 2017/2018 - \$488,299.00

Ms. Fisher added that this is the annual renewal of the program. This is a pass-through grant for the Call-A-Ride Service that we provide administration for at the County level.

Motion was made by Commissioner Dunkle to approve the grant agreement. Seconded by Commissioner Postal. The motion was unanimously approved.

M. County Human Services income and expenditures report for fiscal year 2016/2017

Ms. Fisher mentioned that this is the yearly filing with the Department of Human Services for how the HSDF and HAP funds were spent in Mifflin County. These filings can be reviewed by contacting Ms. Fisher.

Motion was made by Commissioner Postal to approve the income and expenditures report. Seconded by Commissioner Dunkle. The motion was unanimously approved.

N. Authorize the Treasurer to invest \$3,000,000.00 in a 13-month certificate of deposit (CD) account at First National Bank

Chairman Kodish added that these are funds in our capital reserve account that we were able to secure a much higher interest rate by investing in this short-term CD.

Motion was made by Commissioner Dunkle to authorize the purchase of a 13-month CD at First National Bank. Seconded by Commissioner Postal. The motion was unanimously approved.

O. Hazard Mitigation Application

Mr. Lucas requested authorization to apply for a federal grant which would be a competitive application for hazard mitigation plan updates. It will involve a consultant reaching out to the different communities throughout the County to identify where we can reduce risks/hazards. This is a competitive grant that consists of 75% from the Federal government and a 25% match for which we would use local efforts. We are required to update our hazard mitigation plans every five years. This grant would be to provide the update in 2019. The most significant part of the plan permits municipalities to be eligible to receive federal funding in the event of a disaster. Without the plan, we would not be eligible. It would be somewhere in the range of \$30,000.00 to \$50,000.00. Application will need to be done by October 16, 2017. We won't hear back from the Federal government until next year. We would have about a year and a half to complete the work.

Motion was made by Commissioner Dunkle to approve the Hazard Mitigation Application. Seconded by Commissioner Postal. The motion was unanimously approved.

P. Grant Application for Victims of Crime Act (VOCA) for the period April 1, 2018 through September 30, 2020 totaling \$62,474.00

Ms. Fisher mentioned that this is a competitive grant to expand and enhance the current services offered to victims of crimes. This is separate from the annual VOCA. This grant would increase staff hours, increase public awareness of services and resources available, allow direct access to available services such as door and window repair and the installation of door locks. It would implement new services such as peer support groups. It will fill in gaps of service delivery and give victims access to private legal services. This will be a three-year grant running from April 1, 2018 through September 30, 2020. It will be used in agreement with the Abuse Network where we would receive 50% of the funding and The Abuse Network would receive the other 50%.

Motion was made by Commissioner Postal to approve the Grant Application. Seconded by Commissioner Dunkle. The motion was unanimously approved.

Q. Grant Application for Justice Involved Solutions (JIS) for the period January 1, 2018 through December 31, 2018 totaling \$85,569.00

Ms. Fisher discussed that this is an expansion of a grant they've already been doing. This would provide supportive housing through the master leasing program that we already support for six individuals. It would also provide mental health and substance abuse case management services to at least 40 JIS individuals. It would use the evidence-based program critical time intervention along with interactive journaling and

provide substance abuse treatment to 80 JIS persons beginning inside the Mifflin County Correctional Facility and continuing upon their release. It continues the meetings of the CJAB re-entry sub-committee and updates the CJAB re-entry strategic plan and provides attendance at statewide PA Re-entry Coalition meetings. It is also a collaborative process between many agencies in the community, such as JVBDS, the Drug and Alcohol Commission and our local CJAB.

Motion was made by Commissioner Dunkle to approve the Grant Application. Seconded by Commissioner Postal. The motion was unanimously approved.

R. Grant Application for Multidisciplinary Investigative Teams (MDIT) for the period January 1, 2018 through December 31, 2018 totaling \$23,049.00

Ms. Fisher said that the MDIT has been the Mifflin County DA office's lead agency for this effort and the Assistant DA has taken the lead on the meetings and protocol development. Mifflin County MDIT has been meeting regularly since 2014 and has made many efforts to establish written protocols for child abuse investigations, provides a forum for the discussion of specific child abuse cases and accesses educational opportunities related to child abuse investigation. Mifflin County currently does not have a child advocacy center within the region, so child abuse cases can be transported to Dauphin or Centre County if they need access to those resources. The goals and objectives of this project include establishing a program developing MDITs in the Commonwealth per the child protective services law by strengthening Mifflin County's MDIT process, improving the quality of those responses, seeking technical assistance and providing MDIT members with education through attendance at the International Child Abuse Symposium and applying for NCA affiliate membership. The overall anticipated outcome of this project is to have an MDIT team within the County that is educated on the most up to date functions and standards of MDITs based upon the national standards.

Chairman Kodish thanked Ms. Fisher for all of the work she and her department does. Ms. Fisher mentioned that there is a lead department on each one of these grants and she couldn't do it without their help.

Motion was made by Commissioner Postal to approve the Grant Application. Seconded by Commissioner Dunkle. The motion was unanimously approved.

S. Purchase of Service Agreements for use, if needed by Children and Youth

- Triad Treatment Specialists, Inc., Lancaster, PA*
- Robert J. Meacham, M.S. Williamsport, PA*

Ms. Bubb mentioned that Triad Treatment Specialists focus on counseling services with a focal point of recovery. Robert J. Meacham is used for psychiatric evaluations particularly focusing on attachments. These are both renewals of the Purchase of Service Agreements.

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

T. Personnel:

- Resignation of Bradley Smith from part-time Corrections Officer effective September 21, 2017*
- Resignation of Michael Bodley from part-time Corrections Officer effective September 29, 2017*
- Promotion of Katie Mumper from Caseworker II to Caseworker III in the Children and Youth Department effective October 9, 2017*

Motion was made by Commissioner Postal to accept the above personnel items. Seconded by Commissioner Dunkle. The motion was unanimously approved.

Commissioner Dunkle took a moment to commend the Courthouse employees and thank them for their hard work and dedicated service.

IX. Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 10:00 a.m.

Secretary

ATTEST:

Chief Clerk