

Lewistown, PA

August 30, 2018

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, August 30, 2018 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr.; Solicitor Stephen Snook, BMZ Law; Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey.

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

Guests present: County Treasurer Deb Civitts; MIS Director Nate Smitchko; Planning Director Bill Gomes; Housing Rehabilitation Specialist Doug Marks; Children and Youth Administrator Dana Bubb; Chief Probation Officer Todd Harpster; Planning Office Manager Chastity Fultz; Derry Township Manager, Kelly Shutes; Mifflin County Parks and Recreation Council Treasurer, Ron Napikoski; Brown Township Supervisor, Kay Hamilton; Menno Township Supervisor, Harold Johnson; Kari Coble, One Dog at a Time

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 August 16, 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #120363 to 120555 and EFTs # 24385 to 24405 in the amount of \$1,683,835.70

2. Payroll Account:

Cks. #78415 to 78437 and Direct Deposit Advices #20993 to 21231 in the amount of \$417,885.66

3. CDBG Account:

Cks. #1416 to 1419 in the amount of \$17,730.37

4. CDBG Home Account

Cks. #425 in the amount of \$1,650.00

5. 911 Account:

Cks. #51586 to 51593 and EFTs #20492 to 20494 in the amount of \$7,277.36

6. LEPC Account:

Ck. #1433 to 1434 in the amount of \$334.84

7. Liquid Fuels Act 89 Account:

EFT # 8071 in the amount of \$46.72

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

08/15/2018-08/28/2018

General Account Starting Balance	\$397,283.86
DEBITS	
Deposits Receipts #93107 – 93273	565,754.56
Transfer from 911	0.00
Transfer from Capital Reserve	1,653,253.36
Voided Check	15,310.26
Interest	0.00
TOTAL DEBITS	\$2,234,318.18
CREDITS	
Bills Paid CK # 120363-120555, EFT'S # 24385-24405	1,683,835.70
Transfer to Payroll CKS 78415-78437, DD 20993-21231	417,885.66
NSF CKS	0.00
Transfer to Act 137	0.00
TOTAL CREDITS	\$2,101,721.36
<u>Ending Balance (Interest @ 01.390% as of 08/28/2018)</u>	<u>\$529,880.68</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 08/28/2018	\$276,728.07
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 08/28/2018	\$222,769.91
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 08/28/2018	\$2,465,412.27
LEPC	
Invested at JV Bank @ 01.390% as of 08/28/2018	\$19,353.63
Local Use Tax	
Invested at JV Bank @ 01.390% as of 08/28/2018	78,161.91
Capital Reserve Account	
Invested at JV Bank @ 02.20% as of 08/28/2018	\$8,008,715.05
CERTIFICATE OF DEPOSIT	
Invested at FNB @ 1.75%	3,000,000.00
Report Subject to Audit	

Motion was made by Commissioner Postal to approve 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 Joinder Board*
- MC Library Board*
- Solid Waste Authority Board*
- MC Planning Commission*
- Mifflin-Juniata Human Services Quarterly Meeting*
- Meeting with Senator Corman*
- Meeting with Academy to Discuss Education Plans*
- Kish Bank Open House – Allensville Branch*

Commissioner Dunkle:

- JVBDS Joinder Board*
- Kish Bank Open House – Allensville Branch*
- Meeting with Jim Lettiere and Doug Marks from the Planning Department and Menno Township Supervisor Harold Johnson regarding Block Grants*
- Criminal Justice Advisory Board (CJAB)*
- Soil Conservation Meeting*
- MC Planning Commission Meeting*
- Mifflin-Juniata Human Services Quarterly Meeting*
- Meeting with Senator Corman*
- Meeting with Academy to Discuss Education Plans*

Commissioner Postal:

- Mifflin-Juniata Human Services Quarterly Meeting*
- JVBDS Sub-Committee – Interviews for the Administrator position*
- Meeting with Senator Corman*

VII. Public Comment:

Kari Coble, Granville Township spoke about her organization, One Dog At-A-Time (ODAAT). ODAAT is a rescue that deals with abused and neglected animals. She stressed the difficulties her rescue is facing with animal cruelty cases in our community. She feels there is a need for more resources for our local police departments and for the animal rescue organizations as well. She asked for support from the County in trying to control the animal cruelty and neglect issues we’re experiencing locally.

VIII. New Business:

- A. *Web Services Agreement with County Commissioners Association of Pennsylvania (CCAP)*

Mr. Smitchko explained that this is a service-level agreement that we receive from CCAP. It is sent on an annual basis to the Board of Commissioners for review. It includes the basic terms and conditions of the agreement and the support they offer for the County’s website. No changes have been made to the agreement for some time, so this will be the final document requiring signatures until any changes would warrant an updated agreement.

Motion was made by Commissioner Dunkle to approve the Web Services Agreement with County Commissioners Association of Pennsylvania. Commissioner Postal seconded the motion. The motion was unanimously approved.

B. *Request for exoneration of 2018 county portion per capita taxes:*

- *Lewistown Borough Tax Collector Erin Anewalt – 343*
- *McVeytown Borough Tax Collector Brooke Knable - 6*

Motion was made by Commissioner Postal to approve the requests for exoneration of the 2018 county per capita taxes. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

C. *Offer for Parcel No. 08,02-0209A-,000 located in Burnham Borough that is currently in repository for unsold properties - \$200.00*

Motion was made by Commissioner Dunkle to accept the offer for Parcel No. 08,02-0209A-,000 located in Burnham Borough currently in repository for unsold properties - \$200.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

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

- *Connellsville Counseling and Psychological Services, Connellsville, PA*
- *Rachel Jimenez, State College, PA*
- *Catholic Charities of the Diocese of Greensburg, Greensburg, PA*

Ms. Bubb briefly explained each provider and the services they offer.

Motion was made by Commissioner Postal to approve the purchase of service agreements. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

E. *Project modification for the Pre-Trial Program Grant to extend the deadline from September 30, 2018 to September 30, 2019*

Mr. Harpster discussed that this is a Pennsylvania Commission on Crime and Delinquency (PCCD) Grant that has a funding surplus. We are able to ask for an extension of the original grant to be able to obtain additional funding. This was a pilot grant and many times pilot programs spend less money at the beginning, leaving a surplus at the end of the grant term. The extension will allow access to roughly \$230,624.00 in remaining funds.

Motion was made by Commissioner Postal to approve the project modification for the Pre-Trial Program Grant to extend the deadline from September 30, 2018 to September 30, 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. *Project modification for the Juvenile Treatment Court Grant to extend the deadline from September 30, 2018 to December 31, 2018*

Mr. Harpster stated that this is similar to the grant situation discussed in Item E. Funding remains at the end of the grant, and we are able to ask for an extension to obtain some of that funding. This extension will be for an additional three months.

Motion was made by Commissioner Postal to approve the project modification for the Juvenile Treatment Court Grant to extend the deadline from September 30, 2018 to

December 31, 2018. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

G. Parks and Recreation Council recommendations for the Act 13 projects:

- *Lewistown Borough, Rec Park Pavilion Roof Repairs - \$2,151.40*
- *Derry Township, Kish Park Waterline Replacement Project - \$8,969.09*
- *Lewistown Borough, River Trail Landscaping - \$1,207.31*
- *Brown Township, Reedsville Playground Baseball Field Upgrade - \$10,000.00*
- *Menno Township, Allensville Trail Project - \$20,000.00*
- *Lewistown Borough, River Trail Trash Receptacles - \$3,455.55*

Mr. Gomes indicated that this funding comes from the Marcellas Shale program. For the last several years, applications have been accepted from various municipalities and then awarded money for projects in their community. With the help of the Mifflin County Parks and Recreation Council, the rating system by which these projects are ranked has been updated. This year's applications were due by July 5, 2018. Seven applications were received and reviewed by the Parks and Recreation Review Committee. Those applications include the six listed above and an application from Juniata Terrace Borough requesting \$20,000.00 of a total \$54,770.00 project for the Juniata Terrace Borough Park Parking Lot. After extensive review and scoring by the Parks and Recreation Council, the above-listed project recommendations were made.

Commissioner Dunkle added that he is the Commissioner representative on the Parks and Recreation Council, and the scoring process used for these projects is very detailed, specific and fair. It was adopted this year so that it would be clear to the municipalities what criteria were used in the selection process.

Motion was made by Commissioner Dunkle to approve the recommendations for the Act 13 projects. Commissioner Postal seconded the motion. The motion was unanimously approved.

Ms. Hamilton thanked the County on behalf of the Brown Township Supervisors.

The meeting was recessed at 9:35 a.m. for pictures with the various municipalities that were awarded Act 13 money.

The meeting reconvened at 9:41 a.m.

H. Award contract for the West Wayne Sewer Authority sewer line and pump station upgrades:

- *Low Bid – HRI, Inc., State College - \$149,425.00*
- *2nd Bid – Jay Fulkroad & Sons, Inc., McAlisterville - \$152,969.68*
- *3rd Bid – 4-M Construction Services, LLC, Mifflintown - \$187,850.00*

Mr. Marks said that this project is being completed in the Cedar Crest area of Mount Union with 2016 CDBG funding. There are about 40 homes in that area that are on their own sewer system and are governed by the West Wayne Sewer Authority. This bid will include sewer line replacement, sewer line repair and pump station upgrades. Once awarded the bid, the contractor will be able to complete the line portion rather quickly with the pump station upgrades taking longer. Approval is requested for the low bid of \$149,425.00 by HRI, Inc., State College.

Mr. Marks added that \$90,000.00 in 2016 CDBG funding is currently available for the project. A budget revision is being prepared to add funding from another project and West Wayne Sewer Authority is contributing \$12,000.00 as well. The project will then be fully funded.

Mr. Postal asked if the project was being awarded without all of the funding in place.

Mr. Marks indicated that it was. He also noted that there would not be a notice to proceed until all funding was in place. This awarding of the bid will allow the bonding process to begin and get the project moving. The budget revision will move funding from another project into this one. It will be submitted to the State and they will approve it. He doesn't foresee a problem with moving the funds around.

Motion was made by Commissioner Postal to award the West Wayne Sewer Authority sewer line and pump station upgrades contract to HRI, Inc. State College with the low bid of \$149,425.00 and authorize the Chairman to sign all documents on behalf of this project. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

I. Award contract for the South Wayne Street and Spring Street road reconstruction in Lewistown Borough:

- Low Bid – Jay Fulkroad & Sons Inc., McAlisterville - \$163,361.64*
- 2nd Bid – Glenn O. Hawbaker, Inc., State College - \$178,678.00*

Mr. Marks explained that this project involves a road reconstruction of three blocks of South Wayne Street and the entire length of Spring Street. In order to get the roads paved this year, approval is being requested today contingent upon Lewistown Borough's approval at their September 10, 2018 meeting. The County will be the contract holder on this project. Budget revisions are being done to add funding from other projects into this one.

Motion was made by Commissioner Postal to award the South Wayne and Spring Street road reconstruction contract to Jay Fulkroad & Sons, Inc. with the low bid of \$163,361.64 contingent upon Lewistown Borough's approval at their September 10, 2018 meeting. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

J. Resolution No. 9 of 2018 authorizing the Chairman to sign all documents relating to Pennsylvania Emergency Management

RESOLUTION No. 9 of 2018

BE IT RESOLVED, by authority of the Commissioners of Mifflin

*County and it is hereby resolved by authority of same, that the
Chairman of the Mifflin County Commissioners be authorized and
directed to sign all documents related to Pennsylvania Emergency
Management.*

Motion was made by Commissioner Postal to approve Resolution No. 9 of 2018 authorizing the Chairman to sign all documents relating to PA Emergency Management. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

K. Personnel:

- Rescind the hiring of Jason Houser for part-time Corrections Officer*
- Hiring of part-time Corrections Officer Dwayne Kurtz effective August 27, 2018*
- Hiring of part-time Corrections Officer James Alexander effective September 4, 2018*
- Hiring of part-time Corrections Officer Nathan Beaver effective September 10, 2018*

- *Resignation of Erin Miller from Children and Youth Caseworker Supervisor effective September 7, 2018*

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

Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:50 a.m.

Secretary

ATTEST:

Chief Clerk