

Lewistown, PA

May 2, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, May 2, 2019 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: Treasurer Deb Civitts; Director of Fiscal Affairs Mike Baker; Director of Children and Youth Dana Bubb; Director of Planning Bill Gomes; Warden Josh Garver; James Crisswell; Gary Eichhorn; Barry Kearns; Timothy Davis; Nick Felice; Rhonda Moore; Breanne Bailey; Buffie Boyer; Kayla Zook; Michelle Fetter; Steen Peterson; Lois Lawrence; Randa Riefer; Jessica Zimmerman; Clayton Hetrick and Abby Burke, 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 April 18, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #123410 to 123588 and EFTs # 25121 to 25134 in the amount of \$1,390,137.71

2. Payroll Account

Cks. #78619 to 78628 and Direct Deposit Advices # 25042 to 25297 in the amount of \$426,259.54

3. 911 Account:

Cks. # 51737 to 51738 and EFTs #20577 to 20581 in the amount of \$3,201.40

4. CDBG Account:

Cks. #1453 to 1454 in the amount of \$10,932.40

5. CDBG Home Account:

Ck. #446 in the amount of \$16,779.50

6. Act 137 Account:

Cks. # 3031 to 3033 in the amount of \$106.25

7. LEPC Account

Ck. # 1460 in the amount of \$11.96

8. *Liquid Fuels Act 89 Account*

EFTs # 8079 and 8080 in the amount of \$44.22; voided EFT 8079

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
04/17/2019-04/30/2019**

General Account Starting Balance **\$1,194,773.82**

DEBITS

Deposits Receipts #96566 – 96854	1,078,553.81
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Transfer from LEPC	0.00
Voided Checks	0.00
Interest	1,448.02

TOTAL DEBITS **\$1,080,001.83**

CREDITS

Bills Paid CK #'S 123410-123588, EFT'S # 25121-25134	1,390,137.71
Transfer to Payroll CKS 78619-78628, DD 25042-25297	426,259.54
NSF Checks	0.00

TOTAL CREDITS **\$1,816,397.25**

Ending Balance (Interest @ 01.390% as of 04/30/2019) **\$458,378.40**

Liquid Fuels

Invested at JV Bank @ 01.390% as of 4/30/2019 **\$296,353.00**

Liquid Fuels - Act 89

Invested at JV Bank @ 01.390% as of 4/30/2019 **\$265,359.78**

911 Telephone Account

Invested at JV Bank @ 01.390% as of 4/30/2019 **\$1,897,476.11**

LEPC

Invested at JV Bank @ 01.390% as of 4/30/2019 **\$34,679.11**

Local Use Fund

Invested at JV Bank @ 01.390% as of 4/30/2019 **\$193,645.75**

Capital Reserve Account

Invested at JV Bank @ 02.70% as of 4/30/2019 **\$5,129,306.11**

CERTIFICATE OF DEPOSIT

Invested at FNB @ 2.55% **\$3,054,389.22**

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:

- Salary Board Meeting*
- Visit to Skills Drop-In Center*
- SEDA-COG PennDOT Project Review*
- Meeting with Brown Township Supervisors*
- SEDA-COG Local Development Corporation Board Meeting*
- SEDA-COG Board Meeting*
- Meeting with Architect regarding Annex Modifications*
- Juniata River Valley Tourism Board Meeting*
- Meeting with MCHS regarding County Logo*
- Planning Commission Meeting*
- Mifflin-Juniata Human Services Quarterly Meeting*
- AAA Executive Committee Meeting*
- Broadband Discussion with SEDA-COG and Juniata and Perry Counties*
- Prison Board Meeting*

Commissioner Dunkle:

- Salary Board Meeting*
- Visit to Skills Drop-In Center*
- SEDA-COG PennDOT Project Review*
- Meeting with Brown Township Supervisors*
- Meeting with Architect regarding Annex Modifications*
- Meeting with MCHS regarding County Logo*
- Planning Commission Meeting*
- Prison Board Meeting*
- Chief Logan Lions Club*

Commissioner Postal:

- Salary Board Meeting*
- Visit to Skills Drop-In Center*
- SEDA-COG PennDOT Project Review*
- Meeting with Brown Township Supervisors*
- Meeting with Architect regarding Annex Modifications*
- Meeting with MCHS regarding County Logo*
- Planning Commission Meeting*
- Mifflin-Juniata Human Services Quarterly Meeting*
- Prison Board Meeting*
- Senator Jake Corman's Town Hall Meeting*
- Juniata Valley Chamber of Commerce Annual Meeting*
- Mifflin County Housing Authority meeting*
- Borough Association Dinner*
- Meeting with Decatur Township regarding structurally-deficient bridge*
- CYS Roundtable*
- JVBDS Executive Committee Meeting*
- Center for Dairy Excellence Roundtable*

VII. Public Comment:

None to report.

VIII. New Business:

A. *Proclamation – May 5-11, 2019 is Corrections Employee Week*

**PROCLAMATION
Corrections Employee Week**

May 5-11, 2019

Whereas, Pennsylvania’s correctional system is the oldest in the nation, evolving from the establishment of Philadelphia’s Walnut Street Jail in 1773 and the Eastern Penitentiary in 1829; and

Whereas, the “Pennsylvania System,” as it became known, was the leading influence in the development of penology throughout the 19th Century and the forerunner of modern corrections; and

Whereas, today, Pennsylvania faces continued difficult challenges in corrections. With 24 state correctional institutions, one motivational boot camp, a training academy, a central office, 11 community corrections centers and 32 contract facilities, 63 county prisons and jails and 15 federal facilities and offices, our correctional facilities house approximately 96,000 inmates; and

Whereas, the secure and safe operation and management of those facilities rests in the hands of nearly 30,000 trained, skilled and dedicated corrections professionals. They are corrections administrators, corrections officers, counselors, treatment specialists, educators, clerical support staff, business administrators and purchasing agents, personnel and labor relations specialists, reentry specialists, social workers, clergy, medical professionals, food service specialists, computer technicians, planners and research analysts and skilled craftspeople upon whose skills, efficiency and professionalism the functions of the Pennsylvania correctional system depends; and

Whereas, although each of these dedicated professionals work in a different field and specialize in a specific area, all are committed to a common goal: the secure, safe and humane operation of Mifflin County Correctional Facility where employees work to reduce future crime through delivery of programs to change an individual’s criminal behavior.

*Therefore, be it resolved that the Mifflin County Board of Commissioners proclaim May 5-11, 2019 as **CORRECTIONS EMPLOYEE WEEK** in Mifflin County.*

Proclaimed this 2nd day of May, 2019.

Motion was made by Commissioner Postal to approve the Proclamation recognizing May 5-11, 2019 as Corrections Employee Week. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

Warden Garver thanked the Commissioners for the Proclamation. He mentioned that the staff at the Correctional Facility does a wonderful job keeping not only the community, but the individuals in the facility safe. He thanked the staff for doing such a great job. At this point there are about 70 staff members at the Correctional Facility. As of today, there are roughly 150 offenders at the facility.

B. *Proclamation – May is Motorcycle Safety and Awareness Month*

**PROCLAMATION
MOTORCYCLE SAFETY AND AWARENESS MONTH**

MAY 2019

Whereas, the safety of all Pennsylvania motorists is an issue of the highest consequence and all highway users should unite in the safe sharing of roadways throughout the Commonwealth of Pennsylvania; and

Whereas, motorcycle riding is a popular form of recreation and transportation for thousands of people across the Commonwealth and our nation;

Whereas, the Commonwealth's 825,000 licensed motorcyclists are required to keep their vehicles inspected and obey current laws relative to operator safety equipment; and

Whereas, in efforts to reduce the number of motorcycle crashes and fatalities, the Pennsylvania Department of Transportation encourages all motorcyclists to take advantage of free training courses through Pennsylvania's Motorcycle Safety Program and pledge to be one less fatality by visiting www.LiveFreeRideAlive.com; and

Whereas, it is especially important that the citizens of our Commonwealth be aware of motorcycles on the streets and highways and recognize the importance of staying alert, practicing safe driving techniques, and promoting motorcycle safety; and

Whereas, during the month of May, the Pennsylvania Department of Transportation, the Alliance of Bikers Aimed Toward Education of Pennsylvania (ABATE), and the Pennsylvania Motorcycle Dealers Association (PMDA) will continue their advocacy of motorcycle safety.

Therefore, in recognition of motorcycle safety on our Commonwealth's roads and highways, We, the Commissioners of Mifflin County do hereby proclaim May, 2019 as MOTORCYCLE SAFETY AND AWARENESS MONTH. We encourage all motorcyclists to continue their efforts to promote safety and motorcycle awareness and all drivers to share the road and respect the unique safety needs of motorcyclists.

Proclaimed this 2nd day of May 2019

Mr. Peterson, vice coordinator from Chapter 53 of the Patriot Riders, the local ABATE chapter, thanked the Commissioners for the proclamation. He also wanted to promote the annual bicycle giveaway that will take place during Motorcycle Awareness Day. The giveaway is for children up to 16 years of age. Two years ago, they gave away 118 bicycles. Last year, 227 were given away and this year's goal is to give away 250 bicycles. During this event, which focuses on motorcycle awareness, children sign and put their handprint on a tarp indicating that when they're old enough to drive, they agree to not text and drive. Distracted driving is the biggest enemy facing motorcyclists today. This year's bicycle giveaway will be held at the Mifflin County Youth Park in Reedsville on June 8 from 10:00 am to 3:00 pm. during Reedsville Community Day.

Commissioner Dunkle thanked Mr. Peterson and the local ABATE chapter for their interest in motorcycle awareness and applauded their efforts in working with the youth of our community.

Motion was made by Commissioner Postal to approve the Proclamation designating May as Motorcycle Safety and Awareness Month. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

C. National Small Business Week Proclamation

National Small Business Week Proclamation

WHEREAS, America's progress has been driven by pioneers who think big, take risks and work hard; and

WHEREAS, from the storefront shops that anchor our boroughs and villages to the high-tech startups that keep America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of our nation's promise; and

WHEREAS, small business owners have energy and a passion for what they do; and

WHEREAS, when we support small business, jobs are created and local communities preserve their unique culture; and

WHEREAS, because this country's 30 million small businesses create nearly two out of three net new jobs in our economy, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and

WHEREAS, the President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies; and

WHEREAS, Mifflin County supports and joins in this national effort to help America's small businesses do what they do best – grow their business, create jobs, and ensure that our communities remain as vibrant tomorrow as they are today.

NOW, THEREFORE, WE, The Mifflin County Commissioners, acknowledge our County's participation and support of National Small Business Week May 5 through May 11, 2019

Proclaimed this 2nd day of May 2019

Ms. Rhonda Moore with the Juniata River Valley Chamber of Commerce offered her appreciation to the Commissioners, acknowledging the importance of small businesses in our community. The majority of the 500 Chamber of Commerce members are small businesses, so this is seen as a very important week. The local small businesses are a key component for our economic well-being. They bring growth to our communities. They raise the quality of life for our residents and in turn, they assist in the attraction and retention of a quality workforce. They also provide employment for many of our residents. They give our community its personality. They are the ones that make us unique. The Chamber of Commerce has partnered with Nick Felice of Mifflin County Industrial Development Corporation (MCIDC) to start up a bi-monthly entrepreneurial meet-up. This is a platform that provides a place for individuals that are interested in entrepreneurial pursuits where they can network, exchange ideas and advice to learn and grow. The Chamber also works with the Small Business Administration on the Federal level. There are also Small Business Development Centers (SBDCs) at the County level that are resources for small business owners. Bucknell University serves in that capacity for Juniata County and Penn State University is the SBDC for Mifflin County. Both organizations provide a wealth of information for small businesses. The Chamber is also available to offer support for small businesses. She introduced various small business owners present including Kayla Zook, owner of The Square Café and Bakery, Michelle Fetter, owner of Lewistown Printworks, Zane Swanger in website development. Mr. Swanger discussed that the entrepreneurial meet-up is a great group to be a part of. Mr. Felice and Ms. Moore have been great for helping local businesses get up to scale.

Mr. Felice also thanked the Commissioners for their support. This entrepreneurial meet-up program has been one of the most vibrant programs he's been involved with since coming to MCIDC. The individuals involved have done some great work. There are three couples starting and growing businesses that have had a great impact on the community. This support feeds into what they are trying to foster. He wishes the small

business owners well and will work with Ms. Moore to provide whatever support is needed.

Ms. Fetter thanked the Commissioners for the recognition. She mentioned that with the changing world and department store culture, the one thing that hasn't changed is the concept of shopping small. That is evident in Mifflin County. She mentioned that Lewistown First Friday is an event that started with East End Coffee Company. It has grown to include many small businesses downtown. There has been an increase in businesses started by young entrepreneurs which has increased patrons and communication in the county. She also thanked the Chamber of Commerce for their support.

Motion was made by Commissioner Dunkle to approve the Proclamation designating May 5- 11, 2019 as National Small Business Week. Commissioner Postal seconded the motion. The motion was unanimously approved.

The meeting recessed at 9:27 a.m. to take pictures with the groups represented by the above proclamations.

The meeting resumed at 9:39 a.m.

D. Request for exoneration of 2019 county real estate tax bills and to relieve the Tax Collectors from collecting these bills:

- Parcel No. 17,12-0109--,000 located in Granville Township – parcel is designated Keystone Opportunity Zone - \$172,850.24*
- Parcel No. 17,12-0109--,001 located in Granville Township – parcel is designated Keystone Opportunity Zone - \$129,346.33*

Motion was made by Commissioner Postal to approve the requests for exoneration. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

E. Request for exoneration of 2017 supplemental county real estate tax bill and relieve the Tax Collector from collecting this bill:

- Parcel No. 12,05-0103BX,000 located in Armagh Township – bill was received in error*

Motion was made by Commissioner Postal to approve the requests for exoneration. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. Purchase of Service Agreement for use, if needed, by Children and Youth:

- The Meadows Psychiatric Center & Universal Community Behavioral Health, Centre Hall, PA*

Ms. Bubb stated that UCBH offers outpatient services in Mifflin County including counseling and medication evaluations. The rate we pay is determined by what is approved by an insurance company. This specific contract was put in place because a young man was hospitalized then returned to the county and did not have the proper insurance. This will assist until his insurance goes through. UCBH is a nationwide company that oversees various psychiatric hospitals. They also have an outpatient office in our county.

Commissioner Dunkle wanted to know how often this center is used over the course of a year. Ms. Bubb responded by stating it's difficult to identify a number because it really depends on acuity and the needs of the child and bed availability. The positive

for the Meadows Psychiatric Center is that it's close to home and families can visit their children.

Commissioner Postal noted that this contract goes to June 30, 2019. Ms. Bubb indicated that this was a "band aid" to keep services in place for this child until his insurance was in place.

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

- G. Resolution No. 8 of 2019 authorizing an application for the Greenways, Trails and Recreation program Grant Funds through the Commonwealth Financing Authority and the Pennsylvania Department of Community and Economic Development*

*RESOLUTION NO. 2019 - 8
OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS
AUTHORIZING AN APPLICATION FOR THE
GREENWAYS, TRAILS AND RECREATION PROGRAM GRANT FUNDS THROUGH THE
COMMONWEALTH FINANCING AUTHORITY AND THE PA DEPARTMENT OF
COMMUNITY AND ECONOMIC DEVELOPMENT*

WHEREAS, Mifflin County wants to implement recommendations in the Mifflin County Comprehensive Plan adopted on April 24, 2014;

WHEREAS, the Mifflin County Comprehensive Plan incorporated the recommendations of the County's Greenways, Open Space and Rural Recreation Plan adopted on February 4, 2010;

WHEREAS, the Juniata River Trail Feasibility Study of June 2015 fully supports this proposal;

WHEREAS, a key recommendation of the Comprehensive Plan was to enhance trail opportunities along the Juniata River;

WHEREAS, the Borough of Lewistown seeks to partner with the County to develop a multi-purpose trail; and

WHEREAS, Mifflin County seeks to complete Phase II of the Juniata River Trail (S. H. Rothermel Trail) and has the support of the Borough of Lewistown.

NOW THEREFORE, BE IT RESOLVED, the Mifflin County Board of Commissioners hereby authorizes an application through the Commonwealth Financing Authority and Greenways, Trails and Recreation program for up to \$250,000 to develop Phase II of a multi-purpose trail along the Juniata River and authorize the following:

- 1. The Chairman of the Board of County Commissioners be and is authorized and directed to submit an application, including all understandings and assurances contained therein, to the fullest extent of funds allowed on behalf of the County of Mifflin to the Commonwealth Financing Authority as the authorized representative of the County of Mifflin, and to provide such additional information as may be requested; and*

The Chairman of this Board of Commissioners is hereby authorized and directed to execute on behalf of the County of Mifflin such certifications and/or agreements as may be required to accept and implement the proposed program and activities.

Mr. Gomes indicated that this is part two of an application process he's been working on for some time. An application for \$293,000 DCNR funds was sent in on April 9. This application requests \$250,000 from DCED. Before the Commissioners today is a resolution to make an application for the second part of the two-part application. This

project has a total cost of about \$590,000. He will also ask the Board of Commissioners to approve up to \$22,000 of either Act 13 funds or county funds to help with the match requirement. We should know sometime this fall whether or not we were successful.

Commissioner Postal acknowledged the work of the planning department on trails, streetscapes and community development and stated that if they didn't do it, nobody else would.

The \$22,000 match mentioned earlier is not a part of the resolution. It is a separate item requiring action.

Motion was made by Commissioner Dunkle to approve Resolution No. 8 of 2019 authorizing an application for the Greenways, Trails and the Recreation Program Grant Funds. Commissioner Postal seconded the motion. The motion was unanimously approved.

Mr. Gomes asked for a motion to approve a \$22,000 local match as well.

Motion was made by Commissioner Dunkle to provide the \$22,000 required local match and decide where the funds will come from at a later date. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. Personnel:

- *Promotion of Karen Barlett from part-time to full-time Corrections Officer effective April 28, 2019*
- *Promotion of Robert Ebersole from part-time to full-time Corrections Officer effective April 28, 2019*
- *Resignation of Megan Buchy from Intake Screener in the Children and Youth Office effective May 1, 2019*
- *Resignation of Christina Hallinan from Probation Officer effective May 3, 2019*
- *Resignation of Adam Boreman from Probation Officer effective May 3, 2019*
- *Resignation of Zachary Houser from Sergeant at the Correctional Facility effective May 4, 2019*
- *Promotion of Nathaniel Dillon from part-time to full-time Corrections Officer effective May 5, 2019*
- *Promotion of Charity Larson from Children and Youth Case-Aide to Caseworker effective May 6, 2019*
- *Hiring of Allison Bitner for Children and Youth Caseworker effective May 13, 2019*
- *Hiring of Brianna Kibler for Children and Youth Case-Aide effective May 13, 2019*

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

IX. Adjournment:

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

Secretary

ATTEST:

Chief Clerk