

Lewistown, PA

September 19, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 19, 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; Warden Josh Garver; Community Development Administrator/Assistant Director James Lettiere; Director of Human Services Allison Fisher; Rachael Steinbach; Tiffany Jones; Wendy Melius; Susan Michalik; Mary Ann Demi; Maddie Ream and Tommy Bender, MCTV

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

I. Invocation: *The Invocation was given by Chairman Kodish.*

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 5, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #125295 to 125493 and EFTs # 25512 to 25592 in the amount of \$627,384.67

2. *Payroll Account:*

Cks. #78710 to 78715 and Direct Deposit Advice # 27529 to 27768 in the amount of \$369,788.13

3. *911 Account:*

Cks. #51807 to 51820 and EFTs #20623 to 20626 in the amount of \$76,031.12

4. *CDBG Account:*

Cks. # 1473 to 1479 in the amount of \$209,765.01; voided cks. # 1478 and 1479

5. *Act 137 Account:*

Cks. # 3056 in the amount of \$4,889.98

6. *LEPC Account:*

Cks. # 1473 to 1476 in the amount of \$875.37

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
09/04/2019-09/17/2019

General Account Starting Balance	\$332,607.91
DEBITS	
Deposits Receipts #98601 -98859	1,046,136.21
Transfer from 911	0.00
Transfer from Capital Reserve	400,000.00
Transfer from LEPC	339.46
Voided Checks	3,220.47
Interest	0.00
TOTAL DEBITS	\$1,449,696.14
CREDITS	
Bills Paid CK #'S 125295-125493, EFT'S # 25512-25592	627,384.67
Transfer to Payroll CKS 78710-78715, DD 27529-27768	369,788.13
NSF Checks	0.00
TOTAL CREDITS	\$997,172.80
Ending Balance (Interest @ 01.390% as of 09/17/2019)	\$785,131.25

Liquid Fuels	
Invested at JV Bank @ 01.390% as of 9/17/2019	\$364,967.85
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 9/17/2019	\$286,937.93
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 9/17/2019	\$1,352,154.27
LEPC	
Invested at JV Bank @ 01.390% as of 9/17/2019	\$34,068.87
Local Use Fund	
Invested at JV Bank @ 01.390% as of 9/17/2019	\$292,388.72
Capital Reserve Account	
Invested at JV Bank @ 02.37% as of 9/17/2019	\$8,387,631.10
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:

- Retirement Board Meeting*
- Area Agency on Aging Board Meeting*
- Operation Fairness Meeting*
- Department Head Meeting*
- Success Together Meeting*
- Regional Services Personnel Committee Meeting*
- Meeting with J-Way Architect*
- CCAP Deferred Compensation Committee Meeting*
- Library Board Meeting*
- Mifflin County Airport Annual Picnic*
- RACP Announcement at the Academy*
- Veterans Parade Planning Meeting*
- CJAB Meeting*
- Solid Waste Authority Meeting*
- 2020 Budget Meetings*

Commissioner Dunkle:

- Airport Authority Meeting*
- Re-Entry Meeting*
- Mifflin County Extension Meeting*
- Operation Fairness Meeting*
- Mifflin County Academy Planning Meeting*
- Mifflin County Airport Annual Picnic*
- RACP Announcement at the Academy*
- Veterans Parade Planning Meeting*
- Soil Conservation Meeting*
- LEO/Central PA Workforce Development Meeting*
- Farmland Preservation Meeting*
- Retirement Board Meeting*

Commissioner Postal:

- Retirement Board Meeting*
- 2020 Budget Meetings*
- Operation Fairness Meeting*
- Department Head Meeting*
- Success Together Meeting*
- RACP Announcement at the Academy*
- Youth Park Association Meeting*
- SEDA-COG Natural Gas Co-Op Strategic Plan Meeting*
- Meeting with J-Way Architect*
- SEDA-COG Natural Gas Co-Op Board Meeting*
- Downtown Lewistown, Inc. Executive Committee Meeting*
- National Association of Counties Conference Call*

VII. Public Comment:

None to report.

VIII. New Business:

A. *Wendy Melius, Executive Director for Center for Community Action - Update*

Ms. Melius gave a six-month update and reviewed some of the programs and services currently being provided in Mifflin County by the Center for Community Action. She gave specific statistics on the Home 4 Good Program, Shelter Services Inc., the Representative Payee Program, the Work Ready Program and the SUMMIT Momentum to Mobility. She announced that the Home 4 Good Grant will expire at the end of this year. The Mifflin-Juniata Human Services Office was awarded PHARE funds for housing and has also applied for Home 4 Good funds for Mifflin and Juniata Counties. After the end of the year, any families and individuals experiencing or at risk of homelessness will be referred to the Mifflin-Juniata Human Services Office.

B. Request for exoneration of 2019 county portion per capita taxes:

- Newton Hamilton Borough Tax Collector Melody Kane - 2*

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

C. Amending the action taken on June 20, 2019 to exonerate Union Township Tax Collector Herb Zook from collecting 2019 per capita tax bills as presented (50) – corrected total 49

Motion was made by Commissioner Dunkle to amend the action taken on June 20, 2019 to exonerate Union Township Tax Collector Herb Zook from collecting 2019 per capita tax bills as presented (50) – corrected total 49. Commissioner Postal seconded the motion. The motion was unanimously approved.

D. Ordinance No. 4 of 2019 Approving the Intergovernmental Cooperation Agreement to: (1) Authorize a single primary contractor agreement with the Department of Human Services for the Healthchoices Behavioral Health Program on behalf of Mifflin County and certain other counties identified in the Intergovernmental Cooperation Agreement; and (2) Authorize a single primary contractor to enter into an agreement with a Behavioral Health Managed Care Organization; and further, (3) to provide for and authorize proper officers of this county to take all other required, necessary, or desirable actions in connection with this ordinance

COUNTY OF MIFFLIN

ORDINANCE No. 4 - 2019

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF MIFFLIN, PENNSYLVANIA, APPROVING THE INTERGOVERNMENTAL COOPERATION AGREEMENT TO: (1) AUTHORIZE A SINGLE PRIMARY CONTRACTOR AGREEMENT WITH THE DEPARTMENT OF HUMAN SERVICES OF THE COMMONWEALTH OF PENNSYLVANIA FOR THE HEALTHCHOICES BEHAVIORAL HEALTH PROGRAM ON BEHALF OF THIS COUNTY AND CERTAIN OTHER COUNTIES IDENTIFIED IN THE INTERGOVERNMENTAL COOPERATION AGREEMENT; AND (2) AUTHORIZE A SINGLE PRIMARY CONTRACTOR TO ENTER INTO AN AGREEMENT WITH A BEHAVIORAL HEALTH MANAGED CARE ORGANIZATION; AND FURTHER, (3) TO PROVIDE FOR AND AUTHORIZE PROPER OFFICERS OF THIS COUNTY TO TAKE ALL OTHER REQUIRED, NECESSARY, OR DESIRABLE ACTIONS IN CONNECTION WITH THIS ORDINANCE.

WHEREAS, the County of Mifflin, Pennsylvania (the "County"), is a county of Sixth class, of the Commonwealth of Pennsylvania; and

WHEREAS, in 2006, the Department of Human Services (“DHS”) entered into a Primary Contractor Agreement with Community Care Behavioral Health Organization (the “DHS – Community Care Agreement”) to serve as the Primary Contractor to operate the HealthChoices Behavioral Health Program (the “Program”) in the North Central Zone, as designated by DHS, which includes the County and the counties of Bradford, Cameron, Centre, Clarion, Clearfield, Columbia, Elk, Forest, Huntingdon, Jefferson, Juniata, McKean, Montour, Northumberland, Potter, Schuylkill, Sullivan, Snyder, Tioga, Union, Warren, Wayne (collectively with Mifflin County, the “North Central Zone Counties”); and

WHEREAS, the North Central Zone Counties created Behavioral Health Alliance of Rural Pennsylvania, a Pennsylvania non-profit corporation (“BHARP”), pursuant to the County Code, Act of August 9, 1955, P.L. 323, and delegated to it certain responsibilities to participate in the implementation and monitoring of the DHS – Community Care Agreement; and

WHEREAS, DHS has now decided to offer the North Central Zone Counties the Right of First Opportunity to respond to a Request for Proposals, to be issued by DHS in 2020, to allow BHARP to become the Primary Contractor for the Program in the Counties, commencing July 1, 2021; and

WHEREAS, pursuant to the Intergovernmental Cooperation Act, 53 Pa. C.S.A. §§2301, et seq. (the “Act”), the County wishes to join with the other North Central Zone Counties who have accepted the offer of Right of First Opportunity (the “Counties”) and enter into an Intergovernmental Cooperation Agreement, substantially in the form attached hereto (the “ICA”), incorporating the terms and conditions for joint operation of BHARP and setting forth its agreement to authorize BHARP to enter into contracts with contractors, assist in the delivery of the Program services, and for one or more such contractors to assume the financial and operational risks thereof and to indemnify each County and BHARP for such risks, for the benefit of the Medicaid-eligible citizens of the County; and

WHEREAS, the County, in conjunction with the other Counties, desires to enter into the ICA to permit BHARP to enter into a single Primary Contractor Agreement with DHS (the “DHS Agreement”) and a single agreement with a Behavioral Health Managed Care Organization, both on behalf of the Counties; and

WHEREAS, the County finds and concludes that the public interest is and will be served by entering into the ICA;

NOW, THEREFORE, it is hereby enacted and ordained by the County of Mifflin as follows:

Section 1. The County hereby authorizes its entry into the ICA, a copy of which is attached to this Ordinance as Exhibit 1 with the Counties that are identified in and become parties to the ICA, a copy of which is attached to this Ordinance as Exhibit 2.

Section 2. The County authorizes the proper officers of this County to take all other required, necessary, or desirable action in connection with this Ordinance, including the execution of the ICA.

Section 3. *The provisions of this Ordinance are severable. If any provisions of this Ordinance or its application to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect any other provision or application of this Ordinance.*

Motion was made by Commissioner Postal to adopt Ordinance No. 4 of 2019 approving the Intergovernmental Cooperation Agreement. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

Commissioner Postal mentioned this is a way to deliver behavioral health services to our citizens and by combining with 22 other counties, it will provide these services much more efficiently. If we don't do this, it will be much more expensive for us to provide these services independently.

E. Memorandum of Understanding by and between Mifflin County and Granville Township for demolition of property at 144 Klondyke Drive

Mr. Lettiere discussed that Granville Township used \$9,010 of their CDBG funds to demolish a property at 144 Klondyke Drive. The total demolition cost from G&R Excavating is \$13,900, leaving a \$4,890 deficit. The Commissioners agreed to assist Granville Township with Act 152 funds. This agreement covers some of the provisions in the event the property sells. If that occurs, we would receive a prorated amount back based on the investment of the Act 152 funds, representing 35% of the demolition costs. Granville Township will pay the balance of \$4,890 and they will be reimbursed after full execution of this agreement. They are scheduled to take action on this agreement on October 7, 2019.

Commissioner Postal added this is the second project supported through Act 152 funds. He urged all municipalities to contact the Commissioners' Office or the Planning Office with any projects relating to blight remediation. These funds are used demolish blighted properties. If the properties are sold, we get a prorated share of that funding back.

Motion was made by Commissioner Postal to approve the Memorandum of Understanding by and between Mifflin County and Granville Township for demolition of property at 144 Klondyke Drive. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. State Food Purchase Program Distribution Agreement with the Central Pennsylvania Food Bank for the period July 1, 2019 through June 30, 2020

Ms. Fisher discussed that this is the annual agreement with the Central Pennsylvania Food Bank who supplies food through the SFPP program to the food pantries we contract with. We've had a great relationship with this organization. They provide food at a low cost, attend local planning meetings and provide trainings at no cost.

Motion was made by Commissioner Dunkle to approve the State Food Purchase Program Distribution Agreement with the Central Pennsylvania Food Bank for the period July 1, 2019 through June 30, 2020. Commissioner Postal seconded the motion. The motion was unanimously approved.

G. Reappointment of Christina Calkins-Mazur, Lewistown, PA and Allison Fisher, McVeytown, PA to the Mifflin County Industrial Development Authority for four-year terms

Motion was made by Commissioner Postal to approve the reappointment of Christina Calkins-Mazur, Lewistown, PA and Allison Fisher, McVeytown, PA. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

H. Reappointment of Dan Dunmire, Burnham, PA to the Mifflin County Solid Waste Authority for a five-year term

Motion was made by Commissioner Dunkle to approve the reappointment of Dan Dunmire, Burnham, PA to the Mifflin County Solid Waste Authority for a five-year term. Commissioner Postal seconded the motion. The motion was unanimously approved.

I. 2020 Holiday Schedules for the Prison, Courthouse and 911 employees

**MIFFLIN COUNTY EMPLOYEES
2020
HOLIDAY SCHEDULE
Prison**

<i>New Year's Day</i>	<i>Wednesday January 1st</i>
<i>President's Day</i>	<i>Monday February 17th</i>
<i>Good Friday</i>	<i>Friday April 10th</i>
<i>Memorial Day</i>	<i>Monday May 25th</i>
<i>Independence Day</i>	<i>Saturday July 4th</i>
<i>Labor Day</i>	<i>Monday September 7th</i>
<i>Veterans Day</i>	<i>Monday November 9th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 26th & 27th</i>
<i>Christmas</i>	<i>Thursday & Friday December 24th & 25th</i>

**MIFFLIN COUNTY EMPLOYEES
2020
HOLIDAY SCHEDULE
Courthouse**

<i>New Year's Day</i>	<i>Wednesday January 1st</i>
<i>Martin Luther King Day</i>	<i>Monday January 20th</i>
<i>President's Day</i>	<i>Monday February 17th</i>
<i>Good Friday</i>	<i>Friday April 10th</i>
<i>Memorial Day</i>	<i>Monday May 25th</i>
<i>Flag Day</i>	<i>Monday June 15th</i>
<i>Independence Day</i>	<i>Friday July 3rd</i>
<i>Labor Day</i>	<i>Monday September 7th</i>

<i>Columbus Day</i>	<i>Monday October 12th</i>
<i>Veterans Day</i>	<i>Wednesday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 26th & 27th</i>
<i>Christmas</i>	<i>Thursday & Friday December 24th & 25th</i>

**MIFFLIN COUNTY EMPLOYEES
2020
HOLIDAY SCHEDULE
Telecommunicators**

<i>New Year's Day</i>	<i>Wednesday January 1st</i>
<i>Martin Luther King Day</i>	<i>Monday January 20th</i>
<i>President's Day</i>	<i>Monday February 17th</i>
<i>Good Friday</i>	<i>Friday April 10th</i>
<i>Memorial Day</i>	<i>Monday May 25th</i>
<i>Flag Day</i>	<i>Sunday June 14th</i>
<i>Independence Day</i>	<i>Saturday July 4th</i>
<i>Labor Day</i>	<i>Monday September 7th</i>
<i>Columbus Day</i>	<i>Monday October 12th</i>
<i>Veterans Day</i>	<i>Wednesday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 26th & 27th</i>
<i>Christmas</i>	<i>Thursday & Friday December 24th & 25th</i>

Motion was made by Commissioner Postal to approve the 2020 Holiday Schedules for the Prison, Courthouse and 911 employees. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

J. Personnel:

- *Appointment of Taylor Berry for a Children and Youth Intern*
- *Hiring of Elizabeth Vanier for Judicial Law Clerk effective September 23, 2019*
- *Promotion of April Keefer from Part-time to Full-time Corrections Officer effective September 29, 2019*
- *Hiring of Isaiah Reed for Part-time Corrections Officer effective September 30, 2019*
- *Hiring of Abagale Snook for Part-time Corrections Officer effective October 7, 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 9:30 a.m.

Secretary

ATTEST:

Chief Clerk