

Lewistown, PA

October 3, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, October 3, 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; Director of the Physical Plant Lonnie Griffith; Director of MIS Aaron Felker; Cher Harpster; Maddie Ream and Zandra Stauffer, MCTV

The meeting was called to order at 9:02 a.m. by Chairman Kodish.

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

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

III. Approval of Minutes:

Motion was made by Commissioner Postal to accept the minutes of the Regular Meeting of September 19, 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #125494 to 125708 and EFTs # 25593 to 25608 in the amount of \$777,689.32

2. *Payroll Account:*

Cks. #78716 to 78726 and Direct Deposit Advice # 27769 to 28014 in the amount of \$465,259.16

3. *911 Account:*

Cks. #51821 to 51828 and EFTs #20627 to 20631 in the amount of \$99,181.05

4. *CDBG Account:*

Cks. # 1480 in the amount of \$4,522.22

5. *Liquid Fuels Account:*

Ck. # 1670 in the amount of \$1,600.00

6. *Liquid Fuels Act 89 Account:*

EFT # 8085 in the amount of \$63.96

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
09/18/2019-10/01/2019

General Account Starting Balance	\$785,131.25
DEBITS	
Deposits Receipts #98860 -98997	434,519.65
Transfer from 911	8.95
Transfer from Capital Reserve	400,000.00
Transfer from LEPC	0.00
Voided Checks	2,344.80
Interest	924.61
TOTAL DEBITS	\$837,798.01
CREDITS	
Bills Paid CK #'S 125494-125708, EFT'S # 25593-25608	777,689.32
Transfer to Payroll CKS 78716-78726, DD 27569-28014	465,259.16
NSF Checks	0.00
TOTAL CREDITS	\$1,242,948.48
Ending Balance (Interest @ 01.390% as of 10/01/2019)	\$379,980.78
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Liquid Fuels	
Invested at JV Bank @ 01.390% as of 10/01/2019	\$363,790.60
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 10/01/2019	\$287,206.32
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 10/01/2019	\$1,257,475.97
LEPC	
Invested at JV Bank @ 01.390% as of 10/01/2019	\$34,399.85
Local Use Fund	
Invested at JV Bank @ 01.390% as of 10/01/2019	\$292,727.40
Capital Reserve Account	
Invested at JV Bank @ 02.08% as of 10/01/2019	\$8,022,878.27
CERTIFICATE OF DEPOSIT	
Invested at FNB @ 2.55%	\$3,054,389.22
Report Subject to Audit	

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

VI. Meetings and Events:

<i>Chairman Kodish:</i>	<i>2020 Budget Meetings Success Together Goose Unveiling SEDA-COG Local Development Board Meeting SEDA-COG Board Meeting</i>
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Planning Commission Meeting
Photo of First Energy Improvements on Electric Avenue
CARS Board Meeting
Prison Board Meeting
Regional Services Corp. Personnel Committee Meeting

Commissioner Dunkle: *2020 Budget Meetings*
Meeting with Mari Ann Demi of Regional Services Corporation
Meeting with Lauren Smith of Community Partnerships RC&D
Parks & Recreation Board Meeting
Planning Commission Meeting
Prison Board Meeting
Success Together Goose Unveiling

Commissioner Postal: *2020 Budget Meetings*
Prison Board Meeting
Success Together Goose Unveiling
JVBDS Executive Committing Meeting
JVBDS Citizen's Advisory Committee Meeting
Human Services Poverty Simulation
Downtown Lewistown Inc., Board Meeting
Repository Bid Opening
Photo of First Energy Improvements on Electric Avenue

VII. Public Comment:

Chairman Kodish shared a Public Notice announcing that the Board of Elections has filed a petition in the Court of Common Pleas of Mifflin County for voting precinct alterations at the Derry North and Derry East precincts. A hearing on the Petition will be held in the main courtroom on the third floor of the Mifflin County Courthouse on Friday, October 4, 2019 at 11:00 a.m.

Commissioner Dunkle added that the purpose of this alteration is to equalize the amount of voters at each precinct. Currently, East Derry has a much higher volume of voters than North Derry. This change will alleviate long wait times at East Derry, especially during the next presidential election when voter turnout is higher.

VIII. New Business:

A. Proclamation – October is Breast Cancer Awareness Month

Proclamation
October is Breast Cancer Awareness Month

WHEREAS, October is National Breast Cancer Awareness Month; and

WHEREAS, October 18th, is National Mammography Day; and

WHEREAS, for women in the U.S., breast cancer death rates are higher than those for any other cancer, except lung cancer; and

WHEREAS, breast cancer is the most commonly diagnosed cancer among American women after skin cancers; and

WHEREAS, about 1 in 8 U.S. women (about 12.4%) will develop breast cancer over the course of her lifetime, and in 2019, an estimated 268,000 new cases of breast cancer are expected to be diagnosed in women; and

WHEREAS, more than 41,000 women will die this year from breast cancer; and

WHEREAS, early detection of the disease can save lives, awareness becomes more important than ever in battling breast cancer:

NOW THEREFORE BE IT RESOLVED that the Mifflin County Board of Commissioners joins with the Central Pennsylvania Pink Connection, as well as other support, research and awareness organizations in proclaiming October 2019 as Breast Cancer Awareness Month and October 18th as National Mammography Day.

Proclaimed this 3rd day of October, 2019

Motion was made by Commissioner Dunkle to approve the proclamation designating October as Breast Cancer Awareness Month. Commissioner Postal seconded the motion. The motion was unanimously approved.

Ms. Harpster mentioned she is proud to be a member of the Central Pennsylvania Pink Connection, which is the only local support group offering support, encouragement and hope to women battling breast cancer.

B. Request for refunds on a portion of the 2019 County real estate taxes:

- *Parcel No. 17,26-401 located in Granville Township – a building was removed from the property in November 2018 - \$217.91*
- *Parcel No. 16,04-0105G located in Derry Township – value reduced by court order - \$21,686.66*

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

C. Reappointment of James Shilling, Lewistown, PA for a one-year term on the SEDA-COG Board of Directors – term expires December 31, 2020

Motion was made by Commissioner Postal to approve the reappointment of James Shilling for a one-year term on the SEDA-COG Board of Directors – term expires December 31, 2020. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

D. Contract with Family Care Home Health Agency, LLC, Bloomsburg, PA to provide health services to an inmate at the Mifflin County Correctional Facility at a rate of \$48.00 per day

Motion was made by Commissioner Postal to approve the contract with Family Care Home Health Agency to provide health services to an inmate at the Mifflin County Correctional Facility at a rate of \$48.00 per day. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

E. Agreement with the County Commissioners Association of Pennsylvania (CCAP) for Web Program Enrollment of the county website

Mr. Felker discussed that Mifflin County partners with CCAP to host the County website. CCAP has been using a dated platform, and has now opted to use a different platform. In

turn, the maintenance cost will be slightly higher, but the features and capabilities will be much better than what we have now. Something like this would normally be very expensive to maintain, but because CCAP can consolidate with other counties, they are offering this to us at a much better rate. Mr. Felker explained that CCAP is a group of counties coming together to partner and offer different services to the counties in Pennsylvania. They assist in obtaining services for smaller counties that would otherwise have difficulty obtaining on their own. This Web Program will be rolled out sometime in 2020.

Motion was made by Commissioner Dunkle to approve the agreement with CCAP for Web Program Enrollment of the county website. Commissioner Postal seconded the motion. The motion was unanimously approved.

F. *Appointments to the Mifflin County Planning Commission:*

- *Reappointment of Michele Bair as a member for a four-year term*
- *Appointment of Cyle Vogt as a member for a four-year term*
- *Appointment of Kay Semler to fill an unexpired term as an Alternate Member*

Motion was made by Commissioner Postal to approve the appointments to the Mifflin County Planning Commission. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

G. *Application for County Aid – 2019 Liquid Fuels Allocation:*

- *Oliver Township - \$3,235.17*

Motion was made by Commissioner Dunkle to approve the application for county aid. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. *Agreement with Robert P. Lepley, Lewistown, PA to clean and test fire alarm devices at the Prison - \$2,756.00.*

Mr. Griffith discussed this is a one-year service agreement. This agreement involves over 200 devices that must be individually tested.

Motion was made by Commissioner Dunkle to approve the agreement with Robert P. Lepley to clean and test fire alarm devices at the Prison - \$2,756.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

I. *Three-year Agreements with Berkshire Systems Group, Inc., Reading, PA:*

- *Historic Courthouse – Fire Alarm Inspection - \$444.00 per year*
- *Historic Courthouse – Sprinkler System Inspection - \$384.00 per year*
- *Annex – Fire Alarm Inspection - \$512.00 per year*
- *Library – Fire Alarm Inspection - \$512.00 per year*

Mr. Griffith mentioned these are all three-year contracts. These agreements involve individual testing of each device. He also mentioned that this company could have provided the inspection service at the prison, but it would have been at a much higher cost than that of Robert P. Lepley.

Motion was made by Commissioner Dunkle to approve the three-year agreements with Berkshire Systems Group, Inc., Reading, PA. Commissioner Postal seconded the motion. The motion was unanimously approved.

J. Professional Service Contract with J-Way Architectural for Architectural, Engineering and Construction Contract Administration Services for the Mifflin County Annex for a fixed project fee of \$239,550.00

Chairman Kodish discussed this is the first stage of the Annex project. Senator Corman was instrumental in obtaining a grant for Mifflin County to help with the costs of the upgrades to the Annex building.

Motion was made by Commissioner Postal to approve the Professional Service Contract with J-Way Architectural for Architectural, Engineering and Construction contract administration services for the Mifflin County Annex for a fixed project fee of \$239,550.00. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

K. Personnel:

- Resignation of Part-time Corrections Officer Pamela Brittain effective September 24, 2019*

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

IX. Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:20 a.m.

Secretary

ATTEST:

Chief Clerk