

Lewistown, PA

January 16, 2020

The Board of Mifflin County Commissioners met for the purpose of Reorganization and regular business on Thursday, January 16, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; 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; MIS Director Aaron Felker; Physical Plant Director Lonnie Griffith; Chief Probation Officer Todd Harpster; Warden Josh Garver; Auditor Helen Kirk; Oksana DeArment, United Way; Lucas Parkes, EADS Group; Craig Bubb, Municipal Authority of the Borough of Lewistown; Zandra Stauffer and Taylor Miller, MCTV.

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

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

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 Reorganization Meeting of January 6, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #126794 to 127012 and EFTs # 25906 to 25991 in the amount of \$1,101,750.36

2. Payroll Account:

Cks. #78796 to 78802 and Direct Deposit Advice # 29726 to 29963 in the amount of \$375,762.26

3. 911 Account:

Cks. #51885 to 51891 and EFTs #20659 to 20663 in the amount of \$488,576.45

4. Act 137 Account:

Ck. # 3061 in the amount of \$7,924.45

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

V. Treasurer's Report:

TREASURER'S REPORT

01/01/2020-01/14/2020

General Account Starting Balance

\$375,086.94

DEBITS

Deposits Receipts #100159-100391	638,912.59
Transfer from 911	41.31
Transfer from Capital Reserve	600,000.00
Transfer from LEPC	288.81
Voided Checks	10,950.82
Interest	0.00
TOTAL DEBITS	\$1,250,194.53

CREDITS

Bills Paid CK #'S 126794-127012, EFT'S # 25906-25991	1,101,750.36
Transfer to Payroll CKS 78796-78802, DD 29726-29963	375,762.26
NSF Checks	175.00

TOTAL CREDITS	\$1,477,687.62
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Ending Balance (Interest @ 01.390% as of 01/14/2020)	\$147,593.85
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Liquid Fuels

Invested at JV Bank @ 01.390% as of 01/14/2020	\$409,512.90
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Liquid Fuels - Act 89

Invested at JV Bank @ 01.390% as of 01/14/2020	\$325,621.65
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911 Telephone Account

Invested at JV Bank @ 01.390% as of 01/14/2020	\$763,570.54
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LEPC

Invested at JV Bank @ 01.390% as of 01/14/2020	\$27,314.04
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Local Use Fund

Invested at JV Bank @ 01.390% as of 01/14/2020	\$426,138.69
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Capital Reserve Account

Invested at JV Bank @ 01.81% as of 01/14/2020	\$6,785,258.01
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Report Subject to Audit

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

VI. Meetings and Events:

Chairman Sunderland:

- Salary Board Meeting*
- Prison Board Meeting*
- Department Head Meeting*
- Meeting with DCNR Rep Lori Yeich*
- Airport Authority Meeting*
- Human Services Quarterly Meeting*

Commissioner Postal:

- Meeting with Representative Fred Keller*
- Salary Board Meeting*
- Operation Fairness Meeting*
- Prison Board Meeting*
- SEDA-COG Joint Rail Authority Board Meeting*
- Meeting with DCNR Rep Lori Yeich*
- Department Head Meeting*

*Central Counties Youth Detention Center Meeting
SEDA-COG Natural Gas Executive Committee Meeting
Repository Bid Opening
DLI Executive Committee Meeting
Juniata Business and Industry Annual Meeting
CCAP Priorities press conference detailing priorities for
2020 including increased funding for mental health
services, solutions to the emergency medical services crisis,
County property tax reform, rural broadband expansion
and additional funding for adult probation*

*Commissioner Kodish: Salary Board Meeting
Operation Fairness Meeting
Chamber of Commerce Leadership Group
Prison Board Meeting
Department Head Meeting
Regional Services Property Committee Meeting
Meeting with DCNR Rep Lori Yeich
Area Agency on Aging Board Meeting
Library Board Meeting
Human Services Quarterly Meeting
Solid Waste Authority Meeting*

VII. Public Comment:

Helen Kirk of Ferguson Valley questioned the status of internet service in the County. She mentioned that she and her neighbors do not get adequate internet service. Her grandson has been on a waiting list for over two years with Verizon.

Commissioner Postal mentioned that this issue would have to be taken to the Internet Advisory Committee that meets monthly. There is an upcoming meeting on January 29, 2020 where several legislators will be present to discuss this issue. There was a study done to address gaps in service throughout the County. If that study doesn't show those gaps, we'll need to make sure it does. He suggested that Ms. Kirk provide her address to the Planning Office so they have record of where certain service gaps exist. He also reiterated that one of CCAP's priorities for this year is rural broadband expansion.

Craig Bubb, Executive Director of the Municipal Authority of the Borough of Lewistown (MABL) stated that MABL sued Lewistown Borough in Mifflin County Court against a Resolution they recently passed. He provided some background including that the Court found the Resolution to be unlawful on several points. Both Judges in Mifflin County have recused themselves from hearing the case. Lewistown Borough has filed an appeal to the Commonwealth Court. This endeavor will be costly for MABL to pursue, but if Lewistown Borough succeeds in taking over the assets of the MABL, it will cost the citizens of Mifflin County a lot of money to pay Lewistown Borough for a potential lease-back arrangement. Lewistown Borough took the next step in their pursuit to acquire the MABL by appointing a Board member representative to the Authority, which is something they have the ability to do once a year. To this point, they've removed two long-standing Board members of the MABL. They've placed new members on the MABL Board to monitor things. Mr. Bubb feels they are trying to get a majority on the MABL Board so they are able to negotiate with themselves. He stated this will not be good for the 70% of customers outside of Lewistown Borough because the water rate will go up and will directly benefit Lewistown Borough. The MABL is going to challenge Lewistown Borough in this attempt. Back in 1945, Lewistown Borough incorporated the Municipal Authority and as the incorporating municipality, they have legal standing and control of certain things. He feels their recent Resolution overreached their powers. The MABL is a general purpose Authority that can perform many different projects, but has mainly focused on water. For 75 years, the MABL and Lewistown Borough have run completely separate from one another. They have recently been given advice by their bond counsel that they can essentially expand their tax base and that's what they intend to do. Mr. Bubb indicated the MABL will challenge Lewistown Borough and urged the County to weigh in on this situation.

VIII. New Business:

A. *Proclamation designating January, 2020 as United Way Month*

PROCLAMATION

TO DESIGNATE JANUARY 2020 AS UNITED WAY MONTH

WHEREAS, the United Way of Mifflin-Juniata has been involved in meeting the needs of the people living in the Juniata Valley for over 85 years; and,

WHEREAS, the United Way of Mifflin-Juniata’s mission is to improve people’s lives by mobilizing the caring power of the community – is best exemplified through its ability to bring people together to solve difficult problems; and

WHEREAS, United Way believes in creating opportunities for a better life for all by “**Living United**” and encourages our residents to designate their United Way contributions to their home communities; and

WHEREAS, government employees give generously to the United Way of Mifflin-Juniata;

THEREFORE BE IT RESOLVED, we the Mifflin County Commissioners proclaim the month of January 2020, as “United Way Month” to heighten public awareness.

AND FURTHER, we encourage our residents and employees to continue their support in this United Way fundraising campaign, to raise \$450,000 to benefit children, seniors and families throughout 2020.

IN WITNESS WHEREOF, we the Mifflin County Commissioners express our appreciation to the many volunteers on the Boards of Directors of the United Way and its partner agencies for their generous contributions of time and energy to these agencies which seek to enrich the lives of people of this great county and do hereby proclaim and urge all citizens to recognize and support these efforts and services.

Signed this sixteenth day of January 2020.

Motion was made by Commissioner Postal to approve the Proclamation. Commissioner Kodish seconded the motion. The motion was unanimously approved.

Ms. DeArment, Executive Director of the United Way stated that she really appreciates the Commissioners’ support and creating awareness for their campaign. The goal for this year is \$450,000 and they are at about 70% of that goal. Last year, the goal was surpassed thanks to the “Dancing with the Stars” fundraiser. The “Dancing with the Stars” fundraiser will be happening again this year. She mentioned that United Way supports 12 agencies and their programs and two initiatives. The initiatives are Success by Six and a Nurse’s Pantry. She reiterated that they appreciate the Commissioners’ support and the pledged support of the County employees.

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

- *Wayne Township Tax Collector Mary Ellen Reed - 15*

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

C. *Request for exoneration of county real estate tax bill and relieve the Tax Collector from collecting this bill:*

- *Parcel No. 19,04-0115 located in Oliver Township – in repository for unsold properties - \$222.36*

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

- D. Resolution No. 21 of 2020 authorizing the submission of the application for funding from the Commonwealth of Pennsylvania Redevelopment Assistance Capital Program (RACP) Grant of \$2,500,000.00*

**MIFFLIN COUNTY BOARD OF COMMISSIONERS
RESOLUTION**

Resolution No. 21 of 2020 - January 16, 2020

RESOLUTION OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS (“COUNTY”) AUTHORIZING THE SUBMISSION OF THE APPLICATION FOR FUNDING FROM THE COMMONWEALTH OF PENNSYLVANIA REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (“RACP”) GRANT OF \$2,500,000 FOR TWO PHASES OF THE MIFFLIN COUNTY ECONOMIC DEVELOPMENT INITIATIVE

WHEREAS, *the Office of the Budget notified the Mifflin County Board of Commissioners (“County”) that the Governor of the Commonwealth of Pennsylvania has authorized the release of Two Million Five Hundred Thousand Dollars (\$2,500,000) in RACP funds (the “Grant”) for the Mifflin County Economic Development Initiative (“Project”) and has requested the County to prepare and submit a formal and complete RACP application to the Office of the Budget; and*

WHEREAS, *the Project will be completed in the following two (2) phases:*

- ***Phase One: County Annex Building: \$1,000,000***
- ***Phase Two: Mifflin County Academy Campus Expansion: \$1,500,000; and***

WHEREAS, *the Project will greatly benefit the County and the region, and, therefore, the County supports the Project.*

NOW, THEREFORE, BE IT RESOLVED *by the County as follows:*

1. *The County supports the filing of the application to the Office of the Budget in the amount of Two Million Five Hundred Thousand Dollars (\$2,500,000) to be used to complete the following phases:*
 - a. *Phase One: County Annex Building - \$1,000,000*
 - b. *Phase Two: Mifflin County Academy Expansion - \$1,500,000*
2. *The County intends to enter into an Intragovernmental Cooperation Agreement with the Mifflin County Academy of Science and Technology, who shall serve as the Sub-Grantee and be responsible for completion of improvements associated with Phase Two of the Project, only.*

The County authorizes the Chairman of the Board of Commissioners to execute the Grant Agreement on behalf of the County and to execute any and all other documents necessary to effectuate receipt of the Grant for the Project.

Commissioner Postal discussed this is a grant that would be used for renovations to the County Annex building and also expansion of the Mifflin County Academy campus. It was feasible and practical to put these projects together into one grant application. One million dollars will go to the County and 1.5 million will go to the Academy for their campus expansion. This isn't acceptance, this is a Resolution to apply.

Motion was made by Commissioner Postal to approve Resolution No. 21 of 2020 authorizing the submission of the application for funding from the Commonwealth of Pennsylvania Redevelopment Assistance Capital Program (RACP) Grant of \$2,500,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Resolution No. 22 of 2020 for the 2020 Census

2020 Census Resolution No. 22 of 2020

WHEREAS the U.S. Census Bureau is required by the U.S. Constitution to conduct a count of the population which provides a historic opportunity to help share the foundation of our society and play an active role in American democracy;

WHEREAS Mifflin County is committed to ensuring every resident is counted;

WHEREAS federal and state funding is allocated to communities, and decisions are made on matters of national and local importance based, in part, on census data and housing;

WHEREAS census data helps determine how many seats each state will have in the U.S. House of Representatives and is necessary for the accurate and fair redistricting of state legislative seats and voting districts;

WHEREAS information from the 2020 Census and American Community Survey are vital tools for economic development and increased employment;

WHEREAS the information collected by the census is confidential and protected by law;

WHEREAS a united voice from government, business, community-based, faith-based and social service organizations, educators, media and others will enable the 2020 Census message to reach more of our residents;

Now, therefore, BE IT RESOLVED that Mifflin County is committed to partnering with the U.S. Census Bureau and will:

- 1. Share the imminence and importance of the 2020 Census with county residents.*
- 2. Encourage residents to respond to the census when they receive the information in March 2020.*
- 3. Support census takers as they help our community complete an accurate count.*
- 4. Promote the availability of Census Jobs in the county.*
- 5. Encourage residents to participate in events and initiatives that will raise the awareness of the 2020 Census and increase participation.*

ADOPTED this 16th day of January, 2020, at a regular meeting of the Board of County Commissioners of the County of Mifflin, Pennsylvania.

Motion was made by Commissioner Postal to approve Resolution No. 22 of 2020 for the 2020 Census. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. 2020 Central Counties Youth Center Agreement - \$285,879.00

Mr. Harpster discussed that, as an owner County, this is our share for running the Detention Center. The cost varies from year to year based on the average usage over the

previous three years. Also figured into the cost are the charges that non-owner Counties pay to use the facility. The non-owner Counties pay more, which helps offset the cost to member Counties. The amount this year is a little higher than it has been in years' past because our numbers were up over the last two years. Numbers are down about 60% this year. Mr. Harpster explained that the rules of who is accepted into the facility have changed recently. Certain kids that should be detained are now being turned away because of these rules. The center can house 11 kids per day, and the average last year was six per day.

Commissioner Postal added the member counties are Centre, Clinton, Clearfield, Mifflin and Huntingdon.

Motion was made by Commissioner Postal to approve the 2020 Central Counties Youth Center Agreement - \$285,879.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. *Licensing Agreement with Oracle for the Adult Probation software package*

Mr. Harpster explained this is a licensing agreement with Oracle. Mr. Felker added this used to be covered under a software agreement we had at the Prison under another vendor. The Prison changed vendors, so we needed to have a separate licensing agreement with Oracle. Mr. Harpster mentioned this expense could possibly be covered by the Supervision Fund.

Motion was made by Commissioner Kodish to approve the Licensing Agreement with Oracle for the Adult Probation software package. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. *Licensing Agreement with Microsoft for additional licenses*

Mr. Felker mentioned the County has an agreement that covers the licensing of the software on the staff computers and it is renewed annually. This agreement has already been taken care of. There are also a number of public kiosk machines that are used in the lobbies of various offices for public access. It makes sense financially, because these computers don't require the same software that staff computers do, to sign a separate agreement with Microsoft for different licenses.

Motion was made by Commissioner Postal to approve the licensing agreement with Microsoft for additional licenses. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. *Web Program Enrollment Agreement with County Commissioners Association of Pennsylvania*

Mr. Felker discussed CCAP is changing the way they are doing their web hosting. Currently, our County website is hosted by CCAP. They've provided this service for a number of years now. CCAP is still contemplating whether they will continue to host websites for different Counties. If they do, they will be changing the platform they are using and updating their software. It will be more expensive from the beginning to get the platform built and transfer everything over from the old platform to the new one. CCAP is looking for Counties that are already a part of the web program to complete an agreement that states they will still use CCAP and want to move forward with the upgrade if CCAP goes in that direction.

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

J. *Engineer Agreement with EADS Group, Inc. for the Dorcas Street Bridge Project for a lump sum of \$31,900.00*

Mr. Griffith explained this is for some repair work for the Dorcas Street Bridge. It mostly involves erosion issues on the bank closest to Lingle Distributing. It will also involve some deck work to be done at the same time. This agreement will allow the EADS Group to send it the project out for bid to have the work done sometime this summer.

Motion was made by Commissioner Postal to approve the engineer agreement with EADS Group, Inc. for the Dorcas Street Bridge Project for a lump sum of \$31,900.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

K. *Boat Launch Repair Act 13 Funds – not to exceed \$20,000.00*

Mr. Griffith mentioned there is an ongoing issue at the Boat Launch that's been going on for several years. This repair is to fix some erosion issues on the bank that were desperately needed. This will allow for the use of Act 13 money, not to exceed \$20,000.00. The work should be completed very soon.

Lucas Parkes, EADS Group stated that this project was originally funded with a DCNR grant and some Act 13 funds.

Motion was made by Commissioner Postal to approve the Boat Launch Repair Act 13 funds – not to exceed \$20,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

L. *Kish Bank Account Signature Changes:*

- *Recorder of Deeds Record Improvement Fund*
- *Mifflin County Planning Commission*
- *Rural Business Enterprise Account*

Motion was made by Commissioner Postal to approve the Kish Bank Account Signature Changes. Commissioner Kodish seconded the motion. The motion was unanimously approved.

M. *On-the-Job Training Contract with Central Pennsylvania Workforce Development Corporation*

Mr. Garver mentioned this program was set up for people who are displaced from their original jobs. Under this contract, the individual is hired, they receive training and we then get reimbursed a portion of their wages. The training will last until June 30, 2020.

Motion was made by Commissioner Postal to approve the On-the-Job Training Contract with Central Pennsylvania Workforce Development Corporation. Commissioner Kodish seconded the motion. The motion was unanimously approved.

N. *Personnel:*

- *Promotion of Dwayne Kurtz from part-time to full-time Corrections Officer effective January 5, 2020*
- *Promotion of Katelyn Rauch from part-time to full-time Corrections Officer effective January 5, 2020*
- *Hiring of Blaine Wainwright for Probation Officer effective January 6, 2020*
- *Hiring of Bobbi Jo Price for LPN at the Prison effective January 17, 2020*
- *Promotion of Jill Conner from Eligibility Clerk to Fiscal Assistant in the Children and Youth Department effective January 20, 2020*

- *Hiring of Casey Willis for part-time Corrections Officer effective January 20, 2020*
- *Hiring of Joseph Cox, Jr. for part-time Corrections Officer effective January 27, 2020*
- *Hiring of Adam Waite for part-time 9-1-1 Dispatcher effective January 20, 2020*
- *Hiring of Tiffany Mast for Court Reporter effective February 3, 2020*
- *Resignation of Children and Youth caseworker Mikayla Brumbaugh effective February 7, 2020*

Motion was made by Commissioner Kodish 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 Sunderland adjourned the meeting at 9:37 a.m.

Secretary

ATTEST:

Chief Clerk