

Lewistown, PA

March 5, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, March 5, 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.

Erin Thompson of The Sentinel/County Observer was the only representative present from the news media.

Guests present: Treasurer Deb Civitts; County Auditor Helen Kirk; Planning Director Mark Colussy; Warden Josh Garver; Community Development Administrator/Assistant Director James Lettiere; CDBG Fiscal Manager Chastity Fultz; Housing Rehabilitation Specialist Doug Marks; Nick Felice, MCIDC; Lucas Parkes, EADS Group; Rebecca Conner; Heather Confer; Steve Himes; Jenn Hartzler; Brett Rogers; Rhonda Moore; Jennifer Mitchell; Emily Eckenroth; Kelly Rodenbaugh; Molly Kinney; Chris Wagner; Cher Harpster; Adam Sheetz and Logan Sharp, 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 Regular Meeting of February 20, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #127430 to 127647 and EFTs # 26110 to 26127 in the amount of \$639,762.14

2. Payroll Account:

Cks. # 78825 to 78836 and Direct Deposit Advices # 30454 to 30695 in the amount of \$442,403.37

3. 911 Account:

Cks. #51921 to 51931 and EFT #20673 to 20677 in the amount of \$610,076.31; voided ck #51930

4. CDBG Account:

Cks. #1497 in the amount of \$961.36

5. Act 137 Account:

Cks. # 3070 in the amount of \$8,649.60

6. Liquid Fuels Act 89 Account:

EFT #8090 in the amount of \$85.50

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
02/19/2020-03/03/2020**

General Account Starting Balance	\$307,876.86
 DEBITS	
Deposits Receipts #100737-100873	1,602,142.23
Transfer from 911	0.00
Transfer from Capital Reserve	450,000.00
Transfer from LEPC	241.69
Voided Checks	113.70
Interest	1,187.57
TOTAL DEBITS	\$2,053,685.19
 CREDITS	
Bills Paid CK #'S 127430-127647, EFT'S # 26110-26127	639,762.14
Transfer to Payroll CKS 78815-78824, DD 30214-30453	442,403.37
Transfer to CDBG	0.00
TOTAL CREDITS	\$1,082,165.51
 Ending Balance (Interest @ 01.390% as of 03/03/2020)	 \$1,279,396.54

Liquid Fuels	
Invested at JV Bank @ 01.390% as of 03/03/2020	\$410,462.23
 Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 03/03/2020	\$326,209.42
 911 Telephone Account	
Invested at JV Bank @ 01.390% as of 03/03/2020	\$399,331.29
 LEPC	
Invested at JV Bank @ 01.390% as of 03/03/2020	\$35,919.17
 Local Use Fund	
Invested at JV Bank @ 01.390% as of 03/03/2020	\$427,126.48
 Capital Reserve Account	
Invested at JV Bank @ 01.87% as of 03/03/2020	\$6,391,371.69
 Report Subject to Audit	

Motion was made by Commissioner Kodish 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:

Chairman Sunderland: Meeting with Children & Youth
PREA Grant Kick Off
Wayne Township Bridge Meeting
Planning Commission Meeting
Broadband RFP Meeting
Penn State Ag Extension Meeting
Building Permit Meeting
Board of Elections Meeting
Salary Board Meeting

Commissioner Postal: Meeting with Children & Youth
Wayne Township Bridge Meeting
Broadband RFP Meeting
Mifflin County Housing Authority Meeting
Mifflin County Human Services Department Meeting
Planning Commission Meeting
PREA Grant Kick Off
Building Permits Meeting
JVBDS Executive Committee Meeting
Department of Health Coronavirus Conference Call
Salary Board Meeting

Commissioner Kodish: Board of Elections Meeting
Salary Board Meeting
Regional Services Board Meeting
Bridge Program Meeting
SEDA-COG Local Development Board Meeting
SEDA-COG Board Meeting
Juniata River Valley Tourism Board Meeting
Broadband RFP Meeting
Building Permits Meeting
Planning Commission Meeting
Meeting with Children & Youth
Salary Board Meeting

VII. Public Comment:

None to report.

VIII. New Business:

A. Proclamation – March is STEM Month

**PROCLAMATION
March is STEM MONTH**

WHEREAS, STEM education is an integrated, interdisciplinary, and student-centered approach to learning that encourages curiosity, creativity, artistic expression, collaboration, computational thinking, communication, problem solving, critical thinking, and design skills; and

WHEREAS, Science is the process of finding out about the world and how it works, Technologies are the tools that have been designed to meet human needs, Engineering is the process of designing tools, systems, and structures that humans need and Mathematics is the universal language for the study of quantities, shapes, angles, distances, and change; and

WHEREAS, STEM environments provide students with more in-depth knowledge and the ability to integrate and apply that knowledge; and

WHEREAS, children who study STEM develop a variety of skills that are essential for success such as critical thinking/problem solving, creativity/innovation, communication, collaboration, and entrepreneurship; and

WHEREAS, STEM programs and education increases the number of Mifflin County youth pursuing vocational-technical educational programs, advanced degrees, bachelor degrees, trade school attendees, gainful employment and entrepreneurial endeavors.

NOW, THEREFORE, be it resolved that STEM providers, partners, and organizations throughout Mifflin County and we the Mifflin County Commissioners proclaim March is STEM Month in Mifflin County! We encourage all residents to take advantage of the many opportunities to engage in STEM related activities and learning environments available in Mifflin County in March and throughout the year.

Proclaimed this 5th day of March, 2020

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

Mr. Rogers thought this was a great step forward for the collaborating groups in the community doing STEM. Those groups include the School, the Chamber of Commerce Business Education Committee, Mifflin County Library, the TIU Community Partnerships and a lot of financial supporters as well. This is a great time to kick this off as there a couple of events happening this month including STEM Day at the Library on March 14 and the Mifflin County Science and Technology Fair on March 28. These events are open to the public and are a great way to introduce kids to STEM. He thanked the Commissioners and the community for their support.

The meeting was recessed at 9:11 a.m. to take pictures with the Proclamation.

The meeting reconvened at 9:17 a.m.

B. Request for exoneration of 2020 county real estate tax bills and relieve the Tax Collectors from collecting these bills:

- Parcel No. 09,01-0706A,001 located in Kistler Borough – mobile home has been taxed on another parcel since May 2017
- Parcel No. 16,11-1119 located in Derry Township – Department of Veterans' Affairs has approved this parcel for exempt status
- Parcel No. 15,09-0104,002 located in Decatur Township – mobile home was destroyed

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

C. Request for exoneration of 2020 county portion per capita taxes:

- Armagh Township Tax Collector Linda Marks – 19

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

D. 2020 Tax Claim Fees and Costs effective March 1, 2020

Motion was made by Commissioner Postal to approve the 2020 Tax Claim Fees and Costs effective March 1, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Resolution No. 29 of 2020 extending the Keystone Opportunity Expansion Zone (KOEZ) for the Mifflin County Industrial Development Corporation

RESOLUTION #29 of 2020

A RESOLUTION EXTENDING THE TERM OF EXEMPTIONS, DEDUCTIONS, ABATEMENTS AND CREDITS FOR REAL PROPERTY, EARNED INCOME TAX, NET PROFITS, MERCANTILE AND BUSINESS PRIVILEGE TAXES WITHIN A SPECIFIC GEOGRAPHIC AREA IN GRANVILLE TOWNSHIP, MIFFLIN COUNTY DESIGNATED AS A KEYSTONE OPPORTUNITY EXPANSION ZONE (“KOEZ”), IN ORDER TO FOSTER ECONOMIC OPPORTUNITIES, STIMULATE INDUSTRIAL, COMMERCIAL, AND RESIDENTIAL IMPROVEMENTS AND PREVENT PHYSICAL AND INFRASTRUCTURE DETERIORATION WITHIN AREAS OF THE MIFFLIN COUNTY, COMMONWEALTH OF PENNSYLVANIA, UPON CERTAIN TERMS AND CONDITIONS.

WHEREAS, Mifflin County recognizes the need to encourage investment in a defined geographical area of Mifflin County, bounded as set forth in Attachment ‘A’ (the “Extended Parcel”), that is experiencing distress characterized by one or more of the following: high unemployment, low investment of new capital, blighted conditions, underutilized, obsolete or abandoned industrial commercial and residential structures, deteriorated tax base; and

WHEREAS, the Extended Parcel consists of an unoccupied portion (s) of a KOEZ within Mifflin County which is KOEZ expires on December 31, 2020; and

WHEREAS the Keystone Opportunity Zone, Keystone Opportunity Expansion Zone and Keystone Opportunity Improvement Zone Act (Act of October 6, 1998, P.L. 705, No. 92), as amended, hereinafter referred to as the “Act,” authorizes political subdivisions to apply to the Pennsylvania Department of Community and Economic Development (DCED) for an extension of the term of the applicable benefits within the respective unoccupied portion(s) of the KOEZ granting exemptions, deductions, abatements or credits from all local taxes identified in the Act; and

WHEREAS, approval of extending the term of the benefits for the Extended Parcel as provided in the Act will result in improving the economic, physical, and social conditions within the subject KOEZ by stimulating existing businesses employment, creating new employment and diminishing blight; and

WHEREAS, it is expected that increased private and public-sector investors will reverse the disinvestment and conditions of blight of the Extended Parcel by the termination date of the extended term.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Mifflin County, that effective as of this date _____, 2020 contingent only upon DCED’s approval of the application for the proposed term of the Extended Parcel of the existing KOEZ, the term of the Extended Parcel is extended for a period of 10 years from the date of occupancy of the Extended Parcel or expiration of the KOEZ, whichever occurs first as determined by the Department.

FURTHER RESOLVED, that the following provisions shall apply to the extended term once the Extended Parcel is occupied:

- 1. Real Property Tax on the Proposed KOEZ is 100% exempt in accordance with the provisions and limitations hereinafter set forth in accordance*

with the Act, such exemption to begin on January 1, 2021 and to terminate December 31, 2030.

2. *The following shall be exempt, in accordance with the provisions and limitations set forth within the Act, relative to the Extended Parcel:*

- a. Business gross receipts tax for operations conducted by a Qualified Business within the Extended Parcel.*
- b. Business privilege tax.*
- c. Tax on the earned income received by a resident of the Extended Parcel.*
- d. Tax on the net profits of a Qualified Business attributable to business activity conducted within the expansion zone.*
- e. Mercantile license tax attributable to business activity by a Qualified Business conducted within the Extended Parcel.*
- f. Tax on occupancy or use within the Extended Parcel.*
- g. Sales and use tax (for purchases used and consumed by a Qualified Business within the Extended Parcel).*

Benefits to begin on January 1, 2021 and terminate on December 31, 2030.

3. *The provisions of the Act not herein enumerated, shall, nevertheless, be incorporated as part of this resolution by reference.*

4. *This resolution shall be effective upon execution, conditioned upon the approval of the application by DCED.*

RESOLVED by the Board of Commissioners of Mifflin County, Pennsylvania, this 5th day of March, 2020.

Attachment A

The “Extended Parcel” is defined as all of the following parcels in aggregate:

- 1) Tax Map # 17 ,12-0119A-,000 17.07 acres (approx.)*
- 2) Tax Map # 17 ,12-0119AA,000 6.58 acres (approx.)*
- 3) Tax Map # 17 ,34-0216--,000 21.90 acres (approx.)*

and is composed of approximately a total of 45.55 acres, as based upon public record as identified in the records of Mifflin County Tax Assessment Office.

Mr. Felice mentioned that the list of parcels has been corrected to remove a parcel that was previously listed in error.

Commissioner Postal reiterated the taxes are paid until these parcels are improved. Mr. Felice confirmed that was correct.

Motion was made by Commissioner Postal to approve Resolution No. 29 of 2020 extending the Keystone Opportunity Expansion Zone (KOEZ) for the Mifflin County Industrial Development Corporation. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. *Addendum to the Mifflin County Correctional Facility and Oasis Management System, Inc., Commissary Contract*

Mr. Garver stated this is an addendum to the original contract. When this contract began, the Mifflin County Correctional Facility was one of the pilot programs. Because the system is now up and running, Oasis has agreed to give MCCF an additional 0.5% on commissions. This contract is renewed every five years.

Motion was made by Commissioner Postal to approve the addendum to the Mifflin County Correctional Facility and Oasis Management System, Inc., Commissary Contract. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. *Ratification and letter of understanding between the County of Mifflin, acting by and through the Mifflin County Correctional Facility, and Geisinger-Lewistown Hospital for health care services to inmates for calendar year 2020*

Mr. Garver discussed this is something needed for the State. It's an understanding that Geisinger-Lewistown Hospital will accept inmates from the Mifflin County Correctional Facility in emergency cases and that the Correctional Facility will pay the Act 22 rates.

Motion was made by Commissioner Kodish to approve the ratification and letter of understanding between the County of Mifflin, acting by and through the Mifflin County Correctional Facility, and Geisinger-Lewistown Hospital for health care services to inmates for calendar year 2020. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. *Sub-recipient Agreement between Mifflin County and Armagh Township for the FFY 2018 Community Development Block Grant Funds*

Mr. Lettiere explained this is for the demolition of 73 North Main Street in Milroy, Armagh Township funded by County CDBG funds. The agreement is between Armagh Township Supervisors and the Mifflin County Commissioners. The CDBG amount is \$51,000 for demolition and delivery. Armagh Township invested \$5,000 for legal fees. They were issued a conservatorship by the Court of Common Pleas for the demolition. The environmental review has been completed. The bids should occur in April and the bid awarded in June. Demolition will then take place in either July or August.

Motion was made by Commissioner Postal to approve the sub-recipient agreement between Mifflin County and Armagh Township for the FFY 2018 Community Development Block Grant Funds. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. *Change order for the CDBG project, 15 & 17 Henrietta Street Demolition and Wall Reconstruction*

Mr. Marks stated this project was contracted in December 2019 for Granville Township on Henrietta Street. Two homes are being demolished and a wall adjoining with the next building is being reconstructed. When the project began, it was known that the engineer would have to assess the remaining wall to determine if any changes needed to be made because some of the items were unforeseen. This change order is for some additional framing the engineer deemed necessary to the existing wall. The contract is with the County, but Granville Township will be paying the entire change order in the amount of \$3,922. The same contractor will be performing the work.

Commissioner Postal pointed out that Granville Township is paying the additional \$3,922 out of their funds and Armagh Township is paying \$5,000 for the previous agenda

item. He feels it's important that municipalities have some of their funds in these programs.

Motion was made by Commissioner Postal to approve the change order for the CDBG project 15 & 17 Henrietta Street Demolition and Wall Reconstruction. Commissioner Kodish seconded the motion. The motion was unanimously approved.

J. Resolution No. 30 of 2020 adopting the Mifflin County Hazard Mitigation Plan

*Resolution No. 30 of 2020
Mifflin County, Pennsylvania*

WHEREAS, *the municipalities of Mifflin County, Pennsylvania, are most vulnerable to natural and human-caused hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and*

WHEREAS, *Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and*

WHEREAS, *Mifflin County acknowledges the requirement of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and*

WHEREAS, *the Mifflin County Hazard Mitigation Plan has been developed by the Mifflin County Planning and Development Department and the Mifflin County Department of Public Safety in cooperation with the Hazard Mitigation Advisory Committee, local municipal officials, and the citizens of Mifflin County, and*

WHEREAS, *a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Mifflin County Hazard Mitigation Plan, and*

WHEREAS, *the Mifflin County Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural and human-caused hazards that face the County and its municipal governments,*

NOW THEREFORE BE IT RESOLVED *by the governing body for the County of Mifflin that:*

- *The Mifflin County Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the County, and*
- *The respective officials and agencies identified in the implementation strategy of the Mifflin County Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.*

Mr. Colussy stated the Federal Disaster Mitigation Act of 2000 requires counties to update their hazard mitigation plan at least every five years. Over the previous two years, the Mifflin County Planning Office and the Public Safety Office have been working to update that plan. The plan had been sent to PEMA and FEMA for review at the end of 2019. The Planning Department received a letter from FEMA on January 28, 2020 indicating the plan was approved pending adoption. He's asking that the Commissioners approve this Resolution and officially adopt the plan on behalf of the County. He noted all of the municipalities in the county will also need to adopt this plan. Once the county and at least one other municipality adopts the plan via Resolution, the plan is considered approved, which will reenact our ability to receive post mitigation disaster dollars in case of any disaster.

Motion was made by Commissioner Postal to approve Resolution No. 30 of 2020 adopting the Mifflin County Hazard Mitigation Plan. Commissioner Kodish seconded the motion. The motion was unanimously approved.

K. *Resolution No. 31 of 2020 supporting the 2020 priorities of the County Commissioners Association of Pennsylvania*

THE COUNTY OF MIFFLIN

RESOLUTION

Number 31-2020

A RESOLUTION OF THE COUNTY OF MIFFLIN, COMMONWEALTH OF PENNSYLVANIA, SUPPORTING THE 2020 PRIORITIES OF THE COUNTY COMMISSIONERS ASSOCIATION OF PENNSYLVANIA

WHEREAS, Pennsylvania's counties, including Mifflin County, through membership in the County Commissioners Association of Pennsylvania, have selected five priority issues that will be the focal point of the Counties' proactive agenda for 2020; and

Whereas, these priorities are: 1) increased funding for mental health services; 2) solutions to the Emergency Medical Services that address recruitment and retention, reimbursement rates, and other related issues; 3) property tax reform; 4) expansion of the rural broadband network; and 5) increased State funding for adult probation services and programs; and

WHEREAS, these priorities underscore and emphasize the State-County partnership for the delivery of services to the citizens of Pennsylvania, including Mifflin County; and

NOW, THEREFORE, IT IS, THEREFORE, RESOLVED that

Mifflin County stands ready to work with the County Commissioners Association of Pennsylvania and other counties throughout the Commonwealth in support of these priorities for 2020.

IT IS FURTHER RESOLVED that these priorities emphasize the important role Mifflin County and other counties play in improving our communities and the well-being of our residents.

IT IS FURTHER RESOLVED that Mifflin County calls upon the General Assembly and the Administration to work together in partnership with Counties and the County Commissioners Association of Pennsylvania to jointly determine the most effective ways to continue meeting the needs of Pennsylvanians.

IT IS FURTHER RESOLVED that collaboration between County government and the Commonwealth on these priorities will lead to solutions that improve stewardship of taxpayer dollars, reduce cost, increase local flexibility and assure the quality of services counties provide.

IT IS FURTHER RESOLVED that a copy of this resolution be sent to the Mifflin County legislative delegation, to Governor Wolf, and to the County Commissioners Association of Pennsylvania.

Commissioner Postal mentioned that every year, the County Commissioners Association of Pennsylvania (CCAP) polls all counties attending their conference to identify priorities for that year. A large list is compiled and then voted on to come up with the top five priorities. The top five priorities for 2020 are listed in the above Resolution that CCAP is asking all counties to adopt.

Motion was made by Commissioner Postal to approve Resolution No. 31 of 2020 supporting the 2020 priorities of the County Commissioners Association of Pennsylvania. Commissioner Kodish seconded the motion. The motion was unanimously approved.

L. *Personnel:*

- *Resignation of Deborah Snyder from Part-time 911 Telecommunicator effective February 28, 2020*

- *Hiring of Kayla Millisock for Part-time Corrections Officer effective March 9, 2020*
- *Promotion of Chastity Fultz to Community Development Administrator effective March 9, 2020*
- *Appointment of Bryanna Metz for an intern in the Sheriff's Office effective March 17, 2020*

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

Commissioner Kodish thanked Jim Lettiere for his service and wished him the best in his new job as Planning Director for Huntingdon County.

IX. Adjournment:

With no other business on the agenda, Chairman Sunderland adjourned the meeting at 9:28 a.m.

Secretary

ATTEST:

Chief Clerk