

Lewistown, PA

October 15, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, October 15, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland and Robert Postal; Solicitor Stephen Snook, BMZ Law; Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey. Commissioner Kevin Kodish was absent.

Bradley Kreitzer of The Sentinel/County Observer was the only representative present from the news media.

Guests present: Treasurer Deb Civitts; Planning Director Mark Colussy; Community Development Administrator Chastity Fultz; Public Safety Director Phil Lucas; Grant Writer Lisa Stalnaker; District Attorney Chris Torquato.; Bob Henry, JVBDS; Chief David Clemens, Lewistown Police Department; Lucas Parkes; Zandra Stauffer and Gabby Wolfkill, MCTV

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

I. Invocation: *A moment of silent prayer was observed.*

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 October 1, 2020. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #129873 to 130058 and EFTs # 26932 to 27028 in the amount of \$1,354,613.46

2. Payroll Account:

Cks. #78984 to 78990 and Direct Deposit Advices # 34231 to 34466 in the amount of \$343,855.53

3. 911 Account:

Cks. # 52035 to 52037 and EFT #20738 to 20741 in the amount of \$5,289.98

4. CDBG Account:

Cks. # 1521 in the amount of \$23,750.00

5. Act 137 Account:

Cks. # 3088 to 3090 in the amount of \$13,884.25

6. LEPC Account:

Cks. # 1506 in the amount of \$155.00

7. Liquid Fuels Account

Cks. #1684 to 1685 in the amount of \$12,268.02

Motion was made by Commissioner Postal to approve payment of bills as listed above. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

V. Treasurer's Report:

**TREASURER'S REPORT
09/30/2020-10/13/2020**

General Account Starting Balance **\$211,111.20**

DEBITS

Deposits Receipts #103596-103819	345,409.22
Transfer from 911	10.10
Transfer from Capital Reserve	1,400,000.00
Transfer from LEPC	226.95
Voided Checks	0.00
Interest	184.77

TOTAL DEBITS **\$1,745,831.04**

CREDITS

Bills Paid CK #'S 129873-130058, EFT'S # 26932-27028	1,354,613.46
Transfer to Payroll CKS 78984 - 78990, DD 34231 – 34466	343,855.53
Transfer to	0.00
NSF CHECKS	0.00

TOTAL CREDITS **\$1,698,468.99**

Ending Balance (Interest @ 0.350% as of 10/13/2020) **\$258,473.25**

Liquid Fuels

Invested at JV Bank @ 0.350% as of 10/13/2020 \$429,760.05

Liquid Fuels - Act 89

Invested at JV Bank @ 0.350% as of 10/13/2020 \$344,381.80

911 Telephone Account

Invested at JV Bank @ 0.350% as of 10/13/2020 \$750,271.00

LEPC

Invested at JV Bank @ 0.350% as of 10/13/2020 \$33,326.49

Local Use Fund

Invested at JV Bank @ 0.350% as of 10/13/2020 \$340,079.13

M C CARES

Invested at JV Bank @ 0.500% as of 10/13/2020 \$4,167,108.31

Capital Reserve Account

Invested at JV Bank @ 0.950% as of 10/13/2020 \$11,371,194.13

Report Subject to Audit

Motion was made by Commissioner Postal to approve the Treasurer's Report as received, subject to audit. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

VI. Meetings and Events:

*Chairman Sunderland: Various Internal Meetings
Operation Fairness Meeting
CARES Act Funding Meeting
Various Budget Meetings
Conservation District – new department head*

*Commissioner Postal: Various Internal Meetings
CCAP Policy Structure Task Force Meeting
CCAP Weekly Call-in regarding CARES, et al
SEDA-COG Joint Rail Authority Meeting
SEDA-COG Natural Gas Executive Committee Meeting
JVBDS Executive Committee Meeting
Central Counties Youth Detention Center Meeting
Operation Fairness Meeting
Various Budget Meetings*

Commissioner Kodish: Commissioner Kodish was absent from the meeting.

VII. Public Comment:

Commissioner Postal mentioned there is a drop-off box in the Courthouse foyer for individuals to deposit their mail-in ballots. This is provided as a matter of convenience for voters so they don't have to pass through security to deposit their ballot. The box is under constant surveillance by the Sheriff Deputies and by a video camera. The deadline to apply for an absentee or mail-in ballot is October 27, 2020, which is a week before the Election. He encouraged anyone wishing to request an absentee or mail-in ballot do so as soon as possible.

VIII. New Business:

- A. *Application for Body-Worn Camera Policy and Implementation Program Grant for the period January 1, 2021 through September 30, 2022 - \$172,778.00*

Motion was made by Commissioner Postal to approve the Application for Body-Worn Camera Policy and Implementation Program Grant for the period January 1, 2021 through September 30, 2022 - \$172,778.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

Commissioner Postal pointed out this involves body cameras for all police departments in Mifflin County. District Attorney Torquato added that all of the police departments within Mifflin County are going to participate in the application for the grant. It will depend on each municipality's governing body to decide whether they will ultimately participate and contribute a 50% required match. Quotes for the cameras are being obtained at this time. After receiving the quotes, each department will decide if they want to participate and contribute the 50% match.

- B. *Pennsylvania Commission on Crime and Delinquency award notification for the Mifflin County Co-Responders Program Grant for the period October 1, 2020 through September 30, 2021 - \$117,251.00*

Mr. Henry discussed this is the result of a year's worth of planning by Juniata Valley Behavioral and Developmental Services, the Lewistown Borough Police Department and the Mifflin-Juniata Human Services Department. These organizations partnered with the Center for Community Resources to provide a position to be housed in the Lewistown Borough Police Department and will deal with the social work aspects of the job that police aren't trained or equipped to do. This will divert individuals to treatment instead of the criminal justice system. Chief David Clemens, Mr. Henry and several others visited a similar program in Chambersburg last October. Chief Clemens mentioned that those involved with the Chambersburg program are very pleased with it so far. He's looking forward to bringing the program to the Lewistown Police Department and hopes it can be expanded at some point to include other police departments throughout the County.

Motion was made by Commissioner Postal to approve the Pennsylvania Commission on Crime and Delinquency award notification for the Mifflin County Co-Responders Program Grant for the period October 1, 2020 through September 30, 2021 - \$117,251.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- C. *Request for exoneration of rollback taxes for Parcel No. 19,02-0108--,000, and relieve Treasurer Civitts from collecting this tax – county portion \$1,773.17*

Motion was made by Commissioner Postal to approve the request for exoneration of rollback taxes for Parcel No. 19,02-0108--,000, and relieve Treasurer Civitts from collecting this tax – county portion - \$1,773.17. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- D. *Request for exoneration of 2020 county real estate tax bills and relieve the Tax Collector from collecting these bills:*

- *Parcel No. 's 17,26-0219 and 17,12-0334 located in Granville Township – parcels are exempt as of January 1, 2020 per a Court Order - \$494.39 and \$745.92*

Motion was made by Commissioner Postal to approve the request for exoneration of 2020 county real estate taxes for Parcel No. 's 17,26-0219 and 17,12-0334 located in Granville Township – parcels are exempt as of January 1, 2020 per a Court Order - \$494.39 and \$745.92. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- E. *Memorandum of Understanding with Tuscarora Intermediate Unit II to provide adult education and workforce services to the inmates at Mifflin County Correctional Facility for the period July 1, 2020 through June 30, 2021 - \$7,500.00*

Commissioner Postal noted this is a continuation of the GED program offered at the Correctional Facility.

Motion was made by Commissioner Postal to approve the Memorandum of Understanding with Tuscarora Intermediate Unit II to provide adult education and workforce services to the inmates at the Mifflin County Correctional Facility for the period July 1, 2020 through June 30, 2021 - \$7,500.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- F. *2020 State Homeland Security Grant Program – Grant Agreement – South Central Mountains Regional Counter Terrorism Task Force for the period September 1, 2020 through August 31, 2023 - \$505,540.00*

Mr. Lucas explained this is an annual grant through Homeland Security to provide planning, training and equipment to regional first responders. The groups that are

eligible have recently been expanded to include healthcare institutions. This year there is a 12% increase because of some additional areas of focus that the Federal government asked for. Those areas of focus include cybersecurity and pandemic planning. There are seven counties that participate in this task force in addition to Mifflin County including Bedford, Blair, Fulton, Huntingdon, Centre, Juniata and Snyder Counties.

Motion was made by Commissioner Postal to approve the 2020 State Homeland Security Grant Program – Grant Agreement – South Central Mountains Regional Counter Terrorism Task Force for the period September 1, 2020 through August 31, 2023 - \$505,540.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

G. CARES Act Fund Grants:

- *Small Business:*
 1. *Dan Pierce Outdoors Shop - \$8,090.00*
 2. *East End Coffee Co. - \$20,000.00*
 3. *Shade Mountain Naturals - \$35,000.00*
 4. *Short Bus Brewing - \$20,000.00*
 5. *Stef's School of Dance - \$8,348.00*
 6. *Super 8 Motel - \$25,000.00*
 7. *H&H Truck Repair - \$25,000.00*
 8. *Miles Chiropractic - \$3,421.92*

- *Non-Profit*
 1. *Brooklyn Hose Co. - \$8,525.00*
 2. *Community Partnerships - \$31,745.00*
 3. *Mifflin County Library - \$35,000.00*
 4. *St. Vincent de Paul Society - \$3,383.00*
 5. *Yeagertown Fire Co. - \$20,000.00*
 6. *Evolution Arts - \$2,536.00*

- *Municipal*
 1. *Granville Township - \$3,126.22*
 2. *Derry Township - \$7,745.00*

- *Broadband*
 1. *Centre WISP – Not to exceed \$224,229.90*

Mr. Colussy discussed that the county has been actively reviewing applications for County Relief Block Grant funding. In the last few months, the focus has been mainly on small businesses and non-profits. There was a later deadline for municipal and broadband applications. The Planning Department along with SEDA-COG have been reviewing the applications to make sure that all CARES Act funding requirements have been met. He briefly reviewed each category and the grant amounts for consideration. The total amount approved for small businesses to date including the above grants has been \$251,110.97. The total amount of grants approved for non-profits including the above is \$148,312.04. Total municipal grants total \$10,871.22 and broadband grant totals \$224,229.90. From the start of the program, there have been 26 grant applications approved.

Motion was made by Commissioner Postal to approve the CARES Act Fund Grants as presented contingent upon the execution of sub-recipient agreements. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

Mr. Colussy added there are still three applications in the process of being reviewed.

H. Application for County Aid – 2020 Liquid Fuels Allocation:

- Granville Township - \$6,370.27

Motion was made by Commissioner Postal to approve the Application for County Aid – 2020 Liquid Fuels Allocation. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- I. *Change Order No. 1 with Lobar, Inc., for the Annex Project to combine plumbing and fire protection Contract No. 3 with Contract No. 1 - \$213,162.25*

Commissioner Postal explained the reason for the change order is to add a contract for plumbing and fire protection that was not awarded at the beginning of the project.

Motion was made by Commissioner Postal to approve Change Order No. 1 with Lobar, Inc., for the Annex Project to combine plumbing and fire protection Contract No. 3 with Contract No. 1 - \$213,162.25. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- J. *Letter of Amendment to the RACP Work Statement No. 4 with Delta Development Group to extend the agreement for an additional twelve months, beginning October 1, 2020 and ending September 30, 2021 for \$2,500.00 per month.*

Commissioner Postal added this is a continuation of the contract already in place with Delta Development.

Motion was made by Commissioner Postal to approve the Letter of Amendment to the RACP Work Statement No. 4 with Delta Development Group to extend the agreement for an additional twelve months, beginning October 1, 2020 and ending September 30, 2021 for \$2,500.00 per month. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- K. *Resolution No. 58 of 2020 of the Mifflin County Commissioners and on behalf of Brown, Derry and Granville Township Supervisors and Lewistown Borough Council to approve the Federal Fiscal Year 2020 CDBG Application*

**RESOLUTION NO. 2020-58
MIFFLIN COUNTY COMMISSIONERS AND ON BEHALF OF
BROWN, DERRY AND GRANVILLE TOWNSHIP SUPERVISORS AND LEWISTOWN
BOROUGH COUNCIL
APPROVING THE FFY 2020 CDBG APPLICATION FOR MIFFLIN COUNTY, PA**

WHEREAS, Mifflin County, Pennsylvania and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council are eligible to apply for **\$692,869.00** in federal funds from the Pennsylvania Department of Community and Economic Development (PA- DCED) under the FFY 2020 CDBG Entitlement program, and

WHEREAS, the Mifflin County Planning and Development Department has previously accepted and evaluated FFY 2020 CDBG Entitlement proposals, has held two public hearings for these proposals, and has posted notices informing the public of these hearings in accordance with the County's Citizen Participation Plan, and

WHEREAS, the first public hearings were held on the following dates: Mifflin County Commissioners (June 4, 2020), Lewistown Borough Council (June 8, 2020), Brown Township Supervisors (June 1, 2020), Derry Township Supervisors (June 1, 2020), and Granville Township Supervisors (June 8, 2020), and

WHEREAS, the second public hearings were held on the following dates: Mifflin County Commissioners (October 1, 2020), Lewistown Borough Council (September 14, 2020),

Brown Township Supervisors (September 21, 2020), Derry Township Supervisors (September 21, 2020), and Granville Township Supervisors (September 1, 2020), and potential projects discussed at the first public hearing for each municipality were read aloud, and

WHEREAS, the Mifflin County Commissioners and on behalf of Lewistown Borough, Brown, Derry, and Granville Townships have reviewed the proposed activities and given due consideration to all written and oral comments presented at the public hearings, and has authorized the applications to be submitted to the PA- DCED by the deadline of **October 28, 2020**, and

WHEREAS, the program applications for said grants are consistent with the County's, Lewistown Borough's Brown, Derry, and Granville Townships' overall three year Community Development Plans.

NOW, THEREFORE, BE IT RESOLVED by the Mifflin County Commissioners and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council as follows:

- a. The FFY 2019 CDBG application is hereby approved for the proposed activities listed below:

MIFFLIN COUNTY		PROJECT ACTIVITY	FUNDING AMOUNT
1.	Borough of Juniata Terrace	Stormwater management improvements for Terrace Boulevard (project and delivery)	\$189,587.00
2.	Administration	Planning and administration activities	\$41,616.00
	Total Mifflin County CDBG Funding:		\$231,203.00

BROWN TOWNSHIP		PROJECT ACTIVITY	FUNDING AMOUNT
1.	Honey Brook Area Road Reconstruction Project	Road Reconstruction project of East Logan Street, Cross Street and Fultz Road that includes project and delivery.	\$76,019.00
2.	Planning and Administration	Administrative salaries and benefits	\$16,686.00
	Total CDBG Funding		\$92,705.00

DERRY TOWNSHIP		PROJECT ACTIVITY	FUNDING AMOUNT
1.	Single-Family Housing Rehabilitation	Housing rehabilitation for an income eligible single-family home owner (project and delivery costs)	\$104,409.00
2.	Planning and Administration	Administrative salaries and benefits	\$22,919.00
	Total CDBG Funding		\$127,328.00

GRANVILLE TOWNSHIP		PROJECT ACTIVITY	FUNDING AMOUNT
1.	<i>Slum/Blight Spot Basis</i>	<i>Demolition of 341 Hawstone Road (project and delivery costs)</i>	<i>\$16,995.00</i>
2.	<i>Slum/Blight Spot Basis</i>	<i>Demolition of 354 Granville Road (project and delivery costs)</i>	<i>\$37,082.00</i>
3.	<i>Slum/Blight Spot Basis</i>	<i>Demolition of 9224 US Hwy 522 South (project and delivery costs)</i>	<i>\$7,450.00</i>
4.	<i>Single-Family Housing Rehabilitation</i>	<i>Housing rehabilitation for an income eligible single-family home owner</i>	<i>\$23,572.00</i>
5.	<i>Planning and Administration</i>	<i>Administrative salaries and benefits</i>	<i>\$18,680.00</i>
		Total CDBG Funding	\$103,779.00

LEWISTOWN BOROUGH		PROJECT ACTIVITY	FUNDING AMOUNT
1.	<i>ADA ramp project along West Fifth Street</i>	<i>ADA Ramp project along West Fifth Street beginning at North Grand Street and ending at Grove Avenue and 30 ADA curb ramps (14 on the 200 block of West Fifth Street at North Grand Street to Bratton Avenue, 8 ADA ramps on the 300 block of West Fifth Street at Bratton Avenue to Franklin Avenue, 4 ADA ramps on the 400 block of West Fifth Street at Franklin Avenue to Pennsylvania Avenue, 4 ADA ramps on the 500 block of West Fifth Street at Pennsylvania Avenue to Grove Avenue) that includes design, construction and delivery of \$5,000.00.</i>	<i>\$117,176.00</i>
2.	<i>Planning and Administration</i>	<i>Administrative salaries and benefits</i>	<i>\$20,678.00</i>
		Total CDBG Funding	\$137,854.00

- b. *That the Chairman of this Board of Commissioners is hereby authorized and directed to execute on behalf of Mifflin County and, Brown, Derry, and Granville Townships and the Borough of Lewistown the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid and any such certifications and/or agreements as may be required to accept and implement the proposed program and activities.*

- c. *That the various plans and policies previously adopted by the County and on behalf of, Brown Township, Derry Township, and Granville Townships and the Borough of Lewistown for federally assisted community development programs (including plans for equal opportunity for minority and women owned business enterprises, Section 3 firms, fair housing, residential anti-displacement and relocation assistance plan, citizen participation plan, and procurement policy) are applicable to the FFY 2020 CDBG Program.*
- d. *If CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the Mifflin County Commissioners and on behalf of, Brown Township, Derry Township, and Granville Townships and the Borough of Lewistown agree to repay the proportion deemed ineligible from non-federal resources.*
- e. *The Community Needs Assessment developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and*
- f. *The Chairman of the Board of Commissioners of Mifflin County is empowered to place his signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the Mifflin County Commissioners.*

Ms. Fultz mentioned this is the Resolution for the 2020 CDBG Application. She explained that there were two public hearings held in each municipality to discuss future projects. She's requesting approval of the cumulative resolution today. She then detailed the 2020 CDBG projects and budgets for Mifflin County, Brown Township, Derry Township, Granville Township and Lewistown Borough.

Motion was made by Commissioner Postal to approve Resolution No. 58 of 2020 of the Mifflin County Commissioners and on behalf of Brown, Derry and Granville Township Supervisors and Lewistown Borough Council to approve the Federal Fiscal Year 2020 CDBG Application. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

L. Personnel:

- *Hiring of Jakob Eby for a Case Aide in the Children and Youth Department effective October 19, 2020*
- *Promotion of Kelsie Hauser from Children and Youth Caseworker I to Caseworker II effective October 19, 2020*
- *Hiring of Blaise Erzar for a Caseworker in the Children and Youth Department effective October 19, 2020*

Motion was made by Commissioner Postal to accept the above personnel items. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Chairman Sunderland adjourned the meeting at 9:26 a.m.

Secretary

ATTEST:

Chief Clerk