

Lewistown, PA

November 5, 2020

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

There were no representatives present from the news media.

Guests present: Treasurer Deb Civitts; Planning Director Mark Colussy; Community Development Administrator Chastity Fultz; Human Services Director Allison Fisher; Physical Plant Director Lonnie Griffith; Director of Public Safety Phil Lucas; Children and Youth Fiscal Supervisor Jennifer Hepner; Maddie Myers and Gabby Wolfkill, 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 October 29, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #130241 to 130328 and EFTs # 27055 to 27058 in the amount of \$292,864.02

2. Payroll Account:

Cks. #78998 to 79011 and Direct Deposit Advices # 34702 to 34936 in the amount of \$468,412.95

3. 911 Account:

Ck. # 52051 and EFT #20747 in the amount of \$362.46

4. CDBG Account:

Ck. # 1523 in the amount of \$23,417.50

5. Act 137 Account:

Ck. # 3096 in the amount of \$9,980.00

6. LEPC Account:

Cks. # 1508 to 1509 in the amount of \$1,712.27

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
10/28/2020-11/3/2020

General Account Starting Balance **\$404,039.12**

DEBITS

Deposits Receipts #103968-104076	186,366.69
Transfer from 911	0.00
Transfer from Capital Reserve	400,000.00
Transfer from LEPC	0.00
Voided Checks	0.00
Interest	273.71

TOTAL DEBITS **\$586,640.40**

CREDITS

Bills Paid CK #'S 130241-130328, EFT'S # 27055-27058	292,864.02
Transfer to Payroll CKS 78998 - 79011, DD 34702 – 34936	468,412.95
Transfer to	0.00
NSF CHECKS	0.00

TOTAL CREDITS **\$761,276.97**

Ending Balance (Interest @ 0.350% as of 11/03/2020) **\$229,402.55**

Liquid Fuels

Invested at JV Bank @ 0.350% as of 11/03/2020 \$403,222.74

Liquid Fuels - Act 89

Invested at JV Bank @ 0.350% as of 11/03/2020 \$344,416.56

911 Telephone Account

Invested at JV Bank @ 0.350% as of 11/03/2020 \$667,054.53

LEPC

Invested at JV Bank @ 0.350% as of 11/03/2020 \$31,534.32

Local Use Fund

Invested at JV Bank @ 0.350% as of 11/03/2020 \$340,180.04

M C CARES

Invested at JV Bank @ 0.500% as of 11/03/2020 \$4,167,284.79

Capital Reserve Account

Invested at JV Bank @ 0.950% as of 11/03/2020 \$10,401,721.64

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: Human Services Quarterly Meeting
Conference Call with Juniata County*

*COVID Review Meeting
Various Internal Meetings*

*Commissioner Postal: PCORP Membership Meeting
Human Services Quarterly Meeting
CYS Children’s Roundtable
Board of Elections Meeting
2021 County Budget Meetings
Various Internal Meetings*

*Commissioner Kodish: Human Services Quarterly Meeting
2021 County Budget Meetings
Board of Elections Meeting
Various Internal Meetings*

VII. Public Comment:

None to report.

VIII. New Business:

- A. *Resolution No. 59 of 2020 that the County declares the official intent for reimbursement of any capital expenditures prior to issuance of the Obligations*

RESOLUTION NO. 59 OF 2020 OF THE BOARD OF COUNTY COMMISSIONERS

OF THE COUNTY OF MIFFLIN

(PENNSYLVANIA)

ADOPTED NOVEMBER 5, 2020

WHEREAS, the County of Mifflin, Pennsylvania (the “County”), a county of the sixth class of the Commonwealth of Pennsylvania, duly organized and validly existing under the Constitution and laws of the Commonwealth, particularly the County Code, as amended, desires to undertake a project, as further described herein, and make further declarations regarding the reimbursement of general operating and/or capital reserve funds expended in furtherance of the same, from the proceeds of tax-exempt obligations to be issued in the future; and

WHEREAS, the County desires to undertake a project consisting of the design, acquisition and construction of various improvements to County facilities (the “Project”); and

WHEREAS, Treasury Regulation §1.150-2 (the “Reimbursement Regulations”), issued pursuant to Section 150 of the Internal Revenue Code of 1986, as amended, (the “Code”) prescribes certain requirements by which the use of proceeds of bonds, notes, certificates or other obligations included in the meaning of “bonds” under Section 150 of the Code (“Obligations”) to reimburse advances made for capital expenditures paid before the issuance of such Obligations may be deemed expended for purposes of Sections 103 and 141 to 150 of the Code and therefore, not further subject to any other requirements or restrictions under those sections of the Code; and

WHEREAS, such Reimbursement Regulations require that the County make a declaration of official intent (as hereinafter defined) to reimburse any capital expenditure paid prior to the issuance of the Obligations intended to fund such capital expenditure and require that such declaration of official intent be made no later than sixty (60) days after payment of the capital expenditure and further require that any reimbursement allocation of the proceeds of such Obligations to reimburse such capital expenditures occur no later than eighteen (18) months after

the later of the date such capital expenditure was paid or the date the property acquired with the capital expenditure was placed in service, except that any such reimbursement allocation must be made no later than three years after such capital expenditure was paid; and

WHEREAS, the County has already expended, or may soon expend, certain general operating and/or capital reserve funds for costs of portion of the Project; and

WHEREAS, the County wishes to ensure compliance with the Reimbursement Regulations.

NOW, THEREFORE, be it Resolved by the Board of County Commissioners follows:

Section 1. Project. The County hereby acknowledges its intent and desire to undertake the Project, as defined above.

Section 2. Declaration of Official Intent. The County hereby declares, pursuant to the Reimbursement Regulations, its official intent to reimburse itself with the proceeds of obligations in the reasonably anticipated amount of \$2,000,000 for the purpose of Capital Expenditures for the Project which may occur prior to the issuance of the obligations.

DULY ADOPTED by the Board of County Commissioners in lawful session assembled, this November 5, 2020.

Commissioner Postal explained this Resolution is to keep the options open for the County. It doesn't obligate us for anything right now related to our financing for the Annex Project. We'll make the decision on permanent financing at a later date, this just keeps the door open for another option later on.

Motion was made by Commissioner Postal to approve Resolution No. 59 of 2020 that the County declares the official intent for reimbursement of any capital expenditures prior to issuance of the Obligations. Commissioner Kodish seconded the motion. The motion was unanimously approved.

B. Purchase of Service Agreements, for use if needed, by Children and Youth:

- Pressley Ridge, Pittsburgh, PA*
- The Bair Foundation, York, PA*

Ms. Hepner described the services provided by each organization and presented the range of daily fees. She also explained these are both renewal agreements.

Motion was made by Commissioner Postal to approve the purchase of service agreements, for use if needed. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. The Emergency Food Assistance Program (TEFAP) Agreements with the Salvation Army and Calvary Bible

Ms. Fisher explained these are the annual contracts. This program used to be known as the "cheese program" where the federal government purchases commodities and then makes them available to communities. The Human Services department administers and coordinates this program through the Salvation Army and Calvary Bible. It is a voluntary program that is very labor intensive.

Motion was made by Commissioner Postal to approve the Emergency Food Assistance Program (TEFAP) Agreements with the Salvation Army and Calvary Bible. Commissioner Kodish seconded the motion. The motion was unanimously approved.

D. Agreement with Morocco Electric Inc., Somerset, PA for installation of the Card Access System at the Annex

Motion was made by Commissioner Postal to approve the agreement with Morocco Electric Inc., Somerset, PA for installation of the Card Access System at the Annex. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Appointment of Dan Firth to fill an unexpired term on the Planning Commission, term expiration December 31, 2020

Motion was made by Commissioner Postal to approve the appointment of Dan Firth to fill an unexpired term on the Planning Commission, term expiration December 31, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. Amendment to the Professional Services Agreement with SEDA-COG related to the COVID-19 County Relief Block Grant

Mr. Colussy explained that the County has a professional services agreement with SEDA-COG to assist in the administration of the County Block Grant Funds through the CARES Act. When the contract was originally executed, the federal government didn't provide any official word about what regulations they were going to require. In this case, the CFR 200 regarding procurement was waived after the fact, therefore, this amendment states SEDA-COG will not be guiding the County in doing such. There will be no cost change with this agreement.

Motion was made by Commissioner Postal to approve the Amendment to the Professional Services Agreement with SEDA-COG related to the COVID-19 County Relief Block Grant. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. Engineering Agreement with the EADS Group, Inc., to conduct the design engineering for the second phase of the Juniata River Trail Project for a lump sum of \$66,000.00

Mr. Colussy added good news was received from DCED recently. The County has been informed that the Community Conservation and Recreation Program Grant application for DCNR funds has been approved. This involves construction of the second phase of the Juniata River Trail project. This provides the final amount of money needed to complete the entire construction and design of that project. The \$66,000.00 is slightly less than the original estimate provided by the engineer. Although we do not have the signed contract with DCNR, it is expected sometime in December. Having the EADS Group already on board will allow us to do some of the initial engineering, which includes applying for the DEP permit. At this point, these permits are taking up to seven months to get approved. DCNR will backdate the contract to July 1, 2020, which will mean that all engineering costs pursuant to this agreement will be reimbursable at a 50% rate. Construction depends on when we get the permit and when the project goes out for bid. It is hoped that construction could begin in the summer of 2021, but may not be until later.

Motion was made by Commissioner Postal to approve the Engineering Agreement with the EADS Group, Inc., to conduct the design engineering for the second phase of the Juniata River Trail Project for a lump sum of \$66,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

H. Resolution No. 60 of 2020 authorizing funds to be used as a match and interim financing for the Mifflin County Annex

RESOLUTION 60 OF 2020

*RESOLUTION OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS
AUTHORIZING FUNDS TO BE USED AS MATCH AND INTERIM FINANCING FOR THE
MIFFLIN COUNTY ANNEX BUILDING*

WHEREAS, the Mifflin County Board of Commissioners (Mifflin County) were awarded a \$2.5 million Redevelopment Assistance Capital Program (RACP) grant for the Mifflin County Economic Development Initiative; and

WHEREAS, Mifflin County has allocated \$1.5 million towards the Mifflin County Annex Building, and \$1 million towards the Mifflin County Academy Expansion Project; and

WHEREAS, the RACP is a grant program that requires a 50% match in the form of land value or cash; and

WHEREAS, the RACP is a reimbursable grant which will requires the need for interim financing; and

WHEREAS, this resolution provides the required match and interim financing for the Annex Building project only;

RESOLVED, that Mifflin County does hereby obligate and commit the sum of \$1,824,594 to be used as match to the \$1,500,000 RACP grant dedicated towards the Annex Building.

BE IT FURTHER RESOLVED, that Mifflin County does hereby obligate and commit the sum of \$1,500,000 to be used as interim financing for all project constructions costs associated with the RACP project.

BE IT FURTHER RESOLVED, that the source of the cash match and interim financing is Mifflin County Capital Reserve bank account at the Juniata Valley Bank; Last four digits of the account number is: 0509.

Commissioner Postal discussed that we received a grant from the Office of the Budget in the amount of \$1.5 Million to put toward the Annex project. That program requires a 50% match. This Resolution is evidence that we do have the funds to continue the project and match the \$1.5 Million.

Motion was made by Commissioner Postal to approve Resolution No. 60 of 2020 authorizing funds to be used as a match and interim financing for the Mifflin County Annex. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- I. Resolution No. 61 of 2020 on behalf of the Granville Township Supervisors for budget revisions to the FFY 2018 CDBG Program moving funds from housing rehab to the Granville Run Road street construction*

***RESOLUTION NUMBER 61 of 2020
RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC)
ON BEHALF OF THE GRANVILLE TOWNSHIP SUPERVISORS (GTS)
APPROVING BUDGET REVISIONS TO THE FFY 2018 CDBG PROGRAM***

WHEREAS, the GTS and the Mifflin County Commissioners (MCC) on behalf of the GTS, funded the single-family, housing rehabilitation program in FFY 2018, in the amount of \$81,259.00;

WHEREAS, the GTS and the MCC on behalf of the GTS are desirous of deleting the FFY 2018 single-family housing rehabilitation project and propose the creation of the Granville Run Road street reconstruction project in the amount of \$81,259.00;

WHEREAS, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to revise the Township's 2018 program funding budgets, so as to complete the following actions:

1. Delete the FFY 2018 Single-family, housing rehabilitation project in the amount of \$81,259.00.
2. Add the Granville Run Road Street Reconstruction project to FFY 2018 in the amount of \$81,259.00.

NOW, THEREFORE, BE IT RESOLVED, by the GTS as follows:

1. That the program budget revisions affecting the Township's 2018 program budgets are approved through the adoption of this Resolution.
2. The GTS adopted a resolution for said budget revisions at their November 2, 2020 public meeting.
3. That the Mifflin County Planning and Development Department is authorized to complete and submit said revision request and required documentation to the (PA-DCED) for review and approval.

Ms. Fultz explained that the Granville Township Supervisors developed a project in the 2019 application to reconstruct Granville Run Road. All of the monies from 2018 will need to be included as well to make the project complete. Granville Township passed their Resolution on Monday and Ms. Fultz is asking that the Commissioners approve this Resolution today. The plan is to have this street reconstruction project completed next year. This project will benefit the residents living along Granville Run Road.

Motion was made by Commissioner Postal to approve Resolution No. 61 of 2020 on behalf of the Granville Township Supervisors for budget revisions to the FFY 2018 CDBG Program moving funds from housing rehab to the Granville Run Road street construction. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- J. Resolution No. 62 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. 2020-62

**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 2020 CDBG application is hereby approved for the proposed activities listed below:

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

BROWN TOWNSHIP		PROJECT ACTIVITY	FUNDING AMOUNT
1.	<i>Single-Family Housing Rehabilitation</i>	<i>Housing rehabilitation for an income eligible single-family home owner (project and delivery costs)</i>	<i>\$76,019.00</i>
2.	<i>Planning and Administration</i>	<i>Administrative salaries and benefits</i>	<i>\$16,686.00</i>
	Total CDBG Funding		\$92,705.00

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

FUNDING AMOUNT

GRANVILLE TOWNSHIP PROJECT ACTIVITY

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>
	<i>Total CDBG Funding</i>		<i>\$103,779.00</i>

FUNDING AMOUNT

LEWISTOWN BOROUGH PROJECT ACTIVITY

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>
	<i>Total CDBG Funding</i>		<i>\$137,854.00</i>

- 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 discussed that last month, she had all of these projects lined up. Since that time, DCED is now questioning the Brown Township project. It was originally planned to do a street reconstruction project in Honey Brook. This street is in the flood plain. There is another approved project in that same area in the 2019 application. She didn't think it would be a problem. In speaking with the DCED representative, he has indicated he is initially denying the project stating it is ineligible. She has found exceptions that would allow the project to continue, however the application was originally due last Wednesday. He advised her to ask for an extension, which she did. The hope was that there would be a final determination from DCED by now. She is waiting on a conference call next week. She had indicated in the extension request that she would be able to submit the application on Monday, November 9 based on DCED's ultimate decision. She has discussed this with Brown Township and they also had to pass a resolution. They passed the resolution contingent upon DCED's final determination of whether or not they will allow the road reconstruction project in Honey Brook. If they don't allow it, she will have to put the money into the single-family housing rehabilitation. Brown Township does not want to do that, which is why she continues to appeal the process. She is asking to contingently approve this resolution based on DCED's decision on the Honey Brook road reconstruction project. She is still hopeful that they'll look at the exceptions and allow the project to happen. If they don't, she would then have to submit this resolution in place of the Honey Brook Road Reconstruction project.

Motion was made by Commissioner Postal to approve Resolution No. 62 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 contingent on DCED's decision on the Honey Brook Road Reconstruction project. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- K. *Professional Services Agreement with the EADS Group, Inc., for Granville Township CDBG Engineer for the period November 5, 2020 through November 5, 2023*

This item was skipped.

- L. *Project Modification Request for the Coronavirus Emergency Supplemental Relief Grant for an additional \$27,811.00*

Mr. Lucas stated this is supplemental to an existing grant. PCCD has awarded Mifflin County the use for ongoing costs in response to the COVID response supporting all law enforcement functions at the County level. This extends the term until January 2022, or two years from the time the COVID pandemic began. These funds can be used for future expenses.

Motion was made by Commissioner Postal to approve the Project Modification Request for the Coronavirus Emergency Supplemental Relief Grant for an additional \$27,811.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

M. Personnel:

- *Appointment of Elizabeth Walsh for an intern in the Children and Youth Department effective January 19, 2021*
- *Appointment of Medina Safic for an intern in the Children and Youth Department effective January 19, 2021*
- *Hiring of James Conway, Jr. for Veterans Affairs Director effective November 16, 2020*
- *Rescind the hiring of Kyle Beasom from part-time 911 Telecommunicator*
- *Hiring of Alina Reed for County Solicitor effective December 1, 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 9:20 a.m.

Secretary

ATTEST:

Chief Clerk