

Lewistown, PA

November 19, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, November 19, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish and Chief Clerk Cathy Romig. Solicitor Stephen Snook, BMZ Law was absent.

There were no representatives present from the news media.

Guests present: Treasurer Deb Civitts; Human Services Director Allison Fisher; Director of Public Safety Phil Lucas; Children and Youth Director Dana Bubb and Crime Victim Services Coordinator Jami Glick.

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 November 5, 2020 and the minutes of the Special Meeting of November 10, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #130329 to 130477 and EFTs # 27059 to 27160 in the amount of \$1,073,800.34

2. Payroll Account:

Cks. #79012 to 79018 and Direct Deposit Advices # 34937 to 35176 in the amount of \$357,217.79

3. PIB Account:

Ck. # 2000001 in the amount of \$87,762.94

4. 911 Account:

Cks. # 52052 to 52056 and EFTs #20748 to 20753 in the amount of \$7,390.49

5. CDBG Account:

Ck. # 1524 in the amount of \$6,697.50

6. Act 137 Account:

Ck. # 3097 in the amount of \$700.00

7. Act 152 Account:

Ck. # 3 in the amount of \$7,127.00

8. LEPC Account:

Cks. # 1510 in the amount of \$6.27

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
11/04/2020-11/17/2020

General Account Starting Balance **\$229,402.55**

DEBITS

Deposits Receipts #104077-104270 413,805.59
Transfer from 911 0.00
Transfer from Capital Reserve 900,000.00
Transfer from LEPC 197.28
Voided Checks 445.10
Interest 0.00

TOTAL DEBITS **\$1,314,447.97**

CREDITS

Bills Paid CK #'S 130329-130477, EFT'S # 27059-27160 1,073,800.34
Transfer to Payroll CKS 79012 - 79018, DD 34937 – 35176 357,217.79
Transfer to 0.00
NSF CHECKS 0.00

TOTAL CREDITS **\$1,431,018.13**

Ending Balance (Interest @ 0.350% as of 11/17/2020) **\$112,832.39**

Liquid Fuels

Invested at JV Bank @ 0.350% as of 11/17/2020 \$403,222.74

Liquid Fuels - Act 89

Invested at JV Bank @ 0.350% as of 11/17/2020 \$344,416.56

911 Telephone Account

Invested at JV Bank @ 0.350% as of 11/17/2020 \$972,918.57

LEPC

Invested at JV Bank @ 0.350% as of 11/17/2020 \$31,330.77

Local Use Fund

Invested at JV Bank @ 0.350% as of 11/17/2020 \$340,180.04

M C CARES

Invested at JV Bank @ 0.500% as of 11/17/2020 \$4,167,284.79

Capital Reserve Account

Invested at JV Bank @ 0.950% as of 11/17/2020 \$9,520,088.77

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: 2021 County Budget Meetings
CARES Act Meetings
Conservation District Board Meeting*

*Commissioner Postal: 2021 County Budget Meetings
CARES Act Meetings
SEDA-COG Joint Rail Authority Meetings
SEDA-COG Natural Gas Co-op Meetings
Various CCAP Meetings
JVBDS Executive Committee Meeting
Youth Park Association Meeting*

*Commissioner Kodish: Board of Elections Meeting
AAA Board Meeting
Juniata River Valley Visitor's Bureau Board Meeting
Regional Services Corp. Board Meeting
Library Board Meeting
Solid Waste Authority Board Meeting
2021 County Budget Meetings
CARES Act Meetings*

VII. Public Comment:

None to report.

VIII. New Business:

A. Phil Lucas – COVID 19 update and testing site

Mr. Lucas began by discussing that the COVID-19 numbers in Mifflin County are distressing. There have been 553 positive cases over the last week. The numbers are doubling with each week that passes. With the 553 last week, there have been a tenfold increase in hospitalized patients. Currently, no one is on a ventilator. The biggest problem with the healthcare system at this point is having enough caregivers available to provide care for the patients. Mr. Lucas reminded everyone that social distancing, wearing masks and decreasing activities is very important. He mentioned that the Commissioners have worked with the Department of Health to set up a public testing site from December 2, 2020 to December 6, 2020. The site for said testing is still being finalized. This information will be distributed to the public as soon as it is known. The tests will be free to the public. Individuals may need to provide insurance information, but will not be charged for the collection sample and lab tests. The Department of Health has contracted with AMI to perform this service. This company has provided testing in Centre, Huntingdon and Blair Counties. Anyone can attend the testing site, not just Mifflin County residents. Test results are expected to be returned within two days.

Commissioner Kodish then commented that our area has a proud history of helping others in need. He said we are currently facing a situation where we need to help one another. Wearing a mask is something simple we can do to protect others. He feels people are missing the boat, saying it's their right to not have to wear a mask. He thinks that is selfish. He says it's time for people to step up to the plate and wear a mask when

around others. Many healthcare workers are currently wearing two masks, a face shield, a gown and other protective equipment to work every day. They are doing this day in and day out. He's heard people saying that COVID-19 is just like a cold, and while that may be true for some, other people are dying from it. It is a very serious illness. He said there have been cases of people giving business owners a hard time because they require customers to wear masks inside their business. He stated that everyone wants to claim it's their Constitutional right to not wear a mask, but the foundation of the Constitution, is "we the people, not I the person." He feels it is time to think of others and pull together in a positive fashion and wear a mask while in public.

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

- Derry Township Tax Collector Bret Treaster – 35
- Granville Township Tax Collector Billi Weaver – 38
- Lewistown Borough Tax Collector Erin Anewalt – 77
- Decatur Township Tax Collector Cindy McKnight – 7
- Union Township Tax Collector Herb Zook – 7
- Wayne Township Tax Collector Mary Ellen Reed – 8
- Oliver Township Tax Collector Sherry Miller – 2

Motion was made by Commissioner Postal to approve the requests for exoneration of 2020 county portion per capita taxes. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. Request for refund of a portion of the 2020 County real estate taxes:

- Parcel No. 16,33-0466A located in Derry Township – a structure was removed from the property in June 2020 - \$71.48

Motion was made by Commissioner Postal to approve the request for refund of a portion of the 2020 County real estate taxes. Commissioner Kodish seconded the motion. The motion was unanimously approved.

D. Appointments to the Mifflin County Conservation District:

- Raymond Snyder, Lewistown, PA – Farmer member – four-year term
- Mark Sunderland, Milroy, PA – Commissioner member – one-year term

Motion was made by Commissioner Postal to approve the appointments to the Mifflin County Conservation District. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Accept yearly certification report for the Human Services Development Fund for the fiscal year 2019/2020

Ms. Fisher explained this is the annual report that was reviewed back in July for the end of the fiscal year. The State doesn't allow the certification to be signed until they've looked at it. Approval has been received by the State and the certification is now ready to be signed.

Motion was made by Commissioner Postal to accept the yearly certification report for the Human Services Development Fund for the fiscal year 2019/2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. *Purchase of Service Agreement for use, if needed, by Children and Youth:*

- *Wendi Baker, Lewistown, PA*
- *Robert M. Covell, Esquire, Huntingdon, PA*

Ms. Bubb explained the services provided by each of the individuals listed above. She also detailed the fees associated with their services.

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.

G. *Project Modification Request for the RASA/VOJO Grant*

Ms. Glick discussed that this request is to move some funds within the grant from the personnel and the supplies categories to refund what we're experiencing. The VOJO grant was spent in full, so some of the RASA funds are being used to cover VOJO through the end of the year.

Motion was made by Commissioner Postal to approve the project modification request for the RASA/VOJO Grant. Commissioner Kodish seconded the motion. The motion was unanimously approved.

H. *Grant Agreement for the VOCA Grant Program with James McClure, Esquire for civil legal assistance to crime victims*

Ms. Glick clarified that Attorney McClure will not be designated as administrator of the VOCA Grant, but will be providing civil legal assistance to crime victims as a direct result of their victimization. The administrator of the grant will still be Lisa Stalnaker. This service was in effect with Attorney Stuart Cilo, but has been changed since he will no longer be practicing. This is the same rate that had been paid to Attorney Cilo.

Motion was made by Commissioner Postal to approve the Grant Agreement for the VOCA Grant Program with James McClure, Esquire for civil legal assistance to crime victims. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. *Application for County Aid – 2020 Liquid Fuels Allocation*

- *Kistler Borough - \$1,000.00*

Motion was made by Commissioner Postal to approve the application for county aid – 2020 Liquid Fuels Allocation – Kistler Borough - \$1,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

J. *Application for County Aid - \$5.00 fee for Local Use Allocation*

- *Menno Township - \$180,000.00*

Commissioner Postal clarified that we have approved through our \$5.00 fee program the bridges in Menno. This is paperwork required by PennDOT to insure that the right amount and right source of money is being used for these bridges.

Motion was made by Commissioner Postal to approve the Application for County Aid - \$5.00 fee for Local Use Allocation. Commissioner Kodish seconded the motion. The motion was unanimously approved.

K. *Extension of contract with Zelenkofske Axelrod LLC, Harrisburg, PA, to perform the single audit for years ending December 31, 2020, 2021 and 2022:*

- 2020 - \$59,733.00
- 2021 - \$60,968.00
- 2022 - \$62,188.00

Motion was made by Commissioner Kodish to approve the extension of contract with Zelenkofske Axelrod LLC, Harrisburg, PA, to perform the single audit for years ending December 31, 2020, 2021 and 2022. Commissioner Postal seconded the motion. The motion was unanimously approved.

L. *2021 Holiday Schedules for the Prison, Courthouse and 911 employees*

MIFFLIN COUNTY EMPLOYEES

2021

HOLIDAY SCHEDULE

Prison

<i>New Year's Day</i>	<i>Friday January 1st</i>
<i>President's Day</i>	<i>Monday February 15th</i>
<i>Good Friday</i>	<i>Friday April 2nd</i>
<i>Memorial Day</i>	<i>Monday May 31st</i>
<i>Independence Day</i>	<i>Sunday July 4th</i>
<i>Labor Day</i>	<i>Monday September 6th</i>
<i>Veterans Day</i>	<i>Thursday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 25th & 26th</i>
<i>Christmas</i>	<i>Friday & Saturday December 24th & 25th</i>

MIFFLIN COUNTY EMPLOYEES

2021

HOLIDAY SCHEDULE

Courthouse

<i>New Year's Day</i>	<i>Friday January 1st</i>
<i>Martin Luther King Day</i>	<i>Monday January 18th</i>
<i>President's Day</i>	<i>Monday February 15th</i>
<i>Good Friday</i>	<i>Friday April 2nd</i>
<i>Memorial Day</i>	<i>Monday May 31st</i>
<i>Flag Day</i>	<i>Monday June 14th</i>
<i>Independence Day</i>	<i>Monday July 5th</i>
<i>Labor Day</i>	<i>Monday September 6th</i>
<i>Columbus Day</i>	<i>Monday October 11th</i>
<i>Veterans Day</i>	<i>Thursday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 25th & 26th</i>
<i>Christmas</i>	<i>Friday & Monday December 24th & 27th</i>

MIFFLIN COUNTY EMPLOYEES

2021

HOLIDAY SCHEDULE

Telecommunicators

<i>New Year's Day</i>	<i>Friday January 1st</i>
<i>Martin Luther King Day</i>	<i>Monday January 18th</i>

<i>President's Day</i>	<i>Monday February 15th</i>
<i>Good Friday</i>	<i>Friday April 2nd</i>
<i>Memorial Day</i>	<i>Monday May 31st</i>
<i>Flag Day</i>	<i>Monday June 14th</i>
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<i>Columbus Day</i>	<i>Monday October 11th</i>
<i>Veterans Day</i>	<i>Thursday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 25th & 26th</i>
<i>Christmas</i>	<i>Friday & Saturday December 24th & 25th</i>

Motion was made by Commissioner Postal to approve the 2021 Holiday Schedules for the Prison, Courthouse and 911 employees. Commissioner Kodish seconded the motion. The motion was unanimously approved.

M. Memorandum of Understanding for the Development of the Countywide Action Plans (CAP) for Dauphin, Juniata and Mifflin Counties

Commissioner Postal explained this is a program that our Planning Director has talked about. It doesn't cost the County anything. It is for DEP support of \$200,000.00 for the development of a county-wide action plan related to the Chesapeake Bay resolutions that the State is required to address. It has been addressed by some of the larger counties already.

Motion was made by Commissioner Postal to approve the Memorandum of Understanding for the Development of the Countywide Action Plans (CAP) for Dauphin, Juniata and Mifflin Counties. Commissioner Kodish seconded the motion. The motion was unanimously approved.

N. Certification of Local Government approving the Center for Community Action to apply for ESG-CV Emergency Shelter funds

Commissioner Postal clarified that the Center for Community Action is working with five counties, Mifflin County included, for emergency shelter assistance in the form of vouchers for hotels and motels. It doesn't cost the County anything and it does serve the homeless and those that need emergency shelter services.

Motion was made by Commissioner Postal to approve the Certification of Local Government approving the Center for Community Action to apply for ESG-CV Emergency Shelter funds. Commissioner Kodish seconded the motion. The motion was unanimously approved.

O. Personnel:

- Resignation from part-time Corrections Officer Bryanna Metz effective November 29, 2020*

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

P. Display the 2021 budget on November 19, 2020 for final adoption December 17, 2020

Commissioner Postal commented that the budget is roughly \$36 Million. There is no tax increase anticipated in this budget.

Motion was made by Commissioner Postal to approve displaying the 2021 budget on November 19, 2020 for final adoption December 17, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Chairman Sunderland adjourned the meeting at 9:21 a.m.

Secretary

ATTEST:

Chief Clerk