

Lewistown, PA

March 18, 2021

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, March 18, 2021 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Chief Clerk Cathy Romig and Fiscal Affairs Assistant Makyla Henry.*

*Brad Kreitzer of The Sentinel was the only representative present from the news media.*

*Guests present: Treasurer Deb Civitts; Physical Plant Director Lonnie Griffith; County Auditor Helen Kirk; Trent Shade and Treston Yoder, 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 March 4, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

**1. General Fund, Accounts Payable:**

*Cks. #131812 to 132138 and EFTs # 27551 to 27656 in the amount of \$1,110,923.69*

**2. Payroll Account:**

*Cks. #79085 to 79091 and Direct Deposit Advices # 36831 to 37059 in the amount of \$366,319.82*

**3. 911 Account:**

*Cks. # 52125 to 52130 and EFTs #20784 to 20789 in the amount of \$11,509.40*

**4. CDBG Account:**

*Cks. # 1542 to 1544 in the amount of \$19,635.67*

**5. Act 137 Account**

*Cks. # 3109 to 3112 in the amount of \$7,332.20*

**6. LEPC Account**

*Ck. # 1521 in the amount of \$5,600.00*

*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**  
**03/03/2021-03/16/2021**

**General Account** Starting Balance **\$1,061,331.21**

**DEBITS**

|                                  |            |
|----------------------------------|------------|
| Deposits Receipts #105449-105704 | 980,827.90 |
| Transfer from PAYROLL            | 0.00       |
| Transfer from CAPITAL RESERVE    | 350,000.00 |
| Transfer from LEPC               | 320.21     |
| Voided Checks                    | 4395.73    |
| Transfer from 911                | 0.00       |
| Interest                         | 0.00       |

**TOTAL DEBITS** **\$1,335,543.84**

**CREDITS**

|  |              |
|--|--------------|
| Bills Paid CK #'S 131812-132138, EFT'S # 27551-27656 | 1,110,923.69 |
| Transfer to Payroll CKS 79085-79091, DD 36831-37059  | 366,319.82   |
| Transfer to MC CHRIP                                 | 522,576.00   |
| NSF CHECKS   | 0.00         |

**TOTAL CREDITS** **\$1,999,819.51**

Ending Balance (Interest @ 0.300% as of 03/16/2021) **\$397,055.54**

**Liquid Fuels**

Invested at JV Bank @ 0.300% as of 03/16/2021 \$440,821.88

**Liquid Fuels - Act 89**

Invested at JV Bank @ 0.300% as of 03/16/2021 \$382,469.92

**911 Telephone Account**

Invested at JV Bank @ 0.300% as of 03/16/2021 \$506,712.17

**LEPC**

Invested at JV Bank @ 0.300% as of 03/16/2021 \$28,078.73

**Local Use Fund**

Invested at JV Bank @ 0.300% as of 03/16/2021 \$471,512.96

**Capital Reserve Account**

Invested at JV Bank @ 0.950% as of 03/16/2021 \$8,385,231.94

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:*

|                             |   |
|-----------------------------|---|
| <i>Chairman Sunderland:</i> | <i>Salary Board Meeting</i>                   |
|                             | <i>Dorcas Street Bridge Bid Opening</i>       |
|                             | <i>Conference call with Governor's Office</i> |

*Conservation District Meeting  
Open a Repository Bid*

*Commissioner Postal:*

*Salary Board Meeting  
CCAP Special Policy Task Force  
CCAP Community and Economic Development Committee  
CCAP Board Meeting  
CCAP Human Services Committee  
Youth Park Association  
SEDA-COG Natural Gas Executive and Board Meeting  
Central PA Workforce LEO Board Meeting  
Central Counties Youth Detention Center Executive  
Committee  
Internal Meetings with Planning, Elections, Veterans,  
Human Services, and Tax Services*

*Commissioner Kodish:*

*Regional Services Executive Committee  
Regional Services Property Committee  
Area Agency on Aging Board  
Dorcas Street Bridge Bid Opening  
Meeting with Catherine Stetler, Governor's Rep.  
Library Board*

**VII. Public Comment:**

*None to report.*

**VIII. New Business:**

A. *Proclamation – April, 2021 is Pennsylvania 811 Safe Digging Month  
Motion was made by Commissioner Postal to make April, 2021 as Pennsylvania  
811 Safe Digging Month. Commissioner Kodish seconded the motion. The motion  
was unanimously approved.*

B. *Request for exoneration of 2021 county real estate tax bill and relieve the Tax Collector  
from collecting this bill:*

- *Parcel No. 17,14-0400A located in Granville Township – an agreement for  
payment in lieu of taxes is in effect for this parcel - \$18,466.67*

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

C. *Pennsylvania Department of State Bureau of Corporations and Charitable Organizations  
Decennial Report for the Mifflin County Municipal Area Network*

*Motion was made by Commissioner Postal to be approved. Commissioner Kodish  
seconded the motion. The motion was unanimously approved.*

D. *Three year Microsoft Licensing Agreement at the rate of \$53,991.41 per year*

*Motion was made by Commissioner Postal to be approved. Commissioner Kodish  
seconded the motion. The motion was unanimously approved.*

E. *2021 County Video Program Agreement with CGI Communications Inc., Rochester, NY*

*Motion was made by Commissioner Postal to approve the 2021 County Video Program Agreement with CGI Communications Inc., Rochester, NY. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- F. *Service quote agreement with Peak-Ryzex, Inc., Columbia, MD for the Treasurer's Office Dog License Printer for the period May 16, 2021 through May 15, 2022 - \$570.00.*

*Treasurer Deb Civitts spoke and said that this is their yearly contract with them and they have had it for years. It prints both senior and regular dog licenses.*

*Motion was made by Commissioner Postal to approve the Dog License Printer for the Treasurer's Office. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- G. *Bids for the South Dorcas Street Bridge:*

- *Jay Fulkroad & Sons, Inc., McAlisterville, PA 17049 - \$168,277.70*

*Physical Plant Director Lonnie Griffith spoke and said the repairs have been going on for about 2 years now because the bridge on Water Street was a PennDOT bridge and it was delayed for a period of time it was supposed to happen last year and it didn't. Bids came in last week and they had one bidder. Bid document 22 went to our engineer for approval and review and their making a recommendation to us to approve it. All documents are in order so our recommendation is approve this bid. They are going to do erosion and settlement control. They are going to also place rocks for our protection at the pier of the bridge, along the water they're going to do concrete bridge repairs, joint replacements, and milling and paving on both sides. Commissioner Kodish asked when the time table for this is. The date will be June 7<sup>th</sup> when school is out. It will hopefully be completed sometime in August. There will be a detour for this project, they are going to try and keep it to one lane as much as possible, but there will be a time where it is closed completely.*

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

- H. *Annual Web Program Enrollment Agreement with CCAP for hosting and maintenance of the County website at the rate of \$6,450.00*

*Motion was made by Commissioner Postal to approve of the Annual Web Program Enrollment Agreement. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- I. *Personnel:*

- *Amend the hiring date of Corrine Lawhorn for Children and Youth Caseworker from March 8, 2021 to March 15, 2021.*
- *Rescind the hiring of Briana Wheatley for Children and Youth Caseworker*

*Motion was made by Commissioner Kodish to approve of the following 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 9:13 am.*

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Secretary

*ATTEST:*

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*Chief Clerk*