

Lewistown, PA

May 6, 2021

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, May 6, 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.*

*There were no guests present from the news media.*

*Guests present: Treasurer Deb Civitts; Physical Plant Director Lonnie Griffith; Solicitor Alina Reed; Lisa Stalnaker; Chastity Fultz; Chief Probation Officer Nick Wolfkiel; Acting Warden Phil Lucas; Steen Peterson; Jenny Landis; Aleta Kammerer; Nick Felice; Jim Zubler; Rhonda Kelley; Buffy Boyer.*

*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 April 29, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

1. *General Fund, Accounts Payable:*

*Cks. #132791 to 132890 and EFT's #27801 to 27806 in the amount of \$57,664.79*

2. *Payroll Account:*

*Cks. #79118 to 79128 and Direct Deposit Advices # 37801 to 38049 in the amount of \$484,933.17*

3. *911 Account:*

*Cks. # 52153 to 52157 and EFT # 20802 in the amount of \$1,570.31*

4. *CDBG Account:*

*Cks. # 1549 to 1551 in the amount of \$7,478.11*

5. *LEPC Account*

Ck. # 1526 in the amount of \$152.25

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**  
**04/28/2021 – 05/04/2021**

<b>General Account</b> Starting Balance	<b>\$821,092.92</b>
<b>DEBITS</b>	
Deposits Receipts #106418-106599	1,111,935.97
Transfer from	0.00
Transfer from CAPITAL RESERVE	0.00
Transfer from LEPC	0.00
Voided Checks	0.00
Transfer from 911	0.00
Interest	273.26
<b>TOTAL DEBITS</b>	<b>\$1,112,209.23</b>
<b>CREDITS</b>	
Bills Paid CK #'S 132791-132890, EFT'S # 27801-27806	57,664.79
Transfer to Payroll CKS 79118-79128, DD 37801-38049	484,933.17
Transfer to Act 137	0.00
NSF CHECKS	0.00
TRANSFER TO ACT 152	0.00
<b>TOTAL CREDITS</b>	<b>\$542,597.96</b>
<b>Ending Balance (Interest @ 0.260% as of 05/04/2021)</b>	<b>\$1,390,704.19</b>
<b>Liquid Fuels</b>	
Invested at JV Bank @ 0.260% as of 05/04/2021	\$408,564.93
<b>Liquid Fuels - Act 89</b>	
Invested at JV Bank @ 0.260% as of 05/04/2021	\$382,512.68
<b>911 Telephone Account</b>	
Invested at JV Bank @ 0.260% as of 05/04/2021	\$517,700.43
<b>LEPC</b>	
Invested at JV Bank @ 0.260% as of 05/04/2021	\$28,525.16
<b>Local Use Fund</b>	
Invested at JV Bank @ 0.260% as of 05/04/2021	\$471,731.30

**Capital Reserve Account**

Invested at JV Bank @ 0.950% as of 05/04/2021

\$13,139,321.60

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: Prison Board*

*Commissioner Postal: NACO call for American Rescue plan  
Meeting with First Energy rep  
JVBDS  
Mifflin County Human Services Development Fund  
Court Security  
CYS Children's Roundtable  
Prison Board  
Internal Meetings: MCCF, 911, and Annex Project*

*Commissioner Kodish: Meeting with First Energy Executives  
PIMCC Finance and Audit Committee  
Prison Board*

**VII. Proclamation:**

**PROCLAMATION  
MOTORCYCLE SAFETY AND AWARENESS MONTH**

**MAY 2021**

*Whereas, the safety of all Pennsylvania motorists is an issue of the highest consequence and all highway users should unite in the safe sharing of roadways throughout the Commonwealth of Pennsylvania; and*

*Whereas, motorcycle riding is a popular form of recreation and transportation for thousands of people across the Commonwealth and our nation; and*

*Whereas, the Commonwealth's licensed motorcyclists are required to keep their vehicles inspected and obey current laws relative to operator safety equipment; and*

**Whereas**, in efforts to reduce the number of motorcycle crashes and fatalities, the Pennsylvania Department of Transportation encourages all motorcyclists to take advantage of free training courses through Pennsylvania's Motorcycle Safety Program and pledge to be one less fatality by visiting [www.LiveFreeRideAlive.com](http://www.LiveFreeRideAlive.com); and

**Whereas**, it is especially important that the citizens of our Commonwealth be aware of motorcycles on the streets and highways and recognize the importance of staying alert, practicing safe driving techniques, and promoting motorcycle safety; and

**Whereas**, during the month of May, the Pennsylvania Department of Transportation, the Alliance of Bikers Aimed Toward Education of Pennsylvania (ABATE), and the Pennsylvania Motorcycle Dealers Association (PMDA) will continue their advocacy of motorcycle safety.

**Therefore**, in recognition of motorcycle safety on our Commonwealth's roads and highways, we, the Commissioners of Mifflin County do hereby proclaim May, 2021 as MOTORCYCLE SAFETY AND AWARENESS MONTH. We encourage all motorcyclists to continue their efforts to promote safety and motorcycle awareness and all drivers to share the road and respect the unique safety needs of motorcyclists.

Proclaimed this 6<sup>th</sup> day of May 2021

### **PROCLAMATION NATIONAL TRAVEL AND TOURISM WEEK IS MAY 2 – 8, 2021**

**WHEREAS** travel and tourism have been consistent drivers of the Mifflin County economy and workforce.

**WHEREAS** a robust travel industry provides significant economic benefits for the nation, generating more than \$2.6 trillion in economic output in 2019, with \$1.1 trillion spent directly by travelers in the U.S.

**WHEREAS** travel has been the foundation of a healthy workforce, serving as one of the largest private-sector employers in the U.S., supporting 17 million jobs in 2019.

**WHEREAS** spending by travelers has aided state and local governments alike, generating \$180 billion in state and local tax revenue in 2019.

**WHEREAS** travel and tourism-dependent businesses and organizations, 83% of which are small businesses, are responsible for welcoming visitors from all around the world to explore Mifflin County and all our county has to offer.

**WHEREAS** last year, the coronavirus pandemic devastated every sector of the travel industry with staggering declines in 2020 compared to 2019, affecting every community in the country, including Mifflin County.

**WHEREAS** compared to 2019, Mifflin County experienced over a 30% decline in hotel tax revenue used for the benefit of the travel and tourism industry.

**WHEREAS** the travel industry cannot recover without the full return of leisure and business travel by both domestic and international visitors.

**WHEREAS** the travel and tourism will help revive Mifflin County and the United States, after the pandemic, and drive us forward to a more prosperous future.

Therefore, We, the Mifflin County Commissioners, do hereby proclaim May 2-8, 2021 as National Travel and Tourism Week in Mifflin County, and urge the citizens of Mifflin County to join us in recognizing the critical role this industry plays in Mifflin County.

Proclaimed this 6<sup>th</sup> day of May 2021

**MIFFLIN COUNTY  
PROCLAMATION**

**WHEREAS**, “National Prevention Week” is designated to raise awareness about the importance of substance use prevention and positive mental health; and

**WHEREAS**, “National Prevention Week” is a public education platform that promotes prevention year-round by providing ideas, capacity building, tools and resources to help individuals and communities make substance use prevention happen every day; and

**WHEREAS**, “National Prevention Week” is a time for communities to come together to celebrate their successes and advocate for prevention; and

**WHEREAS**, “National Prevention Week” is sponsored annually by the Substance Abuse and Mental Health Services Administration (SAMHSA); and

**WHEREAS**, According to SAMHSA, the primary goals of “National Prevention Week” are as follows:

- (1) Involving communities in raising awareness of behavioral health issues and implementing prevention strategies.
- (2) Fostering partnerships and collaboration with Federal agencies and national organizations dedicated to behavioral and public health.
- (3) Promoting and disseminating quality behavioral health resources and publications; and

**WHEREAS**, In order to achieve these goals, Mifflin County will continue to educate the community on prevention by raising public awareness about the importance of substance use prevention and positive mental health; therefore, be it

**RESOLVED**, the Mifflin County Commissioners do hereby proclaim the week of May 9 through 15, 2021 as “National Prevention Week” in Mifflin County.

**ADOPTED**, this 6<sup>th</sup> of May 2021.

**VIII. Public Comment:**

*None to report.*

**IX. New Business:**

*A. Proclamation – May 2021 is Motorcycle Safety Awareness Month*

*Steen Peterson is the Patriot Riders Chapter President. The group he is a part of has a program called Operation Save a Life. They present to schools and clubs about Motorcycle Safety. The group is holding their annual bike giveaway on June 12, 2021 at the Mifflin County Youth Park to promote motorcycle safety.*

*Motion was made by Commissioner Postal to make May Motorcycle Safety Awareness Month. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

*B. Proclamation – May 2 through May 8, 2021 is National Travel and Tourism Week*

*Jenny Landis is the Executive Director of Juniata Valley River Valley Bureau. She stated that travel is a big economic mover here in Mifflin County and as well as Juniata County. Our biggest group of visitors is friends and family of locals who live here. Buffy Boyer is the Market Director and he created post cards that they are offering for free. You can visit the Historic Courthouse on the square for more information on what there is to do here in Mifflin and Juniata County. Port Royal Speedway in Juniata County is the biggest attraction.*

*Motion was made by Commissioner Postal to make May 2 through May 8, 2021 National Travel and Tourism Week. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

*C. Proclamation – May 9 through May 15, 2021 is National Prevention Week*

*Motion was made by Commissioner Postal to make May 9 through May 15, 2021 National Prevention Week. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

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

- Parcel No. 21,10-0122A,053 located in Wayne Township – shed was removed - \$2.37*

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

*E. Amending the action taken on April 15, 2021 to exonerate Union Township Tax Collector Herb Zook from collecting 2021 per capita tax bills as presented (38) – corrected total 37*

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

*F. Award notification for the 2020/2021 Probation Grant-In-Aid for the period July 1, 2020 through June 30, 2021 - \$21,841.00*

*Nick Wolfkiel said this is the grant they applied for and to use it towards the adult supervisors salary for reimbursement.*

*Motion was made by Commissioner Postal to approve the notification for the 2020/2021 probation grant. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

*G. Four year contract renewal and re-certification with Eagle Towing and Recovery, Inc., for the Hazmat team*

*Phil Lucas spoke and said this is the semi-annual renewal certification that the hazmat team has to be evaluated by PEMA. Commissioner Kodish asked if we have any certified hazmat teams and Mifflin County, and Mr. Lucas said no, we just have responders.*

*Motion was made by Commissioner Postal to approve the four year contract renewal and re-certification with Eagle Towing and Recovery. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

*H. Resolution No. 4 of 2021 on behalf of the Brown Township Supervisors approving budget revisions to the FFY 2018 CDBG Program*

**RESOLUTION NUMBER 4 of 2021**  
**RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC)**  
**ON BEHALF OF THE BROWN TOWNSHIP SUPERVISORS (BTS)**  
**APPROVING BUDGET REVISIONS TO THE FFY 2018 CDBG PROGRAM**

**WHEREAS**, the BTS and the Mifflin County Commissioners (MCC) on behalf of the BTS funded the single-family housing rehabilitation project in FFY 2018 in the amount of \$7,910.00;

**WHEREAS**, the BTS and the MCC on behalf of the BTS funded the ADA Restroom Improvements Mifflin County Youth Park project in FFY 2018, in the amount of \$3,915.00;

**WHEREAS**, the BTS and the MCC on behalf of the BTS are desirous of reducing the FFY 2018 ADA Restroom Improvements Mifflin County Youth Park project and increasing the single-family, housing rehabilitation project in the amount of \$1,089.60;

**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. Reduce the FFY 2018 ADA Restroom Improvements Mifflin County Youth Park project in the amount of \$1,089.60.
2. Increase the FFY 2018 Single-family, housing rehabilitation project in the amount of \$1,089.60.

**NOW, THEREFORE, BE IT RESOLVED**, by the MCC on behalf of the BTS 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 BTS approved a resolution for the aforementioned actions at their May 3, 2021 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.

I hereby certify that the above is a true and correct copy of a resolution adopted at a public meeting of the MCC held on **Thursday, May 6, 2021**.

*Chastity Fultz spoke and said that we need a little bit for money for a single family housing rehabilitation project, and the Youth Park has decided to for-go the use of CDBG funds for their restroom improvements at the Mifflin County Youth Park. We are moving the amount needed from the youth park project budget to the single family rehabilitation project.*

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

- I. *Sub-recipient agreement with Wayne Township for the Wayne Township Infrastructure Improvement Project*

*Chastity Fultz spoke and said we need to put this into place and get it ready to bid in early June. The project will be completed this year.*

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

- J. *Resolution No. 5 of 2021 supporting Downtown Lewistown Inc. for a five year period at \$5,000 per year (2021 through 2025)*

## **COUNTY OF MIFFLIN**

### **RESOLUTION 2021-5**

WHEREAS, Downtown Lewistown, Inc. (hereinafter referred to as the "Organization") is applying to the Pennsylvania Department of Community and Economic Development to maintain its certification under the Keystone Communities Program (hereinafter referred to as the "Program"); and

WHEREAS, the Program guidelines require the acknowledgement, designation, and support from a municipality; and

WHEREAS, with support from the County of Mifflin (hereinafter referred to as the "Municipality"), all municipalities would have access to the Program's benefits; and

WHEREAS, the Municipality has agreed to support DLI with an annual pledge/contribution of \$5,000.00 per year for each of the following five (5) years—2021, 2022, 2023, 2024, and 2025—for a total pledge over the five (5) year period of \$25,000.00.

NOW, THEREFORE, BE IT RESOLVED, that: (i) Municipality agrees to support the Organization's request for a maintaining its certification for a Keystone Community Designation; Municipality will collaborate with the Organization in the Keystone Communities Program; (iii) Municipality approves the five-year strategy developed as part of the application; and (iv) Municipality authorizes the Organization to represent Municipality within the guidelines of the Keystone Communities Program.

DULY ADOPTED this 6th day of May, 2021.

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

*K. Annex Project (General Contract) change orders:*

- *No. 1-013 with Lobar Inc., powder coat maintenance stair black – additional \$1,479.36*
- *No. 1-014 with Lobar Inc., casework changes – additional \$1,842.23*
- *No. 1-015 with Lobar Inc., EIFS revisions – additional \$3,529.74*

*Lonnie Griffith spoke and said the rear part-dock area will be powder coated black. The casework changes include counter tops and cabinets and they have all been chosen. The EIFS revisions are the exterior of the building and they have been agreed upon with the commissioners.*

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

*L. Quote from Tyler Technologies for Payroll Time and Attendance Software - \$ 50,833.00*

*Commissioner Postal spoke and said this should lead to a more efficient work force.*

*Motion was made by Commissioner Postal to approve of the Payroll Time and Attendance Software. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

*M. Resolution No. 6 of 2021 authorizing the chairman to sign the electronic access agreement for Pennsylvania Crash Information Tool*

**RESOLUTION No. 6 of 2021**

BE IT RESOLVED, by authority of the Commissioners of Mifflin County and it is hereby resolved by authority of same, that the Chairman of the Mifflin County Board of Commissioners, Mark A. Sunderland, be authorized and directed to sign, on its behalf, the Electronic Access Agreement for the Pennsylvania Crash Information Tool, entered into with the Commonwealth of Pennsylvania, Department of Transportation.

N. *Electronic access agreement with the Pennsylvania Department of Transportation for Pennsylvania Crash Information Tool*

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

O. *Award notification for the Body-Worn camera program grant for the period April 1, 2021 through June 30, 2022 - \$85,838.00*

*Lisa Stalnaker spoke and said this is the purchase of body-worn cameras. Each department will create their own policy.*

*Commissioner Postal made a motion to approve of the Body-Worn camera program grant. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

P. *Personnel:*

- *Hiring of Zachary Poff for Field Assessor in the Tax Services Office effective May 17, 2021*

*Motion was made by Commissioner Postal to approve of the personnel item. 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 9:45 am.*

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*Secretary*

*ATTEST:*

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*Chief Clerk*