

Lewistown, PA

June 3, 2021

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, June 3, 2021 at 9:00 a.m. In attendance were Commissioner Robert Postal; Kevin Kodish; Chief Clerk Cathy Romig and Fiscal Affairs Assistant Makyla Henry. Commissioner Mark Sunderland was absent.*

*No members were present from the media.*

*Guests present were Lisa Stalnaker; Treasurer Deb Civitts; Physical Plant Director Lonnie Griffith; Director of Human Services Allison Fisher; and from the public Nicole Hostetler and Daniel Dupuis.*

*The meeting was called to order at 9:00 a.m. by Commissioner Postal.*

**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 Kodish to accept the minutes of the Regular Meeting of May 20, 2021. Commissioner Postal seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

1. *General Fund, Accounts Payable:*

*Cks. 133033 to 133326 and EFT # 27913 to 27927 in the amount of #844,371.78*

2. *Payroll Account:*

*Cks. #79136 to 79146 and Direct Deposit Advices # 38300 to 38541 in the amount of \$435,269.56*

3. *911 Account:*

*Cks. # 52162 to 52169 and EFT # 20806 to 20810 in the amount of \$15,848.08*

4. *CDBG Account:*

*Cks. # 1554 to 1555 in the amount of \$10,988.72*

5. *Liquid Fuels Act 89 Account*

*Ck. # 8105 in the amount of \$64.81*

6. *LEPC Account*

*Ck. # 1527 in the amount of \$90.60*

*Motion was made by Commissioner Kodish to approve payment of bills as listed above. Commissioner Postal seconded the motion. The motion was unanimously approved.*

V. *Treasurer's Report:*

**TREASURER'S REPORT**  
**05/19/2021-06/01/2021**

**General Account** Starting Balance **\$1,195,379.67**

**DEBITS**

Deposits Receipts #106842-106964	413,546.66
Transfer from	0.00
Transfer from CAPITAL RESERVE	0.00
Transfer from LEPC	0.00
Voided Checks	38.97
Transfer from 911	0.00
Interest	375.92

**TOTAL DEBITS** **\$413,961.55**

**CREDITS**

Bills Paid CK #'S 133033-133326, EFT'S # 27913-27927	844,371.78
Transfer to Payroll CKS 79136-79146, DD 38300-38541	435,269.56
Transfer to Act 137	0.00
NSF CHECKS	1,000.00
TRANSFER TO ACT 152	0.00

**TOTAL CREDITS** **\$1,280,641.34**

Ending Balance (Interest @ 0.270% as of 06/01/2021) **\$328,699.88**

**Liquid Fuels**

Invested at JV Bank @ 0.270% as of 06/01/2021 \$448,357.22

**Liquid Fuels - Act 89**

Invested at JV Bank @ 0.270% as of 06/01/2021 \$382,534.43

**911 Telephone Account**

Invested at JV Bank @ 0.270% as of 06/01/2021 \$1,002,010.27

**LEPC**

Invested at JV Bank @ 0.270% as of 06/01/2021 \$28,258.52

**Local Use Fund**

Invested at JV Bank @ 0.270% as of 06/01/2021 \$471,838.05

**Capital Reserve Account**

Invested at JV Bank @ 0.950% as of 06/01/2021 \$15,249,918.36

Report Subject to Audit

*Motion was made by Commissioner Kodish to approve the Treasurer's Report as received, subject to audit. Commissioner Postal seconded the motion. The motion was unanimously approved.*

VI. *Meetings and Events:*

*Chairman Sunderland:*

*Salary Board  
Insurance Agent County Buildings  
Open Repository Bids*

*JVBDS Joinder Board  
Tour of Mifflin County Academy  
Mifflin County Municipal Authority*

*Commissioner Postal:*

*Salary Board  
JVBDS Joinder Board  
Mifflin County Municipal Authority  
JVBDS Executive Committee  
Prison Board  
Internal meetings: COVID CDBG,  
insurance, tax services, elections,  
DHS, 911 and MCCF*

*Commissioner Kodish:*

*Board of Elections Computation  
Geisinger Western Region Briefing  
CARS Board  
Regional Services Negotiations  
Prison Board  
Salary Board  
Open Repository Bids  
JVBDS Joinder Board  
Regional Services Property  
Committee  
SEDA-COG Board  
Mifflin County Municipal Authority  
Economic of Broadband Meeting*

**VII. Public Comment:**

*None to report.*

**VIII. New Business:**

**A. Allison Fisher, Director of Human Services, ERAP Grant update**

*Allison Fisher spoke and said our community provides the ERAP program. It is Emergency Rental Assistance for those who qualify. She said the first step is going to the state website, which is [compass.state.pa.us](http://compass.state.pa.us) and fill out the application that is there. If you do not have access to the internet you can call the Human Services office at 717-447-5121 and we will mail an application to you. She said that when this was publicized it stated that landlords can make the application and that is not true. Applicants do have to be the renters. The ending date is still pending, but the estimated date is September 30, 2021. It may go longer than that. This program is first come first serve, so do not wait to sign up. The levels of income for program are posted on the county website. If you were unemployed and have your unemployment letter that is the easiest way to make application. Allison also added that the local food pantry's received money and donations. If you are still struggling there is plenty of food still available. Commissioner Postal added that the hospitality and lodging industry grant is still open with \$116,456 and will be closing June 15, 2021.*

**B. Request for exoneration of delinquent real estate tax and relieve Rebecca Ganoë, Tax Claim Bureau Director from collecting this tax:**

- *Parcel No. 17,26-0303 located in Granville Township – property was purchased by Granville Township on May 13, 2021*

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

C. Request for exoneration of 2021 county real estate tax bill and relieve the tax collector from collecting this bill:

- Parcel No. 17,26-0303 located in Granville Township – property was purchased by Granville Township on May 13, 2021 - \$164.59

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

D. Offer for Parcel No.'s 03,04-0137--,000, 03,04-0138--,000 and 03,04-0140--,000, located in Lewistown Borough that is currently in repository for unsold properties - \$1,000.00

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

E. Offer for Parcel No. 04,01-0338--,000, located in Lewistown Borough that is currently in repository for unsold properties - \$80.00

Motion was made by Commissioner Kodish to be rejected. Commissioner Postal seconded the motion. The motion was not approved.

F. Resolution No. 7 of 2021 opening Mifflin County American Rescue Plan account at Juniata Valley Bank



THE JUNIATA VALLEY BANK  
MONUMENT SQUARE, 1 E Market St, Lewistown, PA 17044

GOVERNMENT ENTITY DEPOSITORY RESOLUTION NO. 7  
GOVERNMENT ENTITY DEPOSITORY RESOLUTION

SECRETARY'S CERTIFICATE. certify that I am the Secretary of MIFFLIN COUNTY ('Entity'), a government entity in good standing under the laws of Pennsylvania. The following is an accurate copy of resolutions adopted by the Entity's governing body at a meeting properly called and held on November 5, 2019, at which a quorum was present. Such resolutions have not been amended or revoked, and they do not conflict with any provision of any document by which the Entity is bound:

RESOLVED, that THE JUNIATA VALLEY BANK (Bank') is designated a depository of funds for the Entity;

RESOLVED, that any prior resolutions remain in effect except as changed by those adopted today. The Entity ratifies all transactions purportedly done on its behalf with the Bank before these resolutions were delivered to the Bank. Any change(s) to these resolutions will take effect only after the Bank has received written certification of the change(s) and has had reasonable time to act on the change(s);

RESOLVED, that the Entity agrees to be bound by the Bank's Commercial Deposit Account Agreement for each account permitted by these resolutions;

RESOLVED, that the Bank is authorized to honor, pay, and charge the Entity's account(s) for any item purporting to have been signed on behalf of the Entity with a facsimile signature that resembles a specimen the Entity has certified to the Bank, no matter by whom or by what means the actual or purported signature may have been made;

RESOLVED, that the persons named below, whose manual and/or facsimile signatures are provided next to their respective names, are authorized to sign and authorize checks, drafts, withdrawal slips, and any other orders for the payment of money, whether by paper, electronic, or other means, even if payable to the signer or used to discharge or reduce any obligation of the signer. The Bank has no duty to inquire into any such action before executing it, even if the action benefits the signer individually. Number of signatures required: 3.

RESOLVED, that the Secretary of the Entity is directed to certify and deliver a copy of these resolutions to the Bank, the signature cards bearing the genuine signatures of the persons named below, and any other documents that the Bank requires.

AUTHORIZED PERSONS. The names and genuine signatures, manual or facsimile, of the authorized persons for account 0000002500138892 are as follows:

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

*G. Authorization to submit request to drawn down funds from the Coronavirus Local Fiscal Recovery Fund*

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

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

- *No. 1-016 with Lobar Inc., Coroner Area Plumbing – additional \$12,596.73*
- *No. 1-017 with Lobar Inc., 3<sup>rd</sup> street canopy repairs – additional \$760.42*
- *No. 1-018 with Lobar Inc., additional line striping and sign replacements – additional \$558.25*
- *No. 1-019 with Lobar Inc., support steel for RTU-1 and RTU-5 – additional \$5,188.57*
- *No. 1-020 with Lobar Inc., flooring revisions – additional \$7,194.09*
- *No. 1-021 with Lobar Inc., delete metal railing and ladder above probation – decrease of \$4,548.00*

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

*I. Renewal agreement with Rochester Midland Corporation for water management services at the courthouse and jail for the period June 2, 2021 through May 31, 2022 - \$3,395.00 (increase of \$99.00 from previous year)*

*Mr. Griffith said this is our agreement for water services for the courthouse and the jail. It did increase from last year by \$99.00.*

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

*J. Professional Services Agreement with the EADS Group Inc., for additional engineering services for the Dorcas street bridge - \$3,000*

*Mr. Griffith said the repair for the bridge is to start on Monday June 7, 2021 after school is let out. The contract is estimated to be \$3,000 based upon hours worked. The repair should be finished on August 6, 2021.*

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

*K. Contract Maximus US Services, Inc. to prepare the indirect cost allocation plan for the years ending, 2020, 2021 and 2022 at a cost of \$7,000.00 per year*

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

- L. *Engagement agreement with McNeese, Wallace and Nurick, LLC to provide legal services to Mifflin County and Mifflin County Prothonotary*

*Commissioner Postal said there is a class action lawsuit filed against 53 county prothonotary's by 2 school districts in Delaware County. It is not practical or efficient for every county to enter briefs and defend ourselves so the Commissioners Association of PA has taken the lead to retain the law firm of McNeese, Wallace and Nurick, LLC.*

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

- M. *Body-worn Camera Program Agreements:*

- *Lewistown Police Department*
- *Mifflin County Regional Police Department*
- *Granville Township Police Department*
- *Mifflin County Sheriff's Department*

*Lisa Stalnaker said they have been having meetings on Fridays at the chiefs meeting with the district attorney. The departments are in the process of developing policies and procedures and completing the score card. It is a starting point on how much training and knowledge they have on the body worn cameras. Right now the Regional Police Department, Sheriff's Office, and LPD has their policies, procedures and score cards completed.*

*Motion was made by Commissioner Kodish to the Body-worn camera program agreements. Commissioner Postal seconded the motion. The motion was unanimously approved.*

- N. *Application for the Adult Treatment Court Grant for the period October 1, 2021 through September 29, 2022 - \$199,999.00*

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

- O. *Application for the Pre-Trial Divisorary Grant for the period October 1, 2021 through September 29, 2022 - \$150,012.00*

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

- P. *Personnel:*

- *Hiring of Marissa Rishel for the Housing Resource Assistant in the Human Services Office effective June 7, 2021*
- *Promotion of Andrew Mitchell from Corrections Officer to Corporal effective June 13, 2021*
- *Promotion of Abagale Snook from part-time to full-time Corrections Officer effective June 13, 2021*

**IX. Adjournment:**

*With no other business on the agenda, Commissioner Postal adjourned the meeting at 9:23 am.*

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*Secretary*

*ATTEST:*

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*Chief Clerk*