

Lewistown, PA

August 19, 2021

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, August 19, 2021 at 9:00 a.m. In attendance were Commissioners Kevin Kodish; Mark Sunderland; Chief Clerk Cathy Romig; and Treasurer Deb Civitts. Commissioner Rob Postal was absent.

Brad Kreitzer was present from The Sentinel.

Guests present were Physical Plant Director Lonnie Griffith, Human Services Director Allison Fisher, Director of Children and Youth Dana Bubb, Warden Jason Kormanic, Chastity Fultz, Chief Probation Officer Nick Wolfkiel, Director of Public Safety Phil Lucas, and Zander Crader from MCTV.

The meeting was called to order at 9:00 a.m. by Commissioner 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 Kodish to accept the minutes of the Regular Meeting of August 5, 2021. Commissioner Sunderland seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Ck. #'s 134035 - 134182 and EFT #'s 28189 - 28294 in the amount of \$688,547.43

2. 911 Account:

Ck. #'s 52209 – 52218 and EFT #'s 20829 – 20835 in the amount of \$57,391.23

3. Act 137 Account:

Ck. #'s 3122 – 3123 in the amount of \$16,457.79

4. CDBG Account:

Ck. #'s 1564 - 1565 in the amount of \$97,726.45

5. *LEPC Account:*

Ck. # 1531 in the amount of \$92.01

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

V. Treasurer's Report:

**TREASURER'S REPORT
08/04/2021-08/17/2021**

General Account Starting Balance	\$249,877.36
DEBITS	
Deposits Receipts #107722-107930	625,509.61
Transfer from	0.00
Transfer from CAPITAL RESERVE	600,000.00
Transfer from LEPC	416.67
Voided Checks	0.00
Transfer from 911	400,000.00
Interest	351.63
TOTAL DEBITS	\$1,625,926.28
CREDITS	
Bills Paid CK #'S 134035-134102, EFT'S # 28279-28294	688,547.43
Transfer to Payroll CKS 79185-79191, DD 39520-39771	384,323.86
Transfer to Act 137	0.00
NSF CHECKS	0.00
TRANSFER TO ACT 152	0.00
TOTAL CREDITS	\$1,072,871.29
Ending Balance (Interest @ 0.300% as of 08/17/2021)	\$802,932.35
Liquid Fuels	
Invested at JV Bank @ 0.30% as of 08/17/2021	\$445,249.20

Liquid Fuels - Act 89

Invested at JV Bank @ 0.30% as of 08/17/2021 \$402,842.35

911 Telephone Account

Invested at JV Bank @ 0.30% as of 08/17/2021 \$810,907.05

LEPC

Invested at JV Bank @ 0.30% as of 08/17/2021 \$27,048.61

Local Use Fund

Invested at JV Bank @ 0.30% as of 08/17/2021 \$406,854.94

Capital Reserve Account

Invested at JV Bank @ 0.350% as of 08/17/2021 \$14,496,874.70

Report Subject to Audit

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

VI. Meetings and Events:

Chairman Sunderland:

*JVBDS Joinder Meeting
Conservation District Board*

Commissioner Postal:

*Commissioner Postal was
absent from the meeting.*

Commissioner Kodish:

*Mifflin County Youth Fair
Opening Ceremony
JVBDS Joinder Board
Regional Services Property
Committee
Meeting with Sheriff Drayer*

VII. Public Comment:

None to report.

VIII. New Business:

- A. *Amend the action taken on June 3, 2021 to exonerate Granville Township Tax Collector Billi Weaver from collecting 2021 county real estate tax bill No. 17-002706 – corrected amount of tax to be exonerated \$167.95*

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

- B. *Amend the action taken on June 17, 2021 to exonerate Union Township Tax Collector Herb Zook from collecting 2021 county real estate tax bill No. 20-000161 – corrected amount of tax to be exonerated \$10,277.31*

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

- C. *Commonwealth of Pennsylvania State Fiscal Year 2021-2022 Hazardous Material Response fund Grant Agreement for the period July 1, 2021 through June 20, 2022 - \$5,143.00*

Mr. Lucas spoke at the meeting and said this grant is used for equipment and training for first responders in an event involving hazardous materials.

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

- D. *Addendum No. 1 to the Telehealth Services Agreement with InSight Medical Group to provide mental health care services for inmates at the Mifflin County Correctional Facility for the period October 11, 2021 through October 11, 2022*

Mr. Kormanic spoke at the meeting and said this is for the psychiatrist who provides mental health resources to incarcerated individuals at the facility.

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

- E. *Linkage letter with Service Access and Management, Inc., Lewistown, PA, to provide counseling services for inmates from Mifflin County Correctional Facility for the period July 1, 2021 through June 30, 2022 and authorize Warden Jason Kormanic to sign the letter*

Mr. Kormanic spoke at the meeting and said this is to provide mental health services for incarcerated individuals at the facility. There is no money involved, it is just an agreement to be signed.

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

- F. *Child Welfare Information System Data Sharing Agreement with the Commonwealth of Pennsylvania for the period October 1, 2021 through September 30, 2022*

Dana spoke at the meeting and said with this agreement information is shared across all counties in PA. We submit this with our needs based budget every year agreeing that we will participate with this data sharing agreement.

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

- G. *Proposal from J-Way Architectural, Summerhill, PA, for assistance with the courthouse roof replacement bid process - \$6,900.00*

Mr. Griffith spoke at the meeting and said this is to hire J-Way Architect to give us a bid proposal for putting rubber roofing on this building. Commissioner Kodish asked how old this roof is and Lonnie said about 15 years (since 2006).

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

- H. *Proposal from J-Way Architectural, Summerhill, PA, to provide a study of the jails existing HVAC system - \$3,800.00*

Mr. Griffith spoke at the meeting and said this to hire J-Way Architect as well to look into having the system replaced or partially replaced.

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

- I. *Application of County Aid – 2021 Liquid Fuels Allocation:*

- *Wayne Township - \$5,035.00*

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

J. Program Management Agreement for The Emergency Food Assistance Program (TEFAP)

Allison spoke at the meeting and said this is our yearly agreement with the Department of Agriculture to coordinate and manage the TEFAP program, also known as the commodity program. We work with Salvation Army and the Calvary Bible Church to distribute food.

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

K. The Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund 2021 Grant agreement

Allison spoke at the meeting and said this is a competitive grant. It allows us to expand on the homeless preventative program. The program we have through the state only allows 3 months of case management, so we utilize these funds to allow for an extra 3 months of case management. We find the longer we can have them in case management the more effective the program is. The program would then be a total of 6 months. Commissioner Kodish asked how many people are typically in this program and Allison said about 10. We have enough funds to serve 20 people, but it's a program you have to qualify for.

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

L. CDBG Hearing

Chastity spoke at the meeting and said there is 2 items to discuss. The first one is the Budget 2018 Modifications. It is the deletion of the Youth Park ADA upgrades to bathrooms project in the amount of \$21,150.00. They returned the funds. We are going to put a portion of the county share into the Wayne Township Infrastructure Improvement Project. Bids were approved and over budget. The second one is the Home Program Application. This is the single family owner occupied program. We are going to apply for \$300,000.00. The application is due August 31, 2021. We are not targeting any specific areas because we have a waiting list that goes back to 2015. There is about 43-44 individuals. We plan to cut into 10 houses with that money. We have 3 years to expend the funds.

M. Resolution No. 11 of 2021 approving budget modifications to the FFY 2018 CDBG Program

RESOLUTION NUMBER 2021-11

**RESOLUTION OF THE
MIFFLIN COUNTY COMMISSIONERS (MCC)
APPROVING BUDGET MODIFICATIONS TO THE FFY 2018 CDBG PROGRAM**

WHEREAS, the MCC funded the Mifflin County Youth Park ADA Upgrades to Restrooms Project in FFY 2018 in the amount of \$21,150.00;

WHEREAS, the MCC has decided to delete the Mifflin County Youth Park ADA Upgrades to Restrooms project and increase the Wayne Township Stormwater Improvements project in the amount of \$21,150.00;

WHEREAS, the MCC conducted a public hearing on Thursday, August 19, 2021, in accordance with the County's Citizen Participation Plan;

WHEREAS, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to modify the Brown Township FFY 2018 program funding budget, so as to complete the following actions:

1. Delete the FFY 2018 Mifflin County Youth Park ADA Upgrades to Restrooms project in the amount of \$21,150.00.
2. Increase the FFY 2018 Wayne Township Stormwater Improvements project by the amount of \$21,150.00.

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

1. That the program modifications affecting FFY 2018 program budget is approved by the MCC through the adoption of this Resolution.
2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification 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 Mifflin County Commissioners held on Thursday, August 19, 2021.

Chastity spoke and said this resolution is to delete out the Mifflin County Youth Park Project and put funds into Wayne Townships Storm water Improvement Project.

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

N. Resolution No. 12 of 2021 restating a Fair Housing Policy for the County of Mifflin and on behalf of Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council

RESOLUTION NUMBER 2021-12

RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS AND ON BEHALF OF THE LEWISTOWN BOROUGH COUNCIL, AND THE BROWN, DERRY AND GRANVILLE TOWNSHIP SUPERVISORS RESTATING A FAIR HOUSING POLICY

LET IT BE KNOWN TO ALL PERSONS of the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Act. It is the policy of Mifflin County and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, ancestry, sex, national origin, handicap or disability, or familial status (families with children). Therefore, the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville do hereby pass the following resolution.

BE IT RESOLVED, that within available resources the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville will assist all persons who feel they have been discriminated against because of race, color, religion, ancestry, sex, national origin, handicap or disability, or familial status (families with children) to seek equity under federal and state laws by filing a complaint with the Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

BE IT FURTHER RESOLVED, that the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville shall make publicly known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the Pennsylvania Human Relations Act, and any local laws or ordinances.

FURTHER ACTION will at a minimum include, but not to be limited to: (1) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to: (a) Public advertisements for vacancy or discussing the program (b) Applications for assistance (c) Contracts (d) Municipal letters dealing with federal programs.

If you're a person with a disability and require reasonable accommodation to be able to access any notifications, please contact the business offices of the Mifflin County Planning and Development Department, located at 20 North Wayne Street, Lewistown, PA 17044 (717) 242-0887, or by e-mail mcplanning@mifflinco.org and the website is www.co.mifflin.pa.us.

If you have Limited English Proficiency and require a document translation of any notification, please contact the business offices of the Mifflin County Planning and Development Department at the above listed contact information.

I hereby certify that the above is a true and correct copy of a resolution adopted at a public meeting of the Mifflin County Commissioners held on **Thursday, August 19, 2021**.

Chastity spoke and said it is illegal to discriminate for fair housing based on race, color, religion, ancestry, sex, national origin, handicap or disability. It is all stated in the first paragraph of the resolution.

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

O. Resolution No. 13 of 2021 appointing a section 504 Compliance Officer and establishing a grievance procedure for the County of Mifflin and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council

RESOLUTION NUMBER 2021-13

**RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS AND
ON BEHALF OF THE LEWISTOWN BOROUGH COUNCIL, AND
THE BROWN, DERRY AND GRANVILLE TOWNSHIP SUPERVISORS
APPOINTING A SECTION 504 COMPLIANCE OFFICER AND
ESTABLISHING A GRIEVANCE PROCEDURE**

WHEREAS, Mifflin County, Pennsylvania and the Brown, Derry, and Granville Township Supervisors and the Lewistown Borough Council (hereinafter referred to as OBO's), are recipients of federal funds from the Pennsylvania Department of Community and Economic Development (PA- DCED), through the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program, authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended;

WHEREAS, Mifflin County and its OBO's are statutorily required to develop administrative procedures and regulations in accordance with 24 CFR Part 8 of the Code of Federal Regulations as effectuated on July 11, 1988, to implement Section 504 of the Rehabilitation Act of 1973;

WHEREAS, Mifflin County and the OBO's must designate a Section 504 Compliance Officer who will serve of the County's designated representative for any and all complaints regarding 24 CFR Part 8 of the Code of Federal Regulations and adopt grievance procedures;

WHEREAS, Mifflin County outreached with interested parties to solicit input and feed back regarding the County's compliance with administrative rules and regulations related to Section 504 of the Rehabilitation Act of 1973 during 2014;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Mifflin as follows:

- 1. The Housing Rehabilitation Specialist/Construction Manager, Douglas Marks, of the Mifflin County Planning and Development Department is hereby designated as the County's Section 504 Compliance Officer for 2021 – 2022.*
- 2. The County has adopted a grievance procedure for any and all complaints regarding accessibility to all county owned facilities.*
- 3. The County Commissioners procured the EADS Group Inc. in January 1998 to conduct a comprehensive analysis of all county owned facilities as related to Title II of the American with Disabilities Act. These reports are on file in the Planning and Development Department of the Mifflin County Courthouse.*
- 4. Since 1998 the County Commissioners made modifications to all county owned facilities which comply with Title II of the American with Disabilities Act.*
- 5. The Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council are responsible for complying with Title II of the American with Disabilities Act for all municipal facilities and all facilities are ADA compliant.*

I HEREBY CERTIFY that the above is a true and correct copy of a resolution adopted at a regular meeting of the Mifflin County Commissioners held on Thursday, August 19, 2021.

Chastity spoke and said this resolution is reestablishing Doug Marks as a Section 504 Compliance Officer for the next year and this has to do with handicap accessibility & language access for anything that we do in CDBG and/or home.

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

P. Resolution No. 14 of 2021 authorizing and application for the Pennsylvania Home Program

RESOLUTION NUMBER 2021-14
OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS
AUTHORIZING AN APPLICATION FOR THE
PENNSYLVANIA HOME PROGRAM

Resolution of the Mifflin County Board of Commissioners authorizing the filing of an Application for funds with the Department of Community and Economic Development (DCED), Commonwealth of Pennsylvania.

WHEREAS, the HOME Applicant is desirous of obtaining funds from DCED for affordable housing activities fundable under Title II of the National Affordable Housing Act of 1990 (42 U.S.C. 12701 et. seq and the implementing regulations at 24 CFR Part 92.

NOW, THEREFORE, BE IT RESOLVED that a housing need exists that has been identified in the local or state Consolidated Plan and the proposed housing activity addresses this need.

BE IT FURTHER RESOLVED, that the HOME Applicant has conducted the required citizen participation process.

BE IT FURTHER RESOLVED, that the HOME Applicant will assure the provision of the other necessary funds to make the activity feasible.

BE IT FURTHER RESOLVED that the HOME Applicant will reimburse the Commonwealth for any expenditures found by DCED to be ineligible.

BE IT FURTHER RESOLVED, that the appropriate officer of the HOME Applicant is directed to execute a certificate attesting to the adoption of this Resolution and to furnish a copy of this Resolution to DCED

NOW, THEREFORE, BE IT RESOLVED, the Mifflin County Board of Commissioners hereby authorizes the filing of an Application for funds with the Department of Community and Economic Development (DCED), Commonwealth of Pennsylvania.:

1. The Chairman of the Board of County Commissioners be and is authorized and directed to submit an application, including all understandings and assurances contained therein, to the fullest extent of funds allowed on behalf of the County of Mifflin to the Pennsylvania Department of Community and Economic Development and to act as the authorized representative of the County of Mifflin, and to provide such additional information as may be requested; and
2. The Chairman of this Board of Commissioners is hereby authorized and directed to execute on behalf of the County of Mifflin such certifications and/or agreements as may be required to accept and implement the proposed program and activities.

I hereby certify that the above is a true and correct copy of a resolution adopted by the Board of Commissioners of Mifflin County, Pennsylvania at a legally convened public meeting held on the fifteenth day of October, 2015.

Chastity mentioned that this resolution is giving authorization to submit the home application and giving Mr. Sunderland the authority to sign all the documents required to submit the application.

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

Q. Approval of payment to SEDA-COG for Administration of the CHIRP Program - \$2,380.00

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

- R. *Pennsylvania Commission on Crime and Delinquency award notification for the Mifflin County Intermediate Punishment Grant for the period July 1, 2021 through June 30, 2022 - \$95,000.00*

Mr. Wolfkiel spoke at the meeting and said this grant will provide the court with a range of sentencing options, while helping reduce incarceration. It helps offenders stay in the community, and get the intensive help and supervision they need. A majority of the grant gets used towards salaries, electronic monitoring, treatment and helping ensure that we can provide the intensive supervision during another pandemic.

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

S. *Personnel:*

- *Resignation from part-time Corrections Officer Steven Durst effective August 25, 2021*
- *Hiring of Jason Snyder for part-time Public Safety Telecommunicator effective August 23, 2021*
- *Hiring of Hunter Deavor for part-time Corrections Officer effective August 23, 2021*

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

IX. Adjournment:

With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:31 am.

Secretary

ATTEST:

Chief Clerk