

Lewistown, PA

September 2, 2021

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 2, 2021 at 9:00 a.m. In attendance were Commissioners Kevin Kodish; Mark Sunderland; Robert Postal; Chief Clerk Cathy Romig; Treasurer Deb Civitts; and Fiscal Affairs Assistant Makyla Henry.*

*Erin Thompson was present from The Sentinel.*

*Guests present were Physical Plant Director Lonnie Griffith, Director of Children and Youth Dana Bubb, Chastity Fultz, Director of Public Safety Phil Lucas, Food Bank Agency Service Manager Maria D'Isabella and Simon Peachey from MCTV.*

*The meeting was called to order at 9:03 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 Postal to accept the minutes of the Regular Meeting of August 19, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

*1. General Fund, Accounts Payable:*

*Ck #'s 134183-134298 and EFT #'s 28295-28310 in the amount of \$1,664,004.14*

*2. Payroll Account*

*Ck #'s 79192-79202 and Direct Deposit Advice #'s 39772-40018 in the amount of \$440,148.66*

*3. 911 Account*

*Ck #'s 52219-52226 and EFT #'s 20836-20837 in the amount of \$8,664.62*

*4. Act 137 Account*

*Ck #'s 3124-3125 in the amount of \$5,203.92*

*5. CDBG Account*

*Ck #'s 1566-1567 in the amount of \$1,665.39*

*6. Liquid Fuels Account*

*Ck # 1699 in the amount of \$214,207.92*

*7. Liquid Fuels Act 89 Account*

*Ck # 8108 in the amount of \$54.29*

*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  
08/18/2021-08/31/2021**

<b>General Account</b> Starting Balance	<b>\$802,932.35</b>
<b>DEBITS</b>	
Deposits Receipts #107931-108091	1,866,291.15
Transfer from	0.00
Transfer from CAPITAL RESERVE	0.00
Transfer from LEPC	0.00
Voided Checks	1,808.30
Transfer from 911	0.00
Interest	350.38
<b>TOTAL DEBITS</b>	<b>\$1,868,449.83</b>
<b>CREDITS</b>	
Bills Paid CK #'S 134813-134298, EFT'S # 28295-28310	1,664,004.14
Transfer to Payroll CKS 79192-79202, DD 39772-40018	440,148.66
Transfer to Act 137	0.00
NSF CHECKS	0.00
TRANSFER TO ACT 152	0.00
<b>TOTAL CREDITS</b>	<b>\$2,104,152.80</b>
<u>Ending Balance (Interest @ 0.300% as of 08/31/2021)</u>	<u><b>\$567,229.38</b></u>
<b>Liquid Fuels</b>	
Invested at JV Bank @ 0.30% as of 08/31/2021	\$231,154.67
<b>Liquid Fuels - Act 89</b>	
Invested at JV Bank @ 0.30% as of 08/31/2021	\$402,892.24
<b>911 Telephone Account</b>	
Invested at JV Bank @ 0.30% as of 08/31/2021	\$805,183.53
<b>LEPC</b>	
Invested at JV Bank @ 0.30% as of 08/31/2021	\$27,055.65
<b>Local Use Fund</b>	
Invested at JV Bank @ 0.30% as of 08/31/2021	\$406,961.65
<b>Capital Reserve Account</b>	
Invested at JV Bank @ 0.350% as of 08/31/2021	\$14,555,822.45

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:*

*Salary Board  
JVDBS Zoom Call  
MCMA Meeting  
Elected Officials ARPA Meeting  
HRG Meeting on CAP*

*Commissioner Postal:*

*JVBDS Joinder Executive Committee (2)  
JVBDS Joinder Board  
SEDA-COG Natural Gas Co-Op Exec. Comm.  
Heller Energy regarding CAP/MC Planning  
Internal Meetings: ARP program, Veterans Affairs, Tax Services, MC Planning, Blacks Hospital*

*Commissioner Kodish:*

*Salary Board  
CYS Operations Meeting  
ARPA Meeting  
Executime Meeting  
SEDA-COG Joint Rail Authority Briefing  
MCMA Board  
SEDA-COG/ARPA Meeting with Municipalities  
SEDA-COG Personnel Committee  
County Action Plan Meeting*

**VII. Public Comment:**

*None to report.*

**VIII. New Business:**

A. *Proclamation – September, 2021 is recognized as Hunger Action Month*

*2021 Hunger Action Month Proclamation*

*WHEREAS, hunger and poverty are issues of vital concern in Mifflin County where 12.4% of people are food insecure and one in every 6 children do not know where their next meal will come from; and*

*WHEREAS, Mifflin County is committed to taking steps to combat hunger in every part of our community and to provide additional resources that those in our community need; and*

*WHEREAS, Mifflin County is committed to working with Central Pennsylvania Food Bank and its partner agencies in educating people about the role and importance of food banks in addressing hunger and raising awareness of the need to devote more resources and attention to hunger issues; and*

*WHEREAS, the coronavirus pandemic has had devastating health and economic impacts across the country, and it is projected that the food insecurity rate in Mifflin County will rise to 13.7% in the wake of the pandemic; and*

*WHEREAS, the month of September has been designated “Hunger Action Month” in order to bring attention to food insecurity in our communities and to engage the public in action – including volunteer shifts, social media shares, and donations – to end hunger one helping at a time; and*

*WHEREAS, food banks across the country, including Central Pennsylvania Food Bank and its partner agencies– will host numerous events throughout the month of September to bring awareness and help end hunger in their local community;*

*NOW, THEREFORE, We, the Mifflin County Commissioners, do hereby recognize September 2021, as HUNGER ACTION MONTH in Mifflin County and we call this observance to the attention of our citizens.*

*Proclaimed this 2nd day of September, 2021.*

*Maria D’Isabella spoke at the meeting and expressed their appreciation for recognizing September as Hunger Action Month. There will be a virtual town hall on September 16<sup>th</sup>.*

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

- B. Agreement with Lewistown Dental Care, Lewistown, PA, to provide dental services for inmates at the Correctional Facility for the period of September 1, 2021 through August 31, 2022*

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

- C. Professional Services Contract with J-Way Architectural, Summerhill, PA, to provide architectural/engineering design and bidding services for the Mifflin County Campus Transportation Enhancement Project - \$55,800.00*

*Commissioner Postal said this is a part of the streetscape project, which is being done around the Annex Building right now. This is to fill the gap with Market Street and The Annex. It will be done around the Courthouse. It will be paid by a grant.*

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

- D. Application for County Aid – 2021 Liquid Fuels Allocation:*

- Brown Township - \$5,073.00*

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

- E. *Amendment to Engineering Agreement with Buchart horn for the Reedsville ADA Ramps Project – Additional Engineering Services in the amount of \$6,380.00*

*Chastity spoke at the meeting and said she is withdrawing the request today. There were some questions on the agreement and DCED is questioning some items as well.*

- F. *Memorandum of Understanding with Pennsylvania Department of Conservation and Natural Resources (DCNR) allowing Mifflin County 911 to access DCNR Radio Talk groups and allow DCNR to access Mifflin County Radio Channels*

*Mr. Lucas spoke at the meeting and said this is the final checkoff for our radio system upgrade. It will allow park rangers to connect with our law enforcement and our law enforcement to connect with park rangers.*

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

- G. *Purchase of Service Agreement for use, if needed, by Children & Youth for the period July 1, 2021 through June 30, 2022:*

- *Justice Works, Allentown, PA \$77.00-\$82.00 an hour*
- *Tuscarora Intermediate Unit, McVeytown, PA \$39.00 per hour*
- *Adelphoi Village, Inc., Latrobe, PA \$87.53-\$408.31 an hour*
- *The Bair Foundation of Pennsylvania, York, PA \$72.07-\$175.00 an hour*
- *Merakey, Harrisburg, PA \$29.29-\$123.80 an hour*
- *Pathways Adolescent Center, Inc., Oil City, PA \$155.00-185.00 an hour*
- *Pentz Run Youth Services, Dubois, PA \$130.39-\$170.13 an hour*

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

- H. *Estimate from Appalachian Fence Company, Elliotsburg, PA for privacy fence and gate at the Dorcas Street Bridge - \$2,853.00*

*Mr. Griffith spoke at the meeting and said this should be the last repair for The Dorcas Street Bridge project. In the agreement it stated we will need access to the creek bed, and we had to remove their old fence to do so. This is to replace the old fence with a new one.*

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

- I. *Agreement from Orchard Hills Storage Inc., Burnham, PA for storage rent for the period October 1, 2021 through September 30, 2022 - \$1,740.00*

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

- J. *Memorandum of Understanding with Tuscarora Intermediate Unit II for adult education and workforce development services at the Correctional Facility for the period July 1, 2021 through June 30, 2022 - \$7,500.00*

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

- K. *Personnel:*

- *Resignation from part-time Corrections Officer Levi Bender effective September 1, 2021*
- *Hiring of Nicholas Loudenslager for part-time Security Guard effective September 6, 2021*
- *Promotion of Brenda Dobson from Caseworker III to GPS Intake Supervisor in the Children & Youth Department effective September 7, 2021*
- *Resignation of Matthew Bender from Children & Youth Caseworker II effective September 10, 2021*
- *Resignation of Cassandra Prince from Children & Youth Caseworker III effective September 10, 2021*
- *Appointment of Kayla Wisnom for an intern in the Children & Youth Department for 100 hours during the Fall 2021*
- *Hiring of Noah Gilbert for part-time Corrections Officer effective September 13, 2021*
- *Resignation from Correctional Facility LPN Melissa Wilson effective September 20, 2021*

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

**IX. Adjournment:**

*With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:21 am.*

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*Secretary*

**ATTEST:**

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*Chief Clerk*