

Lewistown, PA

September 16, 2021

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 16, 2021 at 9:00 a.m. In attendance were Commissioners Kevin Kodish; Mark Sunderland; Robert Postal; Chief Clerk Cathy Romig; and Treasurer Deb Civitts.

No one was present from The Sentinel.

Guests present were Director of Human Services Allison Fisher, Chief Probation Officer Nick Wolfkiel, Chastity Fultz, Physical Plant Director Lonnie Griffith, Doug Marks, GIS Director Laura Simonetti, Jenny Landis from Visitor Bureau, Deakon Schaeffer, Parker Kearns, Chris Moon, John Paul Pannizzo, Hunter Bailey, Ryan Kanagy, Landen Eichorn, Xavier Smith, Tucker Gill, Manager Bill Corbin, Bob Mowery, Barb Mowery, Zach Mowery, John Pannizzo, Dupree Reed, Douglas Weaver, and Christopher Gill.

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 Postal to accept the minutes of the Regular Meeting of September 2, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Ck. #'s 134299-134451 and EFT #'s 28311-28414 in the amount of \$747,611.57

2. Payroll Account

Ck. #'s 79203-79210 and Direct Deposit Advice #'s 40019-40261 in the amount of \$351,085.53

3. 911 Account

Ck. #'s 52227-52229 and EFT #'s 20838-20842 in the amount of \$20,457.59

4. CDBG Account

Ck. # 1568 in the amount of \$550.00

5. Liquid Fuels Account

Ck # 1700 in the amount of \$3,531.13

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
09/01/2021-09/14/2021

General Account Starting Balance **\$567,229.38**

DEBITS

Deposits Receipts #108095-108296	1,004,844.00
Transfer from	0.00
Transfer from CAPITAL RESERVE	0.00
Transfer from LEPC	303.07
Voided Checks	20.25
Transfer from 911	0.00
Interest	350.38

TOTAL DEBITS **\$1,005,167.32**

CREDITS

Bills Paid CK #'S 134299-134451, EFT'S # 28311-28414	747,611.57
Transfer to Payroll CKS 79203-79210, DD 40019-40261	351,085.53
Transfer to Act 137	0.00
NSF CHECKS	0.00
TRANSFER TO ACT 152	0.00

TOTAL CREDITS **\$1,098,697.10**

Ending Balance (Interest @ 0.300% as of 09/14/2021) **\$473,699.60**

Liquid Fuels

Invested at JV Bank @ 0.30% as of 09/14/2021 **\$227,623.54**

Liquid Fuels - Act 89

Invested at JV Bank @ 0.30% as of 09/14/2021 **\$402,892.24**

911 Telephone Account

Invested at JV Bank @ 0.30% as of 09/14/2021 **\$784,938.81**

LEPC

Invested at JV Bank @ 0.30% as of 09/14/2021 **\$26,752.58**

Local Use Fund

Invested at JV Bank @ 0.30% as of 09/14/2021 **\$406,961.65**

Capital Reserve Account

Invested at JV Bank @ 0.350% as of 09/14/2021 **\$14,600,284.83**

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:

*Retirement Board
Enterprise*

*Zito Broadband
EADS Engineer Blacks Hospital*

Commissioner Postal:

*Central Counties Youth
Center
CCAP Election Reform
Youth Park Association
Joint workforce/ local
official's board
Black's hospital engineering
SEDA-COG Joint Rail
Authority
Budget Meetings: Veterans,
Elections, Tax Services,
Sheriff, DA, Prothonotary,
Library, EMS, and MIS*

Commissioner Kodish:

*Retirement Board
Regional Services Property
Committee
2022 County Budget
Meetings
Area Agency on Aging Board
SEDA-COG Executive
Committee*

VII. Public Comment:

Jenny Landis from the Visitors Bureau came and spoke on behalf of Goose Day. It is September 29th this year. It represents Mifflin and Juniata County. The fiberglass geese that have been installed around town are known as Wild Geese. Jenny read off numbers from last year's celebration. The Square sold 71 dozen goose shaped sugar cookies, there were 52 teams in the Road Day Rally which totaled 200 participants, we sold 103 goose day postcards and sold a total of 279 postmarked from the Lewistown post office, Downtown OIP sold 104 slices of goose day pizza, there were 450 golden goose lattes sold at East End Coffee Shop, 100 t-shirts sold from 3 screen printers in Mifflin and Juniata county, and lastly there were 2,700 goose dinners sold at 16 restaurants.

VIII. New Business:

- A. *Proclamation honoring the 2021 Mifflin County 15 year old junior Babe Ruth Baseball All-stars*

***PROCLAMATION IN HONOR OF THE 2021 MIFFLIN COUNTY 15-YEAR-OLD
JUNIOR BABE RUTH BASEBALL ALL-STARS***

WHEREAS, it is the intent of the Mifflin County Commissioners to recognize outstanding achievements of individuals, athletic teams, and organizations in Mifflin County; and

WHEREAS, we, the Commissioners of Mifflin County, join with our community in recognition of the tremendous accomplishments of the Mifflin County 15-Year-Old Junior Babe Ruth All-Stars; and

WHEREAS, the Mifflin County 15-Year-Old Junior Babe Ruth All-Stars captured the 2021 Mid-Atlantic Region Babe Ruth title, and the 2021 Babe Ruth World Series Runner-Up honors; and

WHEREAS, the tremendous season can be credited to not only the commitment of Manager Bill Corbin, the assistant coaches and the parents, but also to the determination and spirit of the entire team; and

WHEREAS, these outstanding young men have demonstrated admirable sportsmanship as well as athletic ability; and

WHEREAS, we are privileged and honored to recognize these young citizens of Mifflin County:

*Trevor Sheaffer
Ryan Kanagy
Landon Eichhorn
Garrett Leitzel
Parker Kearns
Cole Shutt*

*Tucker Gill
Ryan Hine
Deakon Schaeffer
Aidan Reed
Hunter Bailey
Aiden Everly*

*Xavier Smith
Doug Weaver
Chris Moon
JP Pannizzo
Trace Brought
Dewey Reed*

*Manager - Bill Corbin
Coach - Jeff Kanagy*

*Coach - Bob Mowery
Coach - Jake Sheaffer*

Coach - Kalen Gearhart

WHEREAS, the contributions of these dedicated individuals have provided our community with much pleasure and pride.

NOW, THEREFORE, we, the Mifflin County Commissioners, on behalf of all citizens of Mifflin County do hereby wish to extend our congratulations and appreciation for their great effort and superior achievement.

Proclaimed this 16th day of September, 2021.

Motion was made by Commissioner Postal to be approved. 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. 17,14-0123D-,208 located in Granville Township – mobile home was tore down - \$99.35*
- Parcel No. 17,14-0123D-,311 located in Granville Township – mobile home was destroyed by fire - \$101.72*

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

C. Three-year prison HVAC service agreement with NRG Building Services, Harrisburg, PA

- September 1, 2021 through August 31, 2022 - \$15,700.00*
- September 1, 2022 through August 31, 2023 - \$15,700.00*
- September 1, 2023 through August 31, 2024 - \$16,170.00*

Lonnie spoke and said this is a renewal contact for the courthouse and jail. The old contract ran out and was just for the jail.

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

D. 4th quarter MATP (Medical Assistance Transportation Program) Reports

Allison said this is just a report showing the clients who they served in the 4th quarter and the commissioners are required to sign off on.

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

E. State Food Purchase Program Distribution Agreement with Pennsylvania Food Bank

Allison said this a contract we renew each year. They provide for each of our pantries. There is no change.

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

F. Mifflin County State Food Purchase Program Agreements for the fiscal year 2021-2022:

• Salvation Army	\$6,471.46
• Hand of Grace/Grace Covenant Church	\$22,548.00
• Abuse Network	\$6,000.00
• Bible Baptist/New Life Church Food Pantry	\$7,049.00
• Bible Baptist/New Life Church Soup Kitchen	\$1,000.00
• Calvary Bible Church	\$20,908.00
• Central Pennsylvania Food Bank	<u>\$2,235.00</u>
	Totaling \$66,211.46

Allison said the dollar amount is based on the number of folks they are serving. She said the total is down a little bit. People aren't using the book bank like they did before the pandemic because of the extra money they received from the state. Commissioner Kodish asked if the meat program is still going on at the Giant Food Stores and it is.

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

G. Agreement with Juniata Valley Tri-County drug and alcohol abuse commission for the provision of drug and alcohol abuse treatment and prevention and other services for the period September, 2021 through September 29, 2022

Allison said they are thrilled to announce we received another year of funding for this program. It was to end in June 2021, but they extended it another year. This program provides housing stability for individuals who are suffering from drugs and alcohol. Commissioner Postal asked how the program works and Allison said Juniata Valley Tri-County Drug and Alcohol Abuse Commission will transfer the funds to us and then we will pay the landlord.

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

H. Professional services agreement with GeoDecisions, Camphill, PA to perform IT updates and database conversion/development with GIS and public safety NG911 data to be in effect until December 31, 2023

Laura spoke at the meeting and said this contract is going towards IT updates. The GIS server is near its end of life so there will be a new one of those as well. All surrounding counties are switching to NG911. The total amount is \$18,100.00.

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

- I. *Professional Engineering Services proposal from the EADS group to perform COVID-19 HVAC upgrades at four Mifflin County Facilities in support of the Mifflin County CDBG program for a lump sum fee of \$3,100.00*

Chastity spoke and said this is a proposal from EADS Group. We are asking them to look at 4 facilities. The Yeagertown senior center, Lewistown senior center, Homeless shelter, and Lumina Center. We are asking them to come down with an HVAC engineer and look over the units and get them up to date. This will be paid for by the CDBG CB funds that is a part of the Cares Act Funds directly tied to the Coronavirus. The agreement now is \$3,100.00 and we will be paying for that with our CDBG CB Administrative Funds.

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

- J. *Change order from Glenn O. Hawbaker, Inc. for the CDBG Granville Run Road project to adjust quantities that were estimated – increase of \$5,173.12*

Mr. Marks spoke and said this project has been completed. We have a change order to adjust some of the quantities. 17.75 tons of 19 millimeter base at \$60.00 a ton, 16.22 tons of 9.5 millimeter base at \$74.00 a ton, .57 less tons of 2RC stones at \$26.00 a ton, and 51 feet of additional milling a \$10.00 a foot.

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

- K. *CDBG project, East Walnut Street extended, Derry Township bid results*

Doug said there was a glitch in the system which resulted in a mistake in the bidding documents on the morning of the bid. One bidder was not alerted of the glitch. After speaking to the Derry Township Solicitor and the County Solicitor they requested that all bids be rejected and re-bid.

Motion was made by Commissioner Postal to reject all bids. Commissioner Kodish seconded the motion. The motion was accepted to reject all bids.

- L. *Adult treatment Court Grant project modification report – changes in the budget and an extension to the end date of the grant*

Mr. Wolfkiel spoke at the meeting and said this is supposed to come to an end at the end of this month. There is some money left over so we are requesting an extension and making some changes to move the money over to cover salaries for the next 3 months. It is extended until December 31, 2021 and there is \$14,000 left over. Commissioner Kodish asked about the continuation of the adult treatment court grant and Nick said they are letting us resubmit that grant and we have one that is pending for ATC.

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

- M. *2022 holiday schedules for the prison, courthouse and 911 employees*

MIFFLIN COUNTY EMPLOYEES

2022

HOLIDAY SCHEDULE

Courthouse

New Year's Day

Friday December 31st, 2021

Martin Luther King Day

Monday January 17th

<i>President's Day</i>	<i>Monday February 21st</i>
<i>Good Friday</i>	<i>Friday April 15th</i>
<i>Memorial Day</i>	<i>Monday May 30th</i>
<i>Flag Day</i>	<i>Tuesday June 14th</i>
<i>Independence Day</i>	<i>Monday July 4th</i>
<i>Labor Day</i>	<i>Monday September 5th</i>
<i>Columbus Day</i>	<i>Monday October 10th</i>
<i>Veterans Day</i>	<i>Friday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 24th & 25th</i>
<i>Christmas</i>	<i>Friday & Monday December 23rd & 26th</i>

**MIFFLIN COUNTY EMPLOYEES
2022
HOLIDAY SCHEDULE
Prison**

<i>New Year's Day</i>	<i>Saturday January 1st</i>
<i>President's Day</i>	<i>Monday February 21st</i>
<i>Good Friday</i>	<i>Friday April 15th</i>
<i>Memorial Day</i>	<i>Monday May 30th</i>
<i>Independence Day</i>	<i>Monday July 4th</i>
<i>Labor Day</i>	<i>Monday September 5th</i>
<i>Veterans Day</i>	<i>Friday November 11th</i>
<i>Thanksgiving</i>	<i>Thursday & Friday November 24th & 25th</i>
<i>Christmas</i>	<i>Saturday & Sunday December 24th & 25th</i>

**MIFFLIN COUNTY EMPLOYEES
2022
HOLIDAY SCHEDULE
Telecommunicators**

<i>New Year's Day</i>	<i>Saturday January 1st</i>
<i>Martin Luther King Day</i>	<i>Monday January 17th</i>
<i>President's Day</i>	<i>Monday February 21st</i>
<i>Good Friday</i>	<i>Friday April 15th</i>

<i>Memorial Day</i>	<i>Monday May 30th</i>
<i>Flag Day</i>	<i>Tuesday June 14th</i>
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<i>Thanksgiving</i>	<i>Thursday & Friday November 24th & 25th</i>
<i>Christmas</i>	<i>Saturday & Sunday December 24th & 25th</i>

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

N. Personnel:

- Hiring of Tyler Daughenbaugh for part-time Corrections Officer effective September 20, 2021*
- Hiring of Nickea Vargas for Case Coordinator in the Court Office effective October 12, 2021*
- Promotion of Jennifer Sheaffer from Case Coordinator II to Case Coordinator effective October 12, 2021*
- Resignation of Mike Lamarca from Tipstaff in the Courts effective December 31, 2021*
- Hiring of James Bell for Tipstaff in the Courts effective September 7, 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 9:40 am.

Secretary

ATTEST:

Chief Clerk