

Lewistown, PA

March 29, 2018

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, March 29, 2018 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr.; Solicitor Steven Snook, BMZ Law; Chief Clerk Cathy Romig and Fiscal Affairs Assistant Angela Shuey.

Joe Cannon of The Sentinel/County Observer was the only representative present from the news media.

Guests present: First Deputy Treasurer Stephanie Neff; County Auditor Helen Kirk; Director of the Physical Plant Lonnie Griffith; Warden Josh Garver; Human Services Director Allison Fisher; Garren Wolfgang and Justin Jacobs, MCTV

The meeting was called to order at 9:00 a.m. by Chairman Kodish.

I. Invocation: *The Invocation was given by Chairman Kodish.*

II. Pledge of Allegiance: *The Pledge of Allegiance was said by all present.*

III. Approval of Minutes:

Motion was made by Commissioner Dunkle to accept the minutes of the Regular Meeting of March 15, 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #118404 to 118608 and EFTs # 23920-23936 in the amount of \$761,892.86

2. Payroll Account

Cks. #78196 to 78219 and Direct Deposit Advices #18368 to 18606 in the amount of \$443,454.64

3. CDBG Account

Ck. #1387 in the amount of \$126.86

4. CDBG Home Account

Ck. # 411 in the amount of \$9,937.50

5. Act 137 Account:

Ck. # 3005 in the amount of \$31.50

6. 911 Account

Cks. #51496 to 51501 and EFTs #20437 to 20443 in the amount of \$14,469.86

7. LEPC Account:

Ck. #1416 in the amount of \$135.00

8. Liquid Fuels Act 89 Account:

EFT #8066 in the amount of \$90.27

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

V. Treasurer's Report:

**TREASURER'S REPORT
03/14/2018-03/27/2018**

General Account Starting Balance	\$1,785,092.31
 DEBITS	
Deposits Receipts #90686-90870	2,071,889.29
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Interest	0.00
Voided Check	0.00
TOTAL DEBITS	\$2,071,889.29
 CREDITS	
Bills Paid CK #S 118404-118608, EFT'S # 23920-23936	761,892.86
Transfer to Payroll DD 18368-18606 & CKS 78196-78219	443,454.64
NSF CKS	741.11
Transfer to Capital Reserve	0.00
Transfer to Act 137	0.00
TOTAL CREDITS	\$1,206,088.61
 <u>Ending Balance (Interest @ 01.390% as of 03/27/2018)</u>	 <u>\$2,650,892.99</u>
 Liquid Fuels	
Invested at JV Bank @ 01.390% as of 03/27/2018	\$236,092.58
 Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 03/27/2018	\$201,459.96
 911 Telephone Account	
Invested at JV Bank @ 01.390% as of 03/27/2018	\$2,240,550.50
 LEPC	
Invested at JV Bank @ 01.390% as of 03/27/2018	\$23,591.91
 Capital Reserve Account	
Invested at JV Bank @ 01.61% as of 03/27/2018	1,935,468.93
 CERTIFICATE OF DEPOSIT	
Invested at FNB @ 1.75%	3,000,000.00
 Report Subject to Audit	

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

VI. Meetings and Events:

<i>Chairman Kodish:</i>	<i>Salary Board</i>
	<i>Probation Department Meeting</i>

*IS Information Systems
Regional Services Corporation Personnel Committee
Compass Community Connections Lip Sync Competition
Judge
Regional Services Corporation Board
Library Board
Mifflin County Solid Waste Authority
SEDA-COG Board*

*Commissioner Dunkle: Salary Board
Probation Department Meeting
IS Information Systems
Soil Conservation*

Commissioner Dunkle mentioned that the Dunkle Give Back Committee met this past week. Thirteen organizations have applied for funding including Mifflin County Kid Connection, Decatur Fire Company, Sacred Heart Safety Committee, Habitat for Humanity, Terrace Tigers Football and Cheer Organization, Allensville Volunteer Fire Company, The Beech Street Co-op, Friends of the Mount Union Community Library, District 14L, Zone 4 of the Lions Club International for the Beacon Lodge, Mifflin County 4H, Touring Friends Riding Club, Mifflin County Christian Academy and the Kishacoquillas Valley Historical Society. Awards and checks will be made and distributed on April 18, 2018. Commissioner Dunkle thanked the members of the Dunkle Give Back Selection Committee for all of their hard work during the selection process. He stated that he does not make the decision on who gets awarded funding. The Committee of seven individuals takes care of that. Those on the Committee are as follows: Chairperson, Tracy Reesman, Freda Hook, Kathy Pennebaker, Rosalee Smith, Paul Olbrich, Monte Kemmler and Anna Marie Yoder.

*Commissioner Postal: Salary Board
Probation Department Meeting
IS Information Systems
SEDA-COG Natural Gas Board
United Way Board of Directors
JVBDS Citizen's Advisory Board
MCIDC and Planning Office – Keystone Opportunities
Zone
Mifflin County Internet Advisory Committee
National Association of Counties conference call on omnibus spending bill
CCAP Spring Conference with the following topics discussed: Election equipment, hazard planning and future use of autonomous vehicles in PA and the use of social media. Mifflin County was cited as the 3rd best County in PA for the fewest number of Worker's Compensation claims. Juniata County was listed in first place.*

VII. Public Comment:

None to report.

VIII. New Business:

A. *Warden Garver – Mifflin County Correctional Facility Update*

Warden Garver stated that as of February 22, 2018, the Mifflin County Correctional Facility (MCCF) has been certified by the PA Department of Corrections. This certification is effective for two years. The certification signifies that the facility is in compliance with their policies and procedures, is maintaining proper documentation, is maintaining a clean facility and is up to date on maintenance of the building and equipment. This was the first year that the Annex building was inspected as well.

Chairman Kodish commended the Warden and all staff at the MCCF for their hard work in preparing for this inspection. Warden Garver agreed and said that the staff did a great job getting ready for the inspection.

B. *Request for exoneration of 2016 county real estate tax bill and relieve the Tax Collector from collecting these bills:*

- *Parcel No. 14,05-0107B-,000 located in Brown Township – parcel received the supplemental bills in error - \$715.81*

Motion was made by Commissioner Dunkle to approve the request for exoneration of 2016 county real estate tax bill. Commissioner Postal seconded the motion. The motion was unanimously approved.

C. *Request for exoneration of 2018 county portion per capita taxes:*

- *McVeytown Borough Tax Collector Brooke Knable – 4*
- *Armagh Township Tax Collector Linda Marks - 37*

Motion was made by Commissioner Postal to approve the request for exoneration of 2018 county portion per capita taxes. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

D. *Request for refund of a portion of the 2014 real estate taxes:*

- *Parcel No. 18,11-102 located in Menno Township – House removed from property in June 2014 – County portion \$121.50*

Motion was made by Commissioner Dunkle to approve the request for refund of a portion of the 2014 real estate taxes. Commissioner Postal seconded the motion. The motion was unanimously approved.

E. *Appointment of Barbara Frankhouser to the Mifflin County Human Services Development Fund Advisory Board*

Ms. Fisher mentioned that there is currently an opening on the Human Services Development Fund (HSDF) Board. These Advisory Board positions are mandated in the by-laws and require that different representative groups must occupy Board positions. This appointment comes as a recommendation from Regional Services Corporation as a representative from their advocacy group. There are currently 12 seats that make up the Advisory Board.

Motion was made by Commissioner Dunkle to approve the appointment of Barbara Frankhouser to the Mifflin County Human Services Development Fund Advisory Board. Commissioner Postal seconded the motion. The motion was unanimously approved.

F. *Generator Maintenance and Load Bank Test Agreement with G.R. Sponaugle, Harrisburg, PA for the period April 1, 2018 through March 31, 2021*

Mr. Griffith explained that this is a renewal for the next three years. It includes 911, the Mifflin County Correctional Facility and the Courthouse. This includes two inspections per year, routine maintenance and a load bank test. The load bank test is performed for the Correctional Facility and is required by the PA Department of Corrections. The first year figure is less than the subsequent two years because the load bank test for the first year was included in a separate contract.

Motion was made by Commissioner Postal to approve the Generator Maintenance and Load Bank Test Agreement. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- G. Engineering agreement with Nittany Engineering & Associates, Centre Hall, PA, to provide plans and contract documents for the Guss Road Bridge repair at an estimated cost of \$11,000.00 to \$14,000.00.*

Mr. Griffith mentioned that the Guss Road Bridge has been closed since a car accident caused damages there in January. This agreement will allow Nittany Engineers to provide plans and contract documents to repair the bridge as close to in-kind as possible.

Chairman Kodish clarified that this bridge is owned by the County, not the local municipality. He also commended Mr. Griffith for his efforts involved with the closing of the bridge in addition to all of the work he has done to get the bridge repair coordinated. Chairman Kodish also noted that we received insurance proceeds for the damages to the bridge.

Motion was made by Commissioner Postal to approve the engineering agreement with Nittany Engineering & Associates. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

H. Personnel:

- Resignation from part-time Corrections Officer Seth Berger effective March 16, 2018*
- Resignation from part-time Corrections Officer Mariah Fagan effective March 23, 2018*
- Retirement of Donald Howell from GIS Analyst effective August 31, 2018*
- Appointment of Nathan Beaver for an intern in the Sheriff's Office effective March 12, 2018*

Motion was made by Commissioner Dunkle to accept the above personnel items. Commissioner Postal seconded the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:20 a.m.

Secretary

ATTEST:

Chief Clerk