

Lewistown, PA

May 31, 2018

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, May 31, 2018 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr.; Solicitor Stephen 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: Treasurer Deb Civitts; County Auditor Helen Kirk; Public Safety Director Phil Lucas; Planning Director Bill Gomes; Abby Traxler and Lincoln Miller, MCTV*

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

**I. Invocation:** *The Invocation was given by Commissioner Dunkle.*

**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 May 17, 2018. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

**1. General Fund, Accounts Payable:**

*Cks. #119122 to 119450 and EFTs # 24113 - 24125 in the amount of \$684,664.87*

**2. Payroll Account:**

*Cks. #78281 to 78302 and Direct Deposit Advices #19330 to 19573 in the amount of \$416,739.99*

**3. CDBG Account:**

*Cks. #1393 to 1395 in the amount of \$76,004.36*

**4. CDBG Home Account:**

*Cks. #418 to 419 in the amount of \$12,306.19*

**5. 911 Account:**

*Cks. #51536 to 51538 and EFTs #20461 to 20463 in the amount of \$2,712.23*

**6. LEPC Account:**

*Cks. #1421 to 1425 in the amount of \$1,588.40*

**7. Liquid Fuels Act 89 Account:**

*EFT #8068 in the amount of \$75.04*

*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  
05/16/2018-05/30/2018**

<b>General Account</b> Starting Balance	<b>\$1,944,078.13</b>
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**DEBITS**

Deposits Receipts #91872-92025	491,395.60
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Transfer from Act 137	984.01
Voided Check	19.06
Interest	0.00
<b>TOTAL DEBITS</b>	<b>\$492,398.67</b>

**CREDITS**

Bills Paid CK # 119122-119450, EFT'S # 24113-24125	684,664.87
Transfer to Payroll CKS 78281-78302, DD 19330-19573	416,739.99
NSF CKS	0.00
Transfer to Act 137	9,539.71

<b>TOTAL CREDITS</b>	<b>\$1,110,944.57</b>
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Ending Balance (Interest @ 01.390% as of 05/30/2018)	<b>\$1,325,532.23</b>
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**Liquid Fuels**

Invested at JV Bank @ 01.390% as of 05/30/2018	\$235,045.59
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**Liquid Fuels - Act 89**

Invested at JV Bank @ 01.390% as of 05/30/2018	\$201,809.48
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**911 Telephone Account**

Invested at JV Bank @ 01.390% as of 05/30/2018	\$2,225,257.43
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**LEPC**

Invested at JV Bank @ 01.390% as of 05/30/2018	\$26,563.59
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**Capital Reserve Account**

Invested at JV Bank @ 01.94% as of 05/30/2018	10,668,780.90
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**CERTIFICATE OF DEPOSIT**

Invested at FNB @ 1.75%	3,000,000.00
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Report Subject to Audit

*Motion was made by Commissioner Dunkle 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 Kodish:*

- Board of Elections*
- Salary Board*
- Regional Services Board*
- Solid Waste Authority*
- SEDA-COG Board*
- Broadband Access Meeting*
- Belleville Memorial Day Parade*
- Meeting with Court Personnel to discuss eJury – selection of jurors through the internet*
- Repository Bid Opening*
- Post-Secondary Education Planning Meeting*

*Commissioner Dunkle:*

- Board of Elections*
- Salary Board*
- Tour of Historic Courthouse to discuss future maintenance*
- Belleville Memorial Day Parade*
- Retirement party for Tom Walker – Ag Extension*
- Meeting with Court Personnel to discuss eJury – selection of jurors through the internet*
- Repository Bid Opening*
- Exit Interview – Tax Services*
- Mifflin County Planning Commission*
- Post-Secondary Education Planning Meeting*

*Commissioner Postal:*

- Board of Elections*
- Salary Board*
- Tour of Historic Courthouse to discuss future maintenance*
- Belleville Memorial Day Parade*
- Meeting with Court Personnel to discuss eJury – selection of jurors through the internet*
- Repository Bid Opening*
- Exit Interview – Tax Services*
- Mifflin County Planning Commission*
- Post-Secondary Education Planning Meeting*
- Interviews for JVBDS Joinder Administrator position*
- Tour of Downtown Lewistown with PA DCED Secretary Dennis Davin*
- Mifflin-Juniata Human Services Advisory Committee*
- Broadband Access Meeting*
- Communities That Care Board Meeting*
- SEDA-COG Joint Rail Authority Special Meeting*
- Guss Road Bridge Bid Opening*

**VII. Public Comment:**

*Helen Kirk asked how people without internet access will participate in eJury. Commissioner Dunkle explained that they will be able to send a postcard back indicating*

*they don't have access to the internet. From there, the process will be handled in the traditional manner.*

## **VIII. New Business:**

### *A. Requests for exoneration of 2018 county portion per capita taxes:*

- *Juniata Terrace Borough Tax Collector Jeri Dukes – 2*
- *Granville Township Tax Collector Billi Weaver – 92*
- *Derry Township Tax Collector Bret Treaster - 134*
- *Lewistown Borough Tax Collector Erin Anewalt – 103*
- *Newton Hamilton Borough Tax Collector Melody Kane – 3*
- *Union Township Tax Collector Herb Zook - 30*

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

### *B. Request for refund of the 2018 County real estate taxes:*

- *Parcel No. 19,17-147 located in Oliver Township – structure on property was demolished in April - \$159.23*

*Motion was made by Commissioner Postal to approve the request for refund of the 2018 County real estate taxes. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

### *C. Offer for Parcel No. 17,21-0312--,000 located in Granville Township that is currently in repository for unsold properties - \$200.00*

*Motion was made by Commissioner Dunkle to approve the offer for Parcel No. 17,21-0312--,000 currently in repository for unsold properties - \$200.00. Commissioner Postal seconded the motion. The motion was unanimously approved.*

### *D. 2017/2018 Hazardous Materials Emergency Planning Grant (HMEP) for the period October 1, 2017 through September 30, 2019 - \$29,250.00*

*Mr. Lucas discussed that this is an annual grant from the Pennsylvania Emergency Management Agency to the Mifflin County Local Emergency Planning Committee (LEPC). The Funds are used to provide training to first responders and also to assist in planning for emergencies at facilities that house certain chemicals. The grant is actually for \$29,250. The funds that the State will provide total \$23,400 with the LEPC matching the original grant at \$5,850. The performance period is over two years.*

*Commissioner Postal mentioned that he noticed the performance period has already started for this grant.*

*Mr. Lucas added that we are almost a quarter of the way through the grant at this point. He also stated that we will be able to seek reimbursement for costs for that period. There was an exercise recently held at the Reedsville Fire Company. Transcare, which is a conglomerate of the National Railroad Association and companies, provided assistance in that training so we could support the local community to respond to railroad accidents.*

*Motion was made by Commissioner Postal to approve the 2017/2018 Hazardous Materials Emergency Planning Grant (HMEP). Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

*E. Project Modification for the Juvenile Treatment Court Grant to extend the deadline from June to September 2018*

*Chairman Kodish mentioned that this was a date adjustment.*

*Motion was made by Commissioner Dunkle to approve the project modification for the Juvenile Treatment Court Grant to extend the deadline from June to September 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.*

*F. Personnel:*

- *Promotion of Cortney Terry from Caseworker I to Caseworker II in the Children and Youth Office effective June 4, 2018*
- *Hiring of Probation Intern Caleb Smith effective June 4, 2018*
- *Resignation of Christopher Gerwick from Maintenance Laborer effective June 8, 2018*
- *Transfer of Ellen Ammon from Accounts Payable Clerk to Deeds/Per Capita Clerk effective July 2, 2018*
- *Hiring of Michael Baker for Director of Fiscal Affairs/Economic Development effective July 2, 2018*
- *Retirement of Louise Rickert from Paralegal in the District Attorney's Office effective June 1, 2018*

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

*Solicitor Snook added that he had the pleasure of working with Louise Rickert for many years in the District Attorney's office. He mentioned that a lot of times, the reason you are successful in life is because of the people you work with and she was a big part of that for him. He said Louise is one of the most dedicated and hardworking people he has ever met. She's very sharp and did a great job in the District Attorney's office even when there were many difficult cases that came her way.*

*Chairman Kodish echoed those comments and mentioned that Louise did a lot of work on behalf of Children & Youth as well. He wished Louise well in her retirement.*

**IX. Adjournment:**

*With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:15 a.m.*

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Secretary

ATTEST:

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Chief Clerk