

Lewistown, PA

September 6, 2018

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 6, 2018 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr.; Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey. Solicitor Stephen Snook, BMZ Law was absent from the meeting.*

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

*Guests present: County Treasurer Deb Civitts; County Auditor Helen Kirk; Planning Director William Gomes; Community Development Administrator/Assistant Director James Lettiere; Keith Stuckey, Valley View CEO; Josh Detwiler, Valley View Staff Development Coordinator; Janet Phillips, Valley View CNA; Ann Kanagy, Valley View Board Secretary; Steven Gibson and Max Oburn, 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 Postal to accept the minutes of the Regular Meeting of August 30, 2018. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

1. *General Fund, Accounts Payable:*

*Cks. #120556 to 120624 and EFTs # 24406 to 24407 in the amount of \$73,824.17*

2. *911 Account:*

*Cks. #51594 to 51597 and EFT #20495 in the amount of \$9,124.12*

3. *LEPC Account:*

*Ck. #1435 and EFT #101 in the amount of \$1,068.00*

4. *Liquid Fuels Account:*

*Cks. #1659 to 1660 in the amount of \$16,680.83*

*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**

**08/29/2018-09/04/2018**

<b>General Account</b> Starting Balance	<b>\$529,880.68</b>
<b>DEBITS</b>	
Deposits Receipts #93274 – 93338	263,354.24
Transfer from 911	0.00
Transfer from Capital Reserve	0.00

Voided Check	706.94
Interest	1,513.62
<b>TOTAL DEBITS</b>	<b>\$265,574.80</b>

**CREDITS**

Bills Paid CK # 120556-120624, EFT'S # 24406-24407	73,824.17
Transfer to Payroll	0.00
NSF CKS	0.00
Transfer to Act 137	0.00

<b>TOTAL CREDITS</b>	<b>\$73,824.17</b>
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Ending Balance (Interest @ 01.390% as of 09/04/2018)	<b>\$721,631.31</b>
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**Liquid Fuels**

Invested at JV Bank @ 01.390% as of 09/04/2018	\$260,388.17
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**Liquid Fuels - Act 89**

Invested at JV Bank @ 01.390% as of 09/04/2018	\$223,027.99
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**911 Telephone Account**

Invested at JV Bank @ 01.390% as of 09/04/2018	\$2,459,096.29
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**LEPC**

Invested at JV Bank @ 01.390% as of 09/04/2018	\$18,308.39
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**Local Use Fund**

Invested at JV Bank @ 01.390% as of 09/04/2018	78,252.45
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**Capital Reserve Account**

Invested at JV Bank @ 02.20% as of 09/04/2018	\$8,026,139.47
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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: Juniata River Valley Visitors Bureau Board  
County Budget Meetings  
Prison Board  
Court Security Meeting*

*Commissioner Dunkle: Mifflin-Juniata Human Services Quarterly Meeting  
Meeting with Senator Corman  
Prison Board  
Court Security Meeting  
County Budget Meetings*

*Commissioner Postal:*                      *Prison Board*  
*Court Security Meeting*  
*County Budget Meetings*  
*JVBDS Executive Committee Meeting*  
*JVBDS Advisory Board Meeting*

**VII. Public Comment:**

*None to report.*

**VIII. New Business:**

A. *Proclamation - 50<sup>th</sup> Anniversary of Valley View Haven*

**PROCLAMATION**

*WHEREAS, the year 2018 marks the 50<sup>th</sup> Anniversary of Valley View Haven, Belleville, PA; and*

*WHEREAS, On January 19, 1968, Valley View Rest Home began a ministry of care to the elderly of the community; and*

*WHEREAS, in 2018, Valley View remains committed to its founders' mission – “to provide facilities and programs to meet the needs of retired and elderly and/or infirm persons in a Christian environment” in Mifflin County and surrounding areas; and*

*WHEREAS, it is the mission of Valley View Haven to provide a continuum of quality residential and long-term care services in a manner demonstrating Christian love and compassion; and*

*WHEREAS, Valley View Haven is an important corporate citizen for Mifflin County and surrounding areas; and*

*WHEREAS, we applaud the commitment of Valley View Haven to the residents of Mifflin County and the surrounding counties; and*

*NOW, THEREFORE, we, the Mifflin County Commissioners join in congratulating Valley View Haven in celebrating its 50<sup>th</sup> Anniversary.*

*Duly proclaimed this 6<sup>th</sup> day of September, 2018*

*Motion was made by Commissioner Dunkle to approve the Proclamation. Commissioner Postal seconded the motion. The motion was unanimously approved.*

*Commissioner Dunkle commented that Valley View is a phenomenal institution that has met the needs of the Valley and far beyond. Valley View continues to provide quality healthcare to those in the community who are older. It provided care for various family members of his, including his mother. He deeply appreciates the services Valley View provides.*

B. *Rescind action taken on May 31 to exonerate Newton Hamilton Borough Tax Collector Melody Kane from collecting 2018 per capita tax bills as presented (3) – corrected total 2*

*Motion was made by Commissioner Dunkle to rescind action taken on May 31 to exonerate Newton Hamilton Borough Tax Collector Melody Kane from collecting 2018 per capita tax bills as presented (3) – corrected total 2. Commissioner Postal seconded the motion. The motion was unanimously approved.*

*C. Resolution No. 10 of 2018 Approving Budget Revisions to the FFY 2015 and FFY 2016 CDBG Program on Behalf of Lewistown Borough*

**RESOLUTION NUMBER 10 of 2018**

**RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC) ON BEHALF OF THE LEWISTOWN BOROUGH COUNCIL (LBC), APPROVING BUDGET REVISIONS TO THE FFY 2015 AND FFY2016 CDBG PROGRAM**

*WHEREAS, the LBC and the MCC on behalf of the LBC, funded the South Wayne Street reconstruction projects in FFY 2015, FFY 2016 and the Spring Street project in FFY 2017, in the amounts of \$36,724.00, \$48,630.00, and \$85,170.00 respectively; the projects have been bid and the bid was awarded by the MCC on Thursday, August 30, 2018;*

*WHEREAS, the low bid in the amount of \$163,361.64 for South Wayne and Spring Streets was over project budgeted funds, in the amount of \$6,571.54 and additional funds are necessary to fully fund these projects;*

*WHEREAS, the LBC is desirous of decreasing the 2015 ADA ramps with truncated domes project in the amount of \$19,188.93 and increasing the South Wayne Street reconstruction project in the amount of \$19,188.93.*

*WHEREAS, the LBC is desirous of decreasing the 2016 South Wayne Street project in the amount of \$23,809.55 and adding and funding the 2016 Spring Street project in the amount of \$23,809.55;*

*WHEREAS, the MCC on behalf of the LBC adopted Resolution 10-2018 at their **September 6, 2018** public meeting, approving aforementioned budget revisions and authorized the Mifflin County Planning and Development Department to submit said budget revision documentation to the PA-DCED for review and approval,*

*WHEREAS, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to revise the Lewistown's Borough's 2015 and 2016 program funding budgets, so as to complete the following actions:*

- 1. Decrease the FFY 2015 ADA ramps with truncated domes project in the amount of \$19,188.93.*
- 2. Increase the FFY 2015 South Wayne Street project in the amount of \$19,188.93;*
- 3. Decrease the FFY 2016 South Wayne Street project in the amount of \$23,809.55*
- 4. Add the FFY 2016 Spring Street project and fund it in the amount of \$23,809.55.*

**NOW, THEREFORE, BE IT RESOLVED**, by the MCC on behalf of the LBC as follows:

- 1. That the program revisions affecting the Borough's 2015 and 2016 program budgets are approved through the adoption of this Resolution.*
- 2. That the Mifflin County Planning and Development Department is authorized to complete and submit said revision requests and required documentation to the (PA- DCED) for review and approval.*

*Mr. Lettiere read over Resolution No. 10 detailing the requested budget changes. He explained that this project was on the fast track because Lewistown Borough would like to have it completed by the end of the year.*

*Motion was made by Commissioner Postal to approve Resolution No. 10 of 2018 Approving Budget Revisions to the FFY 2015 and FFY 2016 CDBG Program on Behalf of Lewistown Borough. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

*D. Resolution No. 11 of 2018 Approving Budget Revisions to the FFY 2015 CDBG Program*

**RESOLUTION NUMBER 11 of 2018**

**RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC) APPROVING BUDGET REVISIONS TO THE FFY 2015 CDBG PROGRAM**

**WHEREAS**, the MCC, funded the West Wayne Township Sewer reconstruction project in FFY 2016, in the amount of \$105,600.00 and the project has been bid and the low bid was provided by HRI, Inc. of State College, PA in the amount of \$149,425.00 and the award was approved by the MCC at their August 30, 2018 public meeting;

**WHEREAS**, the low bid in the amount of \$149,425.00 exceeds the allocated project budgeted funds leaving a deficit in the amount of \$59,425.00 and additional funds are necessary to fully fund the project;

**WHEREAS**, on August 23, 2018, the **West Wayne Township Sewer Authority** has committed funds in the amount of \$14,000.00 towards the deficit, leaving a deficit balance of \$45,425.00; there are available project funds in the amount of \$67,926.00 in FFY 2015 County-wide, single-family, housing rehabilitation project to cover this shortfall;

**WHEREAS**, the MCC is desirous of decreasing the FFY 2015 County-wide, single-family, housing rehabilitation project, in the amount of \$45,425.00 and adding \$45,425.00 in project funds in FFY 2015 towards the West Wayne Township Sewer reconstruction project, to fully fund the project, leaving a new project balance in the amount of \$22,501.00 in FFY 2015 for the County-wide, single-family, housing rehabilitation project;

**WHEREAS**, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to revise Mifflin County's 2015 program budget, so as to complete the following actions:

1. Decrease the FFY 2015 County-wide, single-family, housing rehabilitation project, in the amount of \$45,425.00 leaving a balance of \$22,501.00 for project and delivery costs.
2. Increase the FFY 2015 West Wayne Township Sewer reconstruction project in the amount of \$45,425.00 totaling \$45,425.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the MCC:

1. That the program revisions affecting the County's FFY 2015 budget are approved through the adoption of this Resolution.
2. That the Mifflin County Planning and Development Department is authorized to complete and submit said revision requests and required documentation to the (PA- DCED) for review and approval.

Mr. Lettiere read over Resolution No. 11 detailing the requested budget revisions. This project will likely be finished by the end of the year.

Mr. Postal asked if funds are sitting in the single-family, housing rehabilitation project because there isn't a demand for said funding.

Mr. Lettiere explained that almost every year through their allocation of CDBG funds, they fund the single-family housing rehabilitation project as a safeguard for additional money. There is a demand for this funding, but there is also additional funding available in the Home program that needs to be expended by the end of July 2019. He feels that there is ample funding in the single-family housing rehabilitation program through other fiscal years that moving this money around will not cause any adverse effects on the program.

Motion was made by Commissioner Postal to approve Resolution No. 11 of 2018 Approving Budget Revisions to the FFY 2015 CDBG Program. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- E. Resolution No. 12 of 2018 authorizing William Gomes to execute all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program

**DESIGNATION OF AGENT**

**RESOLUTION 12 of 2018**

**BE IT RESOLVED** Mifflin County Commissioners **OF** County of Mifflin  
(Governing Body) (Public Entity)

**THAT** William A. Gomes, AICP, Director  
(Name) (Title)

*is hereby authorized to execute for and in behalf of*

County of Mifflin \_\_\_\_\_,

*a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program (HMGP) under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).*

*Mr. Gomes began by saying that the Pennsylvania Emergency Management Agency (PEMA) has requested that we update our Hazard Mitigation Plan. This Plan is updated about every five years. The Director of Public Safety, Phil Lucas has submitted a Grant application to fund said plan. Paperwork needs to be completed in order to expedite the Grant funding. The total amount of the Grant is \$40,000.00 and will be matched with \$7,500 cash and \$2,500 in-kind services. As part of the process, PEMA requested the designation of an agent to administer the Grant and be responsible for all project activities. Mr. Gomes has been chosen to be the administrator of the Grant, as in years past. If the Hazard Mitigation Plan isn't updated and subsequently adopted by the municipalities, the municipalities may have a difficult time receiving funding when an emergency occurs.*

*Motion was made by Commissioner Dunkle to approve Resolution No. 12 of 2018 authorizing William Gomes to execute all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program. Commissioner Postal seconded the motion. The motion was unanimously approved.*

**F. Personnel:**

- *Resignation of Laura Shope from Human Services effective September 8, 2018*
- *Hiring of Kyle Kenepf for part-time corrections officer effective September 9, 2018*

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

**Adjournment:**

*With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:19 a.m.*

\_\_\_\_\_  
Secretary

**ATTEST:**

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Chief Clerk