

Lewistown, PA

September 20, 2018

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 20, 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 Assistant Chief Clerk Angela Shuey.

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

Guests present: County Treasurer Deb Civitts; Auditor Helen Kirk; Children and Youth Administrator Dana Bubb; Grant Writer Lisa Stalnaker; Director of Human Services Allison Fisher; Director of Voter Registration and Elections Zane Swanger; Max Oburn and Steven Gibson, 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.*

Chairman Kodish drew attention to the wooden name plates before the Commissioners today. They were given to the Commissioners last year by the late Carl Harpster. Mr. Harpster was a dedicated husband, father, teacher and friend who recently lost his 12-year battle with cancer. Mr. Harpster founded the local chapter of Technology Students of America (TSA) that saw local students win national TSA competitions on several different occasions. Mr. Harpster cared very much for his students and was not just a teacher, but a mentor in life as well. The Commissioners appreciate his gesture of presenting them with home-made name plates as a thank-you for what they do. They thanked him for all he has done for our community. He didn't want any publicity for making the name plates, but the Commissioners wanted others to know another example of what a great person Mr. Harpster was.

III. Approval of Minutes:

Motion was made by Commissioner Dunkle to accept the minutes of the Regular Meeting of September 6, 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #120625 to 120786 and EFTs # 24408 to 24479 in the amount of \$471,210.61

2. *Payroll Account:*

Cks. #78438 to 78452 and Direct Deposit Advices #21232 to 21469 in the amount of \$364,368.13

3. *CDBG Account:*

Cks. #1420 to 1422 in the amount of \$13,703.56

4. *Act 137 Account:*

Cks. #3015 to 3016 in the amount of \$515.74

5. *911 Account:*

Cks. #51598 to 51605 and EFTs #20496 to 20505 in the amount of \$11,883.93 – voided EFTs #20501 and 20502

6. *LEPC Account:*

Ck. #1436 in the amount of \$134.81

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
09/05/2018-09/18/2018**

| | |
|---|----------------------------|
| General Account Starting Balance | \$721,631.31 |
| DEBITS | |
| Deposits Receipts #93340 – 93573 | 702,337.86 |
| Transfer from 911 | 0.00 |
| Transfer from Capital Reserve | 0.00 |
| Transfer from LEPC | 313.28 |
| Voided Check | 18.64 |
| Interest | 0.00 |
| TOTAL DEBITS | \$702,669.78 |
| CREDITS | |
| Bills Paid CK # 120625-120786, EFT'S # 24408-24479 | 471,210.61 |
| Transfer to Payroll CKS 78438-78452, DD 21232-21469 | 364,368.13 |
| NSF CKS | 0.00 |
| TOTAL CREDITS | \$835,578.74 |
| <u>Ending Balance (Interest @ 01.390% as of 09/18/2018)</u> | <u>\$588,722.35</u> |
| Liquid Fuels | |
| Invested at JV Bank @ 01.390% as of 09/18/2018 | \$260,388.17 |
| Liquid Fuels - Act 89 | |
| Invested at JV Bank @ 01.390% as of 09/18/2018 | \$223,027.99 |
| 911 Telephone Account | |
| Invested at JV Bank @ 01.390% as of 09/18/2018 | \$2,451,372.16 |
| LEPC | |
| Invested at JV Bank @ 01.390% as of 09/18/2018 | \$17,860.30 |
| Local Use Fund | |
| Invested at JV Bank @ 01.390% as of 09/18/2018 | 78,252.45 |
| Capital Reserve Account | |
| Invested at JV Bank @ 02.20% as of 09/18/2018 | \$8,057,489.43 |
| 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:

Chairman Kodish:

*Budget Meetings
Retirement Board
Department Head Meeting
AAA Board
Operation Fairness Meeting
JVBDS Joinder Board
Success Together Meeting
CCAP Deferred Compensation Committee
Regional Services Corporation Board
Library Board
Airport Authority Picnic
Solid Waste Authority Board
Downtown Lewistown, Inc. Board
Mifflin County Internet Advisory Committee*

Commissioner Dunkle:

*Budget Meetings
Retirement Board
Department Head Meeting
Local Elected Officials (LEO) Central PA Meeting
Conservation Board
Central Counties Youth Detention Board Meeting
Airport Authority Picnic
JVBDS Joinder Board
Success Together Meeting*

Commissioner Postal:

*Budget Meetings
Retirement Board Meeting
Department Head Meeting
Prison Board
Success Together Meeting
Democratic Women's Club question and answer session for elections
Tour of new Primary Health Network building
Airport Authority Picnic
Downtown Lewistown, Inc. Board
Mifflin County Internet Advisor Committee*

VII. Public Comment:

Zane Swanger, Director of Voter Registration and Elections mentioned that the Brown Township Precinct split process has a confirmed hearing date of September 27, 2018 at 9:30 a.m. in Courtroom 2 on the third floor of the Courthouse. This is a public hearing to discuss splitting Brown Township into two precincts. This split is expected to take place before the November 2018 election.

Commissioner Dunkle commended Mr. Swanger on his extensive work in getting this coordinated.

VIII. New Business:

A. Request for refund of the 2017 Supplemental County real estate taxes:

- *Parcel No. 21,09-119B located in Wayne Township – tax bill was issued in error - \$635.04*

Motion was made by Commissioner Postal to approve the request for refund of the 2017 Supplemental County real estate taxes. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

B. Appointment of Alan Metzler, Reedsville, PA, to fill an unexpired term on the Airport Authority – Term expires December 31, 2018

Motion was made by Commissioner Dunkle to approve the appointment of Alan Metzler, Reedsville, PA, to fill an unexpired term on the Airport Authority – Term expires December 31, 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.

Commissioner Dunkle commented that this position was vacated by David Suloff whose term would have expired at the end of this year. Commissioner Dunkle thanked Mr. Suloff for his commitment to the Airport Authority. He was a great board member who contributed a great deal.

C. Purchase of Service Agreement for use, if needed, by Children and Youth:

- *Erin Miller, McVeytown, PA*

This agenda item was skipped.

D. Settlement Agreement and Mutual Limited Release with Avanco International, Inc., Fairfax, VA

Solicitor Snook mentioned that the allocations for this agreement were determined by the number of people involved in the data breach. This was something that was already assessed against Mifflin County. CCAP (County Commissioners Association of Pennsylvania) came up with a pro-rata assessment that initially paid to have the breach repaired. This is the settlement of the claim brought by CCAP on our behalf against Avanco, who was ultimately responsible for the breach. Avanco will pay us a determined amount assuming the agreement has been approved.

Motion was made by Commissioner Postal to approve the settlement agreement and mutual limited release with Avanco International. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

E. Medical Assistance Transportation Program (MATP) addendum

Ms. Fisher mentioned that this contract was signed months ago. The new person who took over this program at the State level wanted to have the rate stated in our contract. The addition of the rate is the reason for the addendum.

Motion was made by Commissioner Dunkle to approve the Medical Assistance Transportation Program (MATP) addendum. Commissioner Postal seconded the motion. The motion was unanimously approved.

F. The Emergency Food Assistance Program (TEFAP) Agreements:

- *Calvary Bible Church*
- *Salvation Army*

Ms. Fisher discussed that this is a delivery agreement because there is no contract amount. TEFAP provides a reimbursement per pound at a rate determined by the State. The rate is not known in advance. This contract allows us to work with these two pantries to get the food delivered. These pantries are staffed by volunteers and they set the distribution dates.

Motion was made by Commissioner Dunkle to approve The Emergency Food Assistance Program (TEFAP) Agreements. Commissioner Postal seconded the motion. The motion was unanimously approved.

G. Application for County Aid – 2018 Liquid Fuels Allocation

- *Wayne Township - \$5,052.79*
- *Brown Township - \$5,029.07*

Motion was made by Commissioner Dunkle to approve the applications for County Aid – 2018 Liquid Fuels Allocation. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. RASA/VOJO (Rights and Services Act/Victims of Juvenile Offenders) Grant Application for the period January 1, 2019 through December 31, 2020 - \$123,440.00

Ms. Stalnaker stated that this grant benefits the Crime Victim Services Office. The grant goes through the District Attorney's office and allows the County to provide crime victims with services such as procedural services, accompaniment to court hearings, notification of the status of cases and upcoming hearings and referrals to other human services/social services in the area. Mifflin County was awarded additional funding this year through the VOJO part of the grant. These two grants, RASA and VOJO were separate at one time, but several years ago they were combined. This has provided us with an additional \$39,000 allocated over the course of two years. This will benefit the crime victims in our community.

Commissioner Dunkle thanked Ms. Stalnaker for her hard work.

Motion was made by Commissioner Dunkle to approve the RASA/VOJO Grant Application for the period January 1, 2019 through December 31, 2020 - \$123,440.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

I. Personnel:

- *Promotion of Erika Rowland from Eligibility Clerk to Intake Caseworker in the Children and Youth Department effective September 24, 2018*
- *Promotion of Scott Durst from part-time Corrections Officer to full-time Corrections Officer effective September 9, 2018*
- *Resignation of Law Clerk Patrick Gregorits effective September 28, 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 9:16 a.m.

Secretary

ATTEST:

Chief Clerk