

Lewistown, PA

October 4, 2018

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, October 4, 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.

Meredith Peachey of The Sentinel/County Observer was the only representative present from the news media.

Guests present: First Deputy Treasurer Stephanie Neff; Children and Youth Administrator Dana Bubb; Grant Writer Lisa Stalnaker; Director of Planning Bill Gomes; Warden Josh Garver; MIS Director Nate Smitchko; Planning Office Manager Chastity Fultz; Dan Potutschnig, Administrative Director of The Academy; Mike McMonigal, Supervisor of Adult Education at The Academy; 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 Commissioner Postal.*

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 20, 2018. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #120787 to 120977 and EFTs # 24480 to 24496 in the amount of \$779,729.50

2. *Payroll Account:*

Cks. #78453 to 78473 and Direct Deposit Advices #21470 to 21711 in the amount of \$457,316.22

3. *CDBG Account:*

Cks. #1423 to 1425 in the amount of \$90,960.19

4. *CDBG Home Account:*

Cks. #426 to 427 in the amount of \$12,894.22

5. *Act 137 Account:*

Cks. #3017 in the amount of \$1,945.63

6. *911 Account:*

Cks. #51606 to 51611 and EFTs #20506 to 20507 in the amount of \$3,815.62

7. *Liquid Fuels Account:*

Ck. #1661 in the amount of \$392.97

8. *Liquid Fuels Act 89 Account:*

EFT #8072 in the amount of \$62.73

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
09/19/2018-10/02/2018

General Account Starting Balance	\$588,722.35
DEBITS	
Deposits Receipts #93340 – 93573	339,607.20
Transfer from 911	0.00
Transfer from Capital Reserve	1,000,000.00
Transfer from Act 137	0.00
Voided Check	3,014.49
Interest	1,364.49
TOTAL DEBITS	\$1,343,986.18
CREDITS	
Bills Paid CK # 120787-120977, EFT'S # 24480-24496	779,729.50
Transfer to Payroll CKS 78453-78473, DD 21470-21711	457,316.22
NSF CKS	669.60
TOTAL CREDITS	\$1,237,715.32
Ending Balance (Interest @ 01.390% as of 10/02/2018)	\$694,993.21
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 10/02/2018	\$260,303.26
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 10/02/2018	\$223,223.59
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 10/02/2018	\$2,451,921.44
LEPC	
Invested at JV Bank @ 01.390% as of 10/02/2018	\$17,881.64
Local Use Fund	
Invested at JV Bank @ 01.390% as of 10/02/2018	78,343.09
Capital Reserve Account	
Invested at JV Bank @ 02.38% as of 10/02/2018	\$7,085,685.77
CERTIFICATE OF DEPOSIT	
Invested at FNB @ 1.75%	3,000,000.00
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: *Salary Board*
Budget Meetings
SEDA COG Board
Board of Elections – Brown Township Hearing
Planning Commission
Prison Board

Commissioner Dunkle: *Budget Meetings*
Big Valley Thrift and Gift Groundbreaking
Planning Commission
Prison Board
Board of Elections – Brown Township Hearing

Commissioner Postal: *Budget Meetings*
Prison Board
Board of Elections – Brown Township Hearing
SEDA-COG Natural Gas Board
JVBDS Citizen’s Advisory Committee Meeting
JVBDS Executive Committee Meeting

VII. Public Comment:

None to report.

VIII. New Business:

A. *Proclamation honoring the Mifflin County Academy of Science and Technology’s 50th Anniversary*

"Mifflin County Academy of Science and Technology Fiftieth Anniversary"

Whereas, *the Mifflin County Academy of Science and Technology is celebrating 50 years of excellence as a career and technical school for Mifflin and Juniata Counties; and*

Whereas, *on October 28th, 1964 the Juniata and Mifflin County Boards of School Directors established the Juniata-Mifflin Area Vocational Technical School which was to be operated for the benefit of secondary school pupils, out-of-school youth, adults and groups in Juniata and Mifflin Counties who are residents of the participating districts; and*

Whereas *after being approved by the Commonwealth of Pennsylvania in 1968, the Juniata-Mifflin Area Vocational Technical School opened on September 4, 1968 in Lewistown at 700 Pitt Street; and*

Whereas, *students of Mifflin and Juniata Counties were offered 17 different vocational classes in business, agricultural, mechanical, manufacturing, and service industries; and*

Whereas, *in 2003 the Juniata-Mifflin Area Vocational Technical School was renamed the Mifflin-Juniata Career and Technology Center; and*

Whereas, *in 2014 the Mifflin-Juniata Career and Technology Center was renamed the Mifflin County Academy of Science and Technology; and*

Whereas, *The Mifflin County Academy of Science and Technology has continually adapted to the needs of its students and the employers of Mifflin and Juniata Counties by offering career and technical education programming for both secondary and adult students; and*

Whereas, *The Mifflin County Academy of Science and Technology extends an invitation to everyone to join the students and staff and partake in the activities that have been planned in celebration of the 50 year anniversary of the Mifflin County Academy of Science and Technology; and*

Now, therefore, *be it resolved that the Mifflin County Board of Commissioners hereby proclaim October 24th 2018, as the Mifflin County Academy of Science and Technology's 50th Anniversary Homecoming and congratulate staff, students, and alumni on 50 years of excellence in education.*

Mr. Potutschnig thanked the Commissioners for honoring the Academy's 50th anniversary with a proclamation. They are very proud of the last 50 years at their location. Many careers began while students attended The Academy during their high school years. The name of the school has changed several times over the years, but Mr. Potutschnig believes the best days are ahead for The Academy. There has been a lot of evidence lately of student achievement in the programs offered. There is a great deal of vision within the school in the area of adult education. With that, there will be a 50th anniversary celebration planned for October 24, 2018. Mr. McMonigal shared some of the events planned for that evening and invited the community to come and join in the celebration. He also thanked several corporate sponsors who have generously given to this event.

At the request of Commissioner Dunkle, Mr. Potutschnig explained why Juniata County is no longer included in the name of The Academy. He stated that several years ago, Mifflin County School District chose not to renew an agreement with Juniata County School District and therefore they were dropped from the name of the school. Juniata County students are still enrolled in the facility, but it is controlled solely by Mifflin County School District and governed by the Academy Board.

Motion was made by Commissioner Dunkle to adopt the proclamation honoring the Mifflin County Academy of Science and Technology's 50th Anniversary. Commissioner Postal seconded the motion. The motion was unanimously approved.

B. Request for refund of a portion of the 2011 through 2017 County real estate taxes:

- *Parcel No. 19,11-117B located in Oliver Township – acreage error - \$275.62*

Motion was made by Commissioner Dunkle to approve the request for refund of the 2011 through 2017 County real estate taxes. Commissioner Postal seconded the motion. The motion was unanimously approved.

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

- *The Pumpkin Vine Child Visitation Center, LLC, Newport, PA*
- *Bethanna, Inc., Southampton, PA*
- *Courtney Bernardini, Lewistown, PA*

Ms. Bubb gave a brief overview of each provider and the services they offer.

Motion was made by Commissioner Postal to approve the Purchase of Service Agreements. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- D. Resolution No. 13 of 2018 authorizing the execution of an agreement with the Pennsylvania Department of Transportation for acceptance of the funds for the Reedsville Streetscape Project - \$834,610.00*

RESOLUTION NO. 2018-13

OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS

AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR ACCEPTANCE OF THE FUNDS FOR THE REEDSVILLE STREETScape PROJECT.

WHEREAS, Mifflin County has plans to construct the Reedsville Streetscape Project,

WHEREAS, Mifflin County has been awarded \$834,610.00 in federal Transportation Alternatives Set-Aside funding under the Pennsylvania Department of Transportation for assistance with the construction and construction inspection of said improvements,

NOW, THEREFORE, BE IT RESOLVED, that Mifflin County hereby approves the acceptance of the Transportation Alternatives Set-Aside funding, and

BE IT FURTHER RESOLVED, that the Mifflin County Commissioners do hereby authorize the Chairman of the Mifflin County Commissioners to sign, on behalf of the Mifflin County Commissioners, the federal aid Reimbursement Agreement between Mifflin County and the Pennsylvania Department of Transportation and have the same delivered to the Commonwealth of Pennsylvania.

RESOLVED THIS 4th day of October, 2018.

Mr. Gomes stated that several months ago, Mifflin County was awarded this streetscape project for the benefit of the Reedsville area. Part of the process requires an acceptance of the funds as well as authorization for a reimbursement agreement. This Resolution authorizes the Chairman to sign said agreements.

Motion was made by Commissioner Dunkle to approve Resolution No. 13 of 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.

- E. Application for County Aid – 2018 Liquid Fuels Allocation*

- Oliver Township - \$3,317.67*

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

- F. Agreement with Encartele, LaVista, NE, to provide all equipment necessary to provide inmate phone services at the Mifflin County Correctional Facility*

Warden Garver explained that this is an upgrade to the current phone system. They've had the current system since the 1990's.

Motion was made by Commissioner Postal to approve the agreement with Encartele, LaVista, NE. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- G. Master Purchase, License and Services Agreement with Jail Tracker*

Warden Garver stated that this is an upgrade to the jail house management system that has been in place since the 1990's. This will allow the jail to maintain history and other associated records. This is at no cost to the County.

Motion was made by Commissioner Dunkle to approve the Master Purchase, License and Service Agreement with Jail Tracker. Commissioner Postal seconded the motion. The motion was unanimously approved.

- H. Proposal from William Hoak, Radiation Safety Consultant, to provide radiation safety support to the body scanner installation at the Mifflin County Correctional Facility for a fee of \$1,200.00

Warden Garver explained that this is for the body scanner that will be installed at the Prison. This consultant will ensure that the scanner installation complies with the Federal safety regulations. Mr. Hoak will provide the initial inspection and will train two Correctional Facility staff members to perform the inspections annually. This body scanner will allow the identification of any contraband that isn't visible on a visual search of an inmate.

Motion was made by Commissioner Postal to approve the proposal from William Hoak to provide radiation safety support to the body scanner installation at the Mifflin County Correctional Facility. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- I. Contract Addendum with Oasis Management System for inmate commissary

Warden Garver stated this is the commissary contract for an upgrade to go paperless. This will involve the installation of a scanner in each block. The inmates will be able to access the Law Library, input requests and order from the commissary using said scanner. It will be a savings to the County and will shorten the response time for requests. This service will be installed at no cost to the County.

Motion was made by Commissioner Dunkle to approve the contract addendum with Oasis Management System for inmate commissary. Commissioner Postal seconded the motion. The motion was unanimously approved.

- J. Accept yearly certification report for the Human Services Development Fund for the fiscal year 2017/2018

Ms. Stalnaker requested acceptance of the Human Services Development Fund certification report for fiscal year 2017/2018 on behalf of Allison Fisher.

Commissioner Postal asked that this report be made available to the general public on our website.

Motion was made by Commissioner Postal to accept yearly certification report for the Human Services Development Fund for fiscal year 2017/2018. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- K. Agreement to provide grant administrative services to Brown Township for the year 2019 at the amount not to exceed \$2,000.00

Mr. Gomes stated that Brown Township has entered into an agreement with Mifflin County to provide management services for the Streetscape Project Grant discussed in Item D. This agreement will provide compensation for administrative services.

Motion was made by Commissioner Dunkle to approve the agreement to provide grant administrative services to Brown Township for the year 2019, not to exceed \$2,000.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

- L. *Agreement to provide planning services to Derry Township for the year 2019 in the amount of \$1,500.00*

Mr. Gomes mentioned that for the past 16 years, Mifflin County has had an agreement with Derry Township to provide planning services. This is a continuation of that agreement.

Motion was made by Commissioner Postal to approve the agreement to provide planning services to Derry Township for the year 2019 in the amount of \$1,500.00. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

M. Personnel:

- *Promotion of Christine Pauly from Caseworker I to CPS Intake Supervisor in the Children and Youth Department effective October 8, 2018*
- *Transfer of Jill Conner from Tax Services Clerk to Eligibility Clerk in the Children and Youth Department effective October 4, 2018*
- *Resignation of part-time corrections officer Kyle Marker effective September 14, 2018*
- *Resignation of part-time corrections officer Kolbi Aumiller effective September 15, 2018*
- *Hiring of Katherine Ray and Dillon Harlon for Caseworkers in the Children and Youth Department effective October 4, 2018*
- *Hiring of Rachel Pastiloff for Caseworker in the Children and Youth Department effective October 9, 2018*
- *Resignation of Courtney Bernardini from Children and Youth Caseworker effective October 12, 2018*

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

Chairman Kodish then drew attention to the Keystone Scholars program. He mentioned that it was initiated by the State Treasurer's office. It's a program where anyone that has a baby here in Mifflin County can sign up for a \$100 investment to be made on their child's behalf for future educational needs. He encouraged all new parents to sign their child up for this program as it's a great way to plan for future education.

Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:30 a.m.

Secretary

ATTEST:

Chief Clerk