

Lewistown, PA

November 1, 2018

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, November 1, 2018 at 9:00 a.m. In attendance were Commissioners Kevin Kodish and Robert Postal, Jr.; Solicitor Stephen Snook, BMZ Law; Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey. Commissioner Dunkle was absent.

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

Guests present: Treasurer Deb Civitts; Community Development Administrator/Assistant Director James Lettiere; Register & Recorder Barb Stringer; Director of Human Services Allison Fisher; County Auditor Helen Kirk; Physical Plant Director Lonnie Griffith; GIS Department Director Laura Simonetti; Children and Youth Administrator Dana Bubb; Register & Recorder Solicitor Dan Searer, Esquire,; 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 stepped from Chair to second all motions since Commissioner Dunkle is absent from the meeting today.

III. Approval of Minutes:

Motion was made by Commissioner Postal to accept the minutes of the Regular Meeting of October 18, 2018. Chairman Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #121129 to 121308 and EFTs # 24573 to 24589 in the amount of \$1,385,473.09

2. *Payroll Account:*

Cks. #78490 to 78508, Direct Deposit Advices #21948 to 22182 in the amount of \$401,721.60

3. *CDBG Account:*

Cks. #1427 to 1429 in the amount of \$3,533.89

4. *Act 137 Account:*

Cks. #3018 to 3019 in the amount of \$1,275.00

5. *911 Account:*

Cks. #51624 to 51627 and EFTs #20512 to 20518 in the amount of \$10,105.58

6. *Liquid Fuels Account:*

Ck. #1662 in the amount of \$10,105.58

7. *Liquid Fuels Act 89 Account:*

EFT # 8073 in the amount of \$74.94

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

V. Treasurer's Report:

**TREASURER'S REPORT
10/17/2018-10/30/2018**

General Account Starting Balance	\$312,435.52
DEBITS	
Deposits Receipts #94016 – 94128	715,890.81
Transfer from 911	0.00
Transfer from Capital Reserve	1,000,000.00
Transfer from LEPC	0.00
Voided Check	0.00
Interest	0.00
TOTAL DEBITS	\$1,715,890.81
CREDITS	
Bills Paid CK # 121129-121308, EFT'S # 24573-24588	1,385,473.09
Transfer to Payroll CKS 78490-78508, DD 21948-22182	401,721.60
NSF CKS	0.00
TOTAL CREDITS	\$1,787,194.69
<u>Ending Balance (Interest @ 01.390% as of 10/30/2018)</u>	<u>\$241,131.64</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 10/30/2018	\$250,197.68
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 10/30/2018	\$223,148.65
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 10/30/2018	\$2,423,653.34
LEPC	
Invested at JV Bank @ 01.390% as of 10/30/2018	\$17,277.59
Local Use Fund	
Invested at JV Bank @ 01.390% as of 10/30/2018	78,343.09
Capital Reserve Account	
Invested at JV Bank @ 02.38% as of 10/30/2018	\$6,141,465.47
CERTIFICATE OF DEPOSIT	
Invested at FNB @ 2.55%	3,054,389.22
Report Subject to Audit	

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

VI. Meetings and Events:

Chairman Kodish:

- PIMCC Board*
- Chamber of Commerce Board*
- Solid Waste Authority Board*
- SEDA-COG Board*
- Academy Awards – 50th Anniversary Celebration*
- Budget Meetings*
- Township Supervisors Fall Meeting*
- JVBDS Joinder Board*
- New Lancaster Valley Tower Visit*

Commissioner Dunkle:

- Mifflin County Academy General Advisory Committee*
- Academy Awards – 50th Anniversary Celebration*
- Budget Meetings*
- Township Supervisors Fall Meeting*
- Mifflin County Planning Commission*
- JVBDS Joinder Board*
- New Lancaster Valley Tower Visit*

Commissioner Postal:

- Geisinger-Lewistown Hospital Luncheon – Strategic Plan*
- Mifflin County Academy General Advisory Committee*
- SEDA-COG Natural Gas Board Meeting*
- Calvary Bible Church Food Distribution*
- Re-entry Interviews*
- Chamber of Commerce Board*
- Internet Advisory Committee*
- Housing Authority Meeting*
- Academy Awards – 50th Anniversary Celebration*
- Budget Meetings*
- Township Supervisors Fall Meeting*
- Mifflin County Planning Commission*
- JVBDS Joinder Board*
- CCAP Community and Economic Development Subcommittee*
- Communities that Care Key Leaders Committee*
- SEDA-COG Focus Group – Review strategic plan*
- New Lancaster Valley Tower Visit*

VII. Public Comment:

None to report.

VIII. Old Business:

A. *Proposals from Infocon Corporation, Ebensburg, PA for Barbara Stringer, Mifflin County Register of Wills and Recorder of Deeds for scanning and microfilming.*

- *Estates from 1789 through 1900's numbers 8,921 through 10,562 - \$8,301.77*
- *Estates from 1789 through 1900's numbers 10,563 through 12,384 - \$9,271.49*
- *Deed Books AA through ZZ - \$5,547.50*
- *Deed Books A through Z - \$4,699.25*
- *Deed Books A-3 through I4 - \$8,524.75*

Chairman Kodish explained that the Estate scanning projects will be paid for by the Register of Wills/Orphan's Court Automation Fund and supplemented with the County Record Improvement Fund. The Deed Book projects will be paid for by the Recorder of Deeds Record Improvement Fund.

Motion was made by Commissioner Postal to approve scanning and microfilming of Estates 8,921 through 10,562, Estates 10,563 through 12,384, Deed Books AA through ZZ, Deed Books A through Z and Deed Books A-3 through I-4. Chairman Kodish seconded the motion. The motion was unanimously approved.

IX. New Business:

A. Request for exoneration of 2018 county real estate tax bill and relieve the Tax Collector from collecting the bill:

- *Parcel No. 15,18-0255--,000 located in Decatur Township – value on parcel was adjusted per the Board of Appeals and will be re-billed with the March supplemental billing – County Amount \$211.32*

Motion was made by Commissioner Postal to approve the request for exoneration of 2018 county real estate taxes on Parcel No. 15,18-0255--,000 located in Decatur Township - \$211.32. Chairman Kodish seconded the motion. The motion was unanimously approved.

B. Contract Change Order No. 1 with G & R Charles Excavating, LTD to extend the contract for Bender Park Fishing Pier from forty-five days to sixty-six days due to weather

Mr. Lettiere explained that this project was funded with Brown Township CDBG money. He gave a brief overview of the fishing pier project and explained that this extension is due to the recent rainy weather. This extension will not affect the original project cost of \$27,785.00.

Motion was made by Commissioner Postal to approve the Change Order. Chairman Kodish seconded the motion. The motion was unanimously approved.

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

- *Family Psychological Associates, Kittanning, PA*
- *The Summit School, Inc., Herman, PA*

Ms. Bubb reviewed each organization and the services they offer. She mentioned that these are renewal agreements.

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

D. Reappointment of Neal Shawver, Lewistown, PA and Kent Spicher, Belleville, PA to the Mifflin County Planning Commission for four-year terms

Motion was made by Commissioner Postal to approve the reappointments. Chairman Kodish seconded the motion. The motion was unanimously approved.

E. Reappointments to the Mifflin County Conservation District:

- *David C. Glick, Lewistown, PA – Farmer member – four-year term*
- *Stephen T. Dunkle, Allensville, PA – Commissioner member – one-year term*

Motion was made by Commissioner Postal to approve the reappointments. Chairman Kodish seconded the motion. The motion was unanimously approved.

F. Grant Agreements for the Permanent Supportive Housing Program for the period October 1, 2018 through September 30, 2019:

• Shelter Services	Operating Costs	\$65,558.00
• Clear Concepts Counseling	Supportive Services/Case Mgmt	\$17,197.00
• Mifflin-Juniata Human Services	Administration	<u>\$ 4,872.00</u>
		\$87,627.00

Ms. Fisher explained that these are the annual renewals for the HUD Supportive Housing Program. There was a small increase in funding over last year.

Motion was made by Commissioner Postal to approve the Grant Agreements for the Permanent Supportive Housing Program for October 1, 2018 through September 30, 2019. Chairman Kodish seconded the motion. The motion was unanimously approved.

G. Renewal quote with ESRI, Redlands, CA for January 1, 2019 through December 31, 2019 software maintenance fees - \$22,800.00

Ms. Simonetti mentioned that this is the annual software maintenance to the GIS system. There was a change in the schedule to align it with the calendar year. The cost is the same as last year.

Motion was made by Commissioner Postal to approve the renewal quote with ESRI, Redlands, CA for January 1, 2019 through December 31, 2019. Chairman Kodish seconded the motion. The motion was unanimously approved.

H. Personnel:

- *Resignation of Cindy Leister from Case Coordinator in the Court Office effective November 16, 2018*
- *Promotion of Christine Stuck from Case Coordinator II in the District Judge Office to Case Coordinator in the Court Office effective November 15, 2018*

Motion was made by Commissioner Postal to accept the above personnel items. Chairman Kodish 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