

Lewistown, PA

November 29, 2018

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, November 29, 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: Treasurer Deb Civitts; Director of Voter Registration and Elections Zane Swanger; Public Safety Director Phil Lucas; Director of Fiscal Affairs Mike Baker; Director of Human Services Allison Fisher; Crime Victim Services Coordinator Jami Glick; County Auditor Helen Kirk; 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 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 November 15, 2018. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #121484 to 121793 and EFTs # 24659 to 24680 in the amount of \$706,355.89

2. Payroll Account:

Cks. #78518 to 78527, Direct Deposit Advices #22415 to 22654 in the amount of \$334,466.53

3. 911 Account:

Cks. #51636 to 51643 and EFTs #20524 to 20529 in the amount of \$4,157.24

4. CDBG Account:

Cks. #1430 to 1431 in the amount of \$2,600.00

5. Act 137 Account:

Ck. #3020 in the amount of \$21.00

6. LEPC Account:

Cks. #1440 to 1441 in the amount of \$386.89

7. Liquid Fuels Act 89 Account:

EFT # 8074 in the amount of \$47.72

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
11/14/2018-11/27/2018**

General Account Starting Balance	\$545,673.04
DEBITS	
Deposits Receipts #94334 – 94468	242,417.78
Transfer from 911	0.00
Transfer from Capital Reserve	588,313.08
Transfer from LEPC	0.00
Voided Check	0.00
Interest	0.00
TOTAL DEBITS	\$830,730.86
CREDITS	
Bills Paid CK # 121484-121793, EFT'S # 24659-24680	706,355.89
Transfer to Payroll CKS 78518-78527, DD 22415-22654	334,466.53
NSF CKS	947.17
TOTAL CREDITS	\$1,041,769.59
<u>Ending Balance (Interest @ 01.390% as of 11/20/2018)</u>	<u>\$334,634.31</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 11/20/2018	\$240,150.89
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 11/20/2018	\$223,359.47
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 11/20/2018	\$2,722,900.75
LEPC	
Invested at JV Bank @ 01.390% as of 11/20/2018	\$16,493.71
Local Use Fund	
Invested at JV Bank @ 01.390% as of 11/20/2018	78,433.84
Capital Reserve Account	
Invested at JV Bank @ 01.39% as of 11/20/2018	\$5,000,000.00
CERTIFICATE OF DEPOSIT	
Invested at FNB @ 2.55%	3,054,389.22
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:

- Regional Services Corporation Board*
- Library Board*
- Solid Waste Authority*
- Budget Meetings*
- Bridge Projects Meeting*
- Juniata Trail Dedication*
- Shelter Services Open House*
- Bus Shelter Dedication*
- Meeting to discuss Courthouse WI-FI usage by public*

Commissioner Dunkle:

- Budget Meetings*
- Bus Shelter Dedication*
- Shelter Services Open House*
- Ag Extension Meeting – Budgeting*
- Soil Conservation Meeting*
- Meeting to discuss Courthouse WI-FI usage by public*
- Juniata Trail Dedication*

Commissioner Postal:

- Budget Meetings*
- Bus Shelter Dedication*
- Meeting to discuss Courthouse WI-FI usage by public*
- SEDA-COG Natural Gas Co-op Board Meeting*
- County Commissioners Assoc. of PA Fall Conference*
- Meetings with municipalities to address structurally deficient bridges where the Local Use fee will be directed (Granville, Oliver and Derry Townships)*
- Meeting with PennDOT to review the 2018 liquid fuels distribution*
- Downtown Lewistown Executive Committee*
- Juniata Trail Dedication*
- Mifflin County Internet Advisory Committee*

VII. Public Comment:

None to report.

VIII. New Business:

A. Request for exoneration of 2018 county portion per capita taxes:

- *Derry Township Tax Collector Bret Treaster – 51*
- *Bratton Township Tax Collector Connie Peachey – 7*
- *Juniata Terrace Borough Tax Collector Jeri Dukes - 2*

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. Intergovernmental Agreement with Centre County to house Mifflin County Prisoners, if needed, for the period January 1, 2019 through December 31, 2019 at \$65.00 per day

Motion was made by Commissioner Postal to approve the Intergovernmental Agreement with Centre County to house Mifflin County Prisoners. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

Chairman Kodish noted that this agreement has to be in place if we would ever need to house prisoners in Centre County. At this time, we have no plans to do so.

- C. *Agreement with Call-A-Ride Services to park their vehicles at the Old Black's Hospital Building for a fee of \$150.00 for the period January 1, 2019 through December 31, 2019*

Motion was made by Commissioner Postal to approve the agreement with Call-A-Ride Services to park their vehicles at the Old Black's Hospital Building for a fee of \$150.00 for January 1, 2019 through December 31, 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- D. *Purchase of Service Agreement with BMZ Law for County Solicitor and Counsel for Children and Youth Services for the period January 1, 2019 through December 31, 2019 - \$72,762.04 annually*

Motion was made by Commissioner Dunkle to approve the Purchase of Service Agreement with BMZ Law for the period January 1, 2019 through December 31, 2019 - \$72,762.04 annually. Commissioner Postal seconded the motion. The motion was unanimously approved.

- E. *Purchase of Service Agreement with Jeffrey Davis, Esquire as Court appointed counsel for non-custodial parents in child welfare cases involving the County's Children and Youth Agency for the period January 1, 2019 through December 31, 2019 for a monthly rate of \$958.33*

Motion was made by Commissioner Postal to approve the Purchase of Service Agreement with Jeffrey Davis, Esquire for the period January 1, 2019 through December 31, 2019 for a monthly rate of \$958.33. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- F. *Agreement with Service Access and Management, Inc., Lewistown, PA to provide Counseling Services to inmates at the Mifflin County Correctional Facility at an annual cost of \$25,000.00*

Motion was made by Commissioner Dunkle to approve an agreement with Service Access and Management, Inc. to provide Counseling Services to inmates at the Mifflin County Correctional Facility at an annual cost of \$25,000.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

- G. *Resolution No. 17 of 2018 on behalf of Brown Township Supervisors Approving Budget Revisions to the fiscal years 2015 and 2016 CDBG program years*

This item was skipped.

- H. *Reappointment of Alan Metzler, Reedsville, PA for a five-year term on the Mifflin County Airport Authority*

Motion was made by Commissioner Dunkle to approve the reappointment of Alan Metzler, Reedsville, PA for a five-year term on the Mifflin County Airport Authority. Commissioner Postal seconded the motion. The motion was unanimously approved.

- I. *Three-year Renewal of the Mifflin County 911 Uninterruptable Power Supply Service Contract with Core Power, King of Prussia, PA for the period February 25, 2019 through February 24, 2022 \$14,876.40*

Mr. Lucas said that this is our annual service contract for the Uninterruptable Power Supply (UPS) in the 911 center. We're able to enter into a three-year contract and save roughly \$3,000 over the three-year period by doing so. Core Power provides parts and service on an emergency basis as well. They are our current service provider for the UPS service.

Motion was made by Commissioner Postal to approve the three-year renewal of the Mifflin County 911 Uninterruptable Power Supply Service Contract with Core Power for the period February 25, 2019 through February 24, 2022 - \$14,876.40. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- J. *2018 9-1-1 Statewide Interconnectivity Grant Agreement totaling \$681,744.00*

Mr. Lucas stated that this is a grant awarded through the 911 program at PEMA, which allows the Mifflin County 911 Center to partner with the State Police and the state radio project. This will provide funding to replace the 911 radio consoles and the engineering required to connect to the State. The 911 Center will be responsible for radios in the field and will be partnering with the State Police to be able to offer better communications for law enforcement and give access to a statewide radio network for any of our agencies conducting business outside of Mifflin County. We are greatly expanding what we're capable of within the 911 center. In years prior, we've had access to the State radio network by using their radios with funding through homeland security. This grant agreement is providing a much more robust connection between us. We will be able to talk on the State Police radios and the State Police can talk on our radios. The biggest benefit for us in Mifflin County is, as part of this project, we're going to upgrade the radios for all law enforcement within the County. They will have more secure communications when responding to incidents. Most of the cost is due to hardware, software and engineering. The State has an all-in plan where we turn over our radio sites to them, but we have many more radio sites in Mifflin County with the addition of the New Lancaster Valley Site than the police intend on having. Their system is a mobile only system, so you have to be in your car to talk back and forth. Our system allows for portable coverage where they can actually go into buildings, so we have a much more robust system. The State is allowing us to run a hybrid system where we have our own system that's tied to their system and we have the benefits of both.

Motion was made by Commissioner Dunkle to approve the 2018 9-1-1 Statewide Interconnectivity Grant Agreement totaling \$681,744.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

- K. *Project Modification Request for the Justice-Involved Individual Solutions Grant – reallocating unspent funding from consulting to Housing Stability Case Manager's salary and extending the date from December 31, 2018 to March 31, 2019*

Ms. Fisher explained that there is roughly \$3,000 unspent funds in this Grant because one of the consulting agencies isn't spending it in the group and individual therapies. These numbers are generally difficult to project as you can never know how many prisoners will be in need at any given time. Rather than let the funding go back unspent, we'd like to reallocate them to Case Management. This request is to move \$3,000 unspent funds and extend the period of the Grant to March 31, 2019. This Grant is through Pennsylvania Commission on Crime and Delinquency (PCCD).

Motion was made by Commissioner Postal to approve the project modification request for the Justice-Involved Individual Solutions Grant. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

L. *Project Modification Request for the RASA and VOJO Grants – reallocate \$6,783.00 from benefits and travel to supplies*

Ms. Glick discussed that there would be unspent funds at the end of the RASA and VOJO Grant. PCCD allows reallocation, so she is requesting a project modification to reallocate funding from benefits that were over-projected to the supplies and travel categories. This modification will not require an extension of the grant.

Motion was made by Commissioner Postal to approve the project modification request for the RASA and VOJO Grants. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

M. *Award Notification for the Competitive VOCA Grant for the period April 1, 2018 through September 30, 2020 - \$62,474.00*

Ms. Glick explained that this is a new competitive grant. Notification had just recently been received stating that the grant had been awarded. There will most likely be a project modification required at some point because of the late award notice. This grant is used to pay for various things including: replacing locks and doors that are broken as a result of domestic violence, domestic violence and sexual assault victims requiring custody financial aid and support groups for teen victims of sexual assault and domestic violence.

Motion was made by Commissioner Dunkle to approve the award notification for the Competitive VOCA Grant. Commissioner Postal seconded the motion. The motion was unanimously approved.

N. *Application for County Aid – 2018 Liquid Fuels Allocation:*

- *Derry Township - \$8,892.05*

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

O. *Notice of Intent – Requesting HAVA Grant Funds*

Mr. Swanger relayed that the Governor's Office has requested that all counties purchase new election equipment that is capable of a verifiable paper ballot similar to the system we already utilize. The state would like us to implement the new system prior to the 2020 general primary election. The letter presented today is a reimbursement grant that would reimburse us \$41,014.50 if we were to purchase new equipment. This reimbursement would not cover much of the equipment needed as it is estimated to cost roughly \$10,000 per precinct to replace our current machines based on some current quotes we've received. So far, only one county, Susquehanna, has purchased and implemented new election equipment.

Chairman Kodish indicated that this is a hot-button topic for many counties throughout the state. The state is requiring the verifiable paper ballot system. Therefore, we would be buying a newer edition of something we already have that works well. We've spoken with Senator Corman about this, and hopefully in early 2019, this issue can be addressed.

Commissioner Postal added that this will cost us hundreds of thousands of dollars. CCAP (County Commissioners Association of Pennsylvania) is asking to push this further into the future. With all of the training that would need to take place prior to implementation, there's potential for many problems to occur if implementation would be required by the 2020 election. CCAP supports county choice and believes this should be

done on a voluntary calendar that is predicated on market and available equipment and reasonable timelines including poll-worker training. CCAP also believes there should be reliable state and federal funding to support this mandate. Other counties are signing this notice of intent because it needs to be in by November 30, 2018.

Mr. Swanger stated that if we don't sign the notice of intent, we risk having the funds allocated to other counties that are signing. If you don't sign, you are ineligible to receive the funds. If you do sign, funds will be secured should we proceed to make the purchase.

Commissioner Dunkle added that this is a case of the State forcing a mandate upon the counties. We have an election system in Mifflin County that works very well and is secure. We have a paper trail where each of the ballots can be hand-counted and verified and yet the State is moving forward with this proposal to force all counties to upgrade. There is a need to upgrade in some counties that do not have a paper trail and that's understandable. To force counties that have that paper trail make these huge expenditures is absurd. He will vote for this resolution before the Board today, but will not vote for the purchase of new voting machines unless they are completely covered by federal and state funds.

Motion was made by Commissioner Postal to approve the notice of intent – requesting HAVA Grant Funds. Commissioner Dunkle seconded the motion with the understanding that if full funding is not received, he will not support spending county funds on this project. The motion was unanimously approved.

P. Display the 2019 budget on November 29, 2018 for final adoption December 20, 2018

Chairman Kodish presented that the overall balanced budget for 2019 is \$32,286,627, which is up from \$29,742,348 in 2018. There will be no tax increase. The County millage rate will remain the same at 15.77 mills. Work has been done to fix budgeted expense accounts. That, in conjunction with positive results from our pictometry tax assessment project and utilization of funding sources outside of the County such as state and federal grants, we were able to produce a balanced budget without the need for increasing the county taxes. The increase in the overall budget can be attributed to the following: several new projects through our Planning Department, a change to our approach in capital project budgeting, an increase in our Emergency Services budget, seed money for Success Together and an increased contribution to the Retirement Plan. Said Retirement Plan should be fully funded in two years. An increase of over \$1 million can be attributed to Act 12 special project grant money to spend on a radio expansion project involving other community and municipal stakeholders. Chairman Kodish is very pleased that we are able to pass a balanced budget without an increase in taxes. Any time new grant money is received, it needs to be added to the overall budget. This results in an increased budget with level spending.

Commissioner Dunkle then highlighted how expenses related to crime, delinquency and child protective services continue to consume a large portion of the County budget. Our Correctional Facility expenses are \$5,369,000 per year. Probation expenses are \$1,545,000 per year and our Children & Youth expenses total \$8,089,000 per year. These three items total roughly \$15,000,000 per year, representing nearly 50% of the entire County budget. There is a net increase of almost \$1.3 Million over 2018. These funds do provide valuable services including drug and alcohol rehabilitation and providing for the safety of our children within our County. The County does receive State and Federal grants that will pay for portions of these expenses, but ultimately we all are paying for these services in one way or another. He feels there needs to be a fundamental shift in the way these problems are addressed. In general, we continue to spend money after the fact rather than help address issues that would prevent the significant costs incurred by not being more proactive. We, as a community and County, need to find better ways to address the problems that contribute to these issues within our County. We must ensure that everyone fully understands the full costs of crime and delinquency in our County. Commissioner Dunkle also expressed his appreciation to Michael Baker, our Chief Financial Officer, for his work on this budget.

Commissioner Postal then spoke about capital projects in the short and long term. As buildings and equipment get older, the County has to ensure that we are in a good position to meet future needs. For the first time, a specific line item for long-term capital projects was created to encompass the entire County. \$500,000 has been budgeted in that line item. Some of the smaller capital projects in the various departments were consolidated into two accounts totaling over \$100,000. Prior to that, these projects would come in piece by piece, which made it difficult to get an overall picture of where the County stood. The primary capital projects we anticipate in 2019 are related to the Correctional Facility. Besides the operational costs that Commissioner Dunkle referred to, the jail also needs a new roof. There is a healthy unreserved balance fund that will be used for some of this expense, but we will be exploring other State and Federal assistance to determine the best means of funding. The Correctional Facility, Annex, Green Avenue and Black's Hospital are going to take a lot of attention in 2019. The County continues to support a variety of services including our Human Services Department, the Mifflin County Historical Society, the Mifflin County Conservation District, Downtown Lewistown, Inc., Ag Preservation, Penn State Extension and the Airport Authority. Commissioner Postal thanked the Department Heads and Elected Officials for their cooperation in building this balanced budget without a tax increase.

Chairman Kodish thanked the Department Heads and Michael Baker for their work on the budget.

Motion was made by Commissioner Dunkle to display the 2019 budget on November 29, 2018 for final adoption on December 20, 2018. Commissioner Postal seconded the motion. The motion was unanimously approved.

Q. Personnel:

- Hiring of Gabrielle Minck for part-time LPN effective December 4, 2018*
- Resignation of Baylee Hesketh from part-time corrections officer effective November 20, 2018*
- Transfer of Amy Spickler from clerk in Penn State Extension to Tax Claim clerk effective December 17, 2018*

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

Chairman Kodish then highlighted the Keystone Scholars program. He mentioned that anyone having a child in Pennsylvania can participate. The State of PA has a new program called Keystone Scholars where you can apply while still at the hospital, and the State will contribute \$100 to start an investment account for your child's future education.

Adjournment:

Motion was made by Commissioner Postal to adjourn the meeting. Commissioner Dunkle seconded the motion. With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:45 a.m.

Secretary

ATTEST:

Chief Clerk