

Lewistown, PA

February 7, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, February 7, 2019 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.

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

Guests present: Treasurer Deb Civitts; Director of the Physical Plant Lonnie Griffith; County Auditor Helen Kirk; Community Development Administrator/Assistant Director James Lettiere; Chief Probation Officer Todd Harpster; Children & Youth Fiscal Supervisor Jennifer Hepner; Jane Neff; Max Oburn and Steven Gibson, MCTV

The meeting was called to order at 9:07 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 January 31, 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

- 1. *General Fund, Accounts Payable:*

Cks. #122349 and 122543 to 122595 and EFTs # 24861 to 24923 in the amount of \$120,609.38

- 2. *911 Account:*

Cks. #51683 to 51686 and EFTs #20552 in the amount of \$10,784.02

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
01/30/2019-02/05/2019**

General Account Starting Balance	\$410,719.10
DEBITS	
Deposits Receipts #95364 – 95444	165,401.67
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Transfer from LEPC	0.00
Voided Checks	0.00
Interest	986.27
TOTAL DEBITS	\$166,387.94
CREDITS	

Bills Paid CK # 122349, 122543-122595, EFT'S # 24861-24923	120,609.38
Transfer to Payroll	0.00
NSF Checks	0.00
Transfer to LEPC	0.00
TOTAL CREDITS	\$120,609.38
<u>Ending Balance (Interest @ 01.390% as of 02/05/2019)</u>	<u>\$456,497.66</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 2/05/2019	\$301,651.53
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 2/05/2019	\$264,640.06
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 2/05/2019	\$1,575,712.44
LEPC	
Invested at JV Bank @ 01.390% as of 2/05/2019	\$25,958.87
Local Use Fund	
Invested at JV Bank @ 01.390% as of 2/05/2019	\$192,974.38
Capital Reserve Account	
Invested at JV Bank @ 02.62% as of 2/05/2019	\$2,123,931.49
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:

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| <i>Chairman Kodish:</i> | <i>CARS Board Meeting
Regional Services Corp. Personnel Committee Meeting
Meeting with Sam Price and Beth Reifsnnyder – Project with
Community Partnerships RC&D
Prison Board Meeting</i> |
| <i>Commissioner Dunkle:</i> | <i>CJAB Meeting
Prison Board Meeting
Meeting with Sam Price and Beth Reifsnnyder - Project with
Community Partnerships RC&D
Meeting with Success Together Sub-Committee Chair
regarding Gateway Improvement projects</i> |

Commissioner Postal:

- SEDA-COG Joint Rail Authority Meeting*
- Burnham Borough Council Meeting*
- CJAB Meeting*
- JVBDS Executive Committee Meeting*
- Children & Youth Roundtable*
- Meeting with Greater Lewistown Corporation*
- Meeting with South Hills School of Business & Technology*
- to discuss interns for the Courthouse*
- Prison Board Meeting*

VII. Public Comment:

None to report.

VIII. New Business:

- A. *Ordinance No. 1 of 2019 authorizing the County of Mifflin to enter into an intergovernmental cooperation agreement and authorizing the participation in the Pennsylvania Counties Risk Pool*

ORDINANCE NO. 1 of 2019

AN ORDINANCE AUTHORIZING THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF MIFFLIN TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT, AND

AUTHORIZING THE PARTICIPATION IN THE PENNSYLVANIA COUNTIES RISK POOL PURSUANT TO THE PENNSYLVANIA INTERGOVERNMENTAL COOPERATION LAW, AS AMENDED

WHEREAS, the Intergovernmental Cooperation Law, Act No. 177 of December 19, 1996, P.L. 1158, as amended, 53 Pa.C.S. § 2301 et. seq. (the "Law"), authorizes local governments, including counties, to jointly cooperate and enter into joint agreements with other counties in the performance of their governmental functions, powers or responsibilities; and

WHEREAS, certain counties have established the Pennsylvania Counties Risk Pool ("PCoRP") pursuant to the Law for the purpose of, inter alia: (a) providing a joint risk management pool to assist members in preventing and reducing losses and injuries to county property and to persons or property which might result in claims being made against members of the PCoRP, or their employees and officers; (b) creating an entity in perpetuity which will administer a joint risk management pool and using funds contributed by members to defend and indemnify, in accordance with the Bylaws and Intergovernmental Agreement of PCoRP, any member of the PCoRP against stated liability or loss, to the limit of the financial resources of the PCoRP; and providing continuing stability and availability of needed coverages at reasonable costs, as is more fully set forth in the Bylaws and Intergovernmental Agreement; and

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the County of Mifflin to enter into an intergovernmental cooperation agreement and become a member of the PCoRP and, hence, desires to do the same.

NOW, THEREFORE, the Board of Commissioners of the County of Mifflin (the "County"), does hereby enact and ordain as follows:

Section 1. The Board of Commissioners hereby enters into, joins and becomes a member of the PCoRP. The Bylaws and Intergovernmental Agreement of PCoRP, which

is attached hereto as Exhibit "A," is approved substantially in the form attached hereto, the terms of which are incorporated herein by reference. The Board of Commissioners hereby authorizes and directs its officers to execute the Bylaws and Intergovernmental Agreement of the PCoRP. The Board of County Commissioners is also authorized to execute any other agreement necessary for its participation in the PCoRP.

Section 2. This Ordinance and the Bylaws and Intergovernmental Agreement approved and adopted herewith shall constitute a binding agreement and shall be sufficient warrant and authority for the officials and agents as appointed by the County to participate and represent the County's interests in the PCoRP.

Section 3. As a condition of participating in the PCoRP, the County agrees to comply with all the terms and conditions in the Bylaws and Intergovernmental Agreement.

Section 4. The duration of the Bylaws and Intergovernmental Agreement is indefinite, but is subject to the right of any member county to terminate its participation as set forth therein and subject to its provisions.

Section 5. The purpose and object of the Bylaws and Intergovernmental Agreement is as set forth therein.

Section 6. The organizational structure of the PCoRP shall consist of a Board of Directors, all as is set forth in the Bylaws and Intergovernmental Agreement.

Section 7. The County delegates to the Board of Directors of the PCoRP the powers enumerated in the Bylaws and Intergovernmental Agreement.

Section 8. Any contributions required to be paid pursuant to the Bylaws and Intergovernmental Agreement shall be made with funds appropriated by the County for that purpose.

Section 9. On behalf of the County, the PCoRP is empowered to enter into any contract necessary to effectuate its purposes, and any contract entered into by the PCoRP to date is hereby ratified and affirmed.

Section 10. Any real or personal property to be owned, or owned, by the PCoRP shall be acquired, managed, licensed or disposed of as determined by the Board of Directors of the PCoRP.

Section 11. The Bylaws and Intergovernmental Agreement may be modified or amended, as set forth therein.

Section 12. This Ordinance is being enacted pursuant to the provisions of the Intergovernmental Cooperation Law, Act No. 177 of December 19, 1996, P.L. 1158, as amended, 53 Pa.CS. § 2301, et seq.

Section 13. This Ordinance shall take effect immediately. ENACTED AND ORDAINED this 7th day of February, 2019.

Chairman Kodish discussed that the Pennsylvania Counties Risk Pool is referred to as PCoRP. It provides a joint risk management pool to assist members in preventing and reducing losses and injuries to County property and the persons or property which might result in claims being made against members of PCoRP or their employees and officers. CCAP believes that all of the Counties in PCoRP should have ordinances indicating that they are members as such. Mifflin County has been a member of PCoRP for a long time and this is just a formality.

Motion was made by Commissioner Dunkle to enact Ordinance No. 1 of 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

- B. *Resolution No. 2 of 2019 on behalf of the Derry Township Supervisors approving budget revisions to the FFY 2015 and 2016 CDBG program years*

RESOLUTION NUMBER 2 of 2019

RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS ON BEHALF OF THE DERRY TOWNSHIP SUPERVISORS APPROVING BUDGET MODIFICATIONS TO THE FFY 2015 AND 2016 CDBG PROGRAM YEARS

WHEREAS, the Mifflin County Commissioners on behalf of the Derry Township Supervisors funded the Glenwood private sewer laterals project in 2015, in the amount of \$10,236.03 and in 2016, in the amount of \$9,833.19, and in 2015 the Pinewood and Sawmill Roads reconstruction project in the amount of \$49,245.35 and in 2015 the Rosemont Avenue road reconstruction project in the amount of \$15,253.84;

WHEREAS, the Mifflin County Commissioners on behalf of the Derry Township Supervisors have decided not to proceed with the Glenwood private sewer laterals project in 2015 and 2016 and the Pinewood and Sawmill Roads and Rosemont Avenue road reconstruction projects are completed and excess funds remain in 2015 for Pinewood and Sawmill Roads reconstruction project in the amount of \$985.45 for engineering services, in 2015 for the Rosemont Avenue road reconstruction project in the amount of \$7,172.69 and \$1,078.00 for engineering services;

WHEREAS, the Mifflin County Commissioners on behalf of the Derry Township Supervisors are desirous of creating the 2015 Lewistown Heights paving and stormwater project and funding it in the amount of \$19,472.17 and deleting the 2016 Glenwood private sewer laterals funds in the amount of \$9,833.19, and adding \$9,833.19, to the already approved 2016 Lewistown Heights paving and stormwater project;

WHEREAS, the Derry Township Supervisors approved Resolution 2019-4 on Monday, February 4, 2019 thereby allowing the Mifflin County Planning and Development Department to proceed with said budget modifications to their 2015 and 2016 program years;

WHEREAS, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to revise the Mifflin County Commissioners on behalf of the Derry Township Supervisors 2015 and 2016 program budgets, so as to complete the following actions:

- 1. Delete the 2015 Glenwood private sewer lateral project in the amount of \$10,236.03 reduce the 2015 Pinewood and Sawmill Roads and Rosemont Avenue projects in the amount of \$9,236.14 and create and fund the 2015 Lewistown Heights paving stormwater project in the amount of \$19,472.17*
- 2. Delete the FFY 2016 Glenwood private sewer lateral project in the amount of \$9,833.19 and add \$9,833.19 to the already approved 2016 Lewistown Heights paving stormwater project, funded in the amount of \$80,676.81 which will now total \$90,510.00 in 2016 funds.*

NOW, THEREFORE, BE IT RESOLVED, by the Mifflin County Commissioners on behalf of the Derry Township Supervisors:

- 1. That the program revisions affecting the Township's FFY 2015 and 2016 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.*

I HEREBY CERTIFY that the above is a true and correct copy of a resolution adopted at a regular meeting of the Mifflin County Commissioners held on **Thursday, February 7, 2019.**

Mr. Lettiere reviewed the Resolution and the budget items that are being modified. He also relayed that Derry Township held a public hearing on these modifications on Monday, February 4, 2019.

Motion was made by Commissioner Dunkle to approve Resolution No. 2 of 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

C. Bids for the Mifflin County Correctional Facility Access Control System:

- Pennsylvania Networks, Inc., - \$321,000.00*

Motion was made by Commissioner Dunkle to reject the bid from Pennsylvania Networks, Inc. for the Mifflin County Correctional Facility Access Control System. Commissioner Postal seconded the motion. The motion was unanimously approved.

D. Mifflin County RASA/VOJO 2019 – 2020 Award Notification - \$132,522.00

Chairman Kodish explained that these are grants we get every year for our Crime Victim Services Department.

Motion was made by Commissioner Postal to accept the RASA/VOJO 2019-2020 Award Notification. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

E. Update signatures on the Commercial Safe – Deposit Agreement with Juniata Valley Bank

This is the safe deposit box that the MIS department uses to house back up tapes. The MIS department has had some staff changes, and this agreement updates the signatures to reflect those changes.

Motion was made by Commissioner Postal to approve updating the signatures on the Commercial Safe – Deposit Agreement with Juniata Valley Bank. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. Vigilnet Supply and Support Service Agreement for Probation monitoring equipment

Mr. Harpster mentioned this is a new contract with Vigilnet who supplies our home monitoring equipment. This contract is the same as the previous contract with a few changes to the costs. There are separate costs depending on whether the equipment is rented or owned. We currently own 22 monitors and have about 10 people a day being monitored. It costs \$7 a day per monitor plus a hook up fee. The offenders are charged \$10 per day; therefore, no cost is incurred by the County. We've partnered with Vigilnet for many years and have had success with their products, so we would like to continue with their services. This is a one-year contract renewable for five years.

Motion was made by Commissioner Postal to approve the Vigilnet Supply and Support Service Agreement. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

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

- Children of the Ark Day Care Center, Lewistown, PA*
- Cornell Abraxas Group, Inc., Pittsburgh, PA*
- Harborcreek Youth Services, Harborcreek, PA*
- The Bair Foundation of Pennsylvania, New Wilmington, PA*

- *Perseus House, Inc., Erie, PA*
- *Pentz Run Youth Services, Inc., Dubois, PA*
- *NHS Pennsylvania/AKA Merakey, Harrisburg, PA – July 1, 2017 – June 30, 2018*
- *NHS Pennsylvania/AKA Merakey, Harrisburg, PA – July 1, 2018 – June 30, 2019*
- *George Junior Republic in Pennsylvania, Grove City, PA*

Ms. Hepner gave a brief overview of each of the providers and the services they offer. She also explained that, because of budget delays, we have to obtain retroactive approval for some contracts. The State's Bureau of Fiscal operations has to wait on legislation to tell them to start the contracting process. In turn, these providers have to wait to begin their contracting. In addition, NHS Pennsylvania/AKA Merakey listed above, changed their name last year, which further delayed our contracting process. Beginning with the 2019-2020 fiscal year, contracts will no longer have to wait on legislation. This should reduce the number of contracts that need to be approved retroactively. Ms. Hepner explained that we pay these providers on time at the rate in the old contract until the new contract is approved. From there, we will pay the difference between the new and old rates for the time period approved.

Motion was made by Commissioner Postal to approve the purchase of service agreements. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

H. Offers for Parcels that are currently in repository for unsold properties:

- *Parcel No. 17,18-0402--,000 located in Granville Township - \$750.00*
- *Parcel No. 05,08-0105--,000 located in Lewistown Borough - \$50.00*
- *Parcel No. 05,08-0106--,000 located in Lewistown Borough - \$50.00*
- *Parcel No. 16,27-0327--,000 located in Derry Township - \$300.00*
- *Parcel No. 16,39-0030--,000 located in Derry Township - \$4,000.00*
- *Parcel No. 21,21-0530--,000 located in Wayne Township - \$650.00*
- *Parcel No. 19,04-0115--,000 located in Oliver Township - \$275.00*

Chairman Kodish discussed that we're working on a memorandum of understanding with Lewistown Borough regarding the two properties that are \$50.00 offers.

Commissioner Postal added that these two particular properties are being purchased by Lewistown Borough for removal. We will be working with the Borough through our Act 152 funds to raze those parcels. Lewistown Borough took the initiative to begin a blight remediation program that we're participating in. We're working on a memorandum of understanding that hasn't been presented to us today for action, but will come up in the future.

Motion was made by Commissioner Postal to approve the offers for parcels that are currently in repository for unsold properties. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

I. Personnel:

- *Resignation of Ashley Murphy from LPN at the Correctional Facility effective February 3, 2019*
- *Appointment of Remington Derdel for Sheriff Intern effective March 18, 2019*
- *Appointment of Lexie Kibe for Crime Victim Services Intern effective May 7, 2019*
- *Rescind the hiring of Law Clerk James Johnson*

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

Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:29 a.m.

Secretary

ATTEST:

Chief Clerk