

Lewistown, PA

May 30, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, May 30, 2019 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr; Solicitor Stephen Snook, BMZ Law and Chief Clerk Cathy Romig.

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

Guests present: Treasurer Deb Civitts; Director of Planning Bill Gomes; Community Development Administrator/Assistant Director James Lettiere; Physical Plant Director Lonnie Griffith; Grant Writer Lisa Stalnaker; Warden Josh Garver; Jimmy Fisher and Clayton Hetrick, 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 May 16, 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #123773 to 124065 and EFTs # 25210 to 25226 in the amount of \$708,116.83

2. *Payroll Account*

Cks. #78636 to 78643 and Direct Deposit Advices # 25565 to 25819 in the amount of \$357,901.67

3. *911 Account:*

Cks. # 51753 to 51756 and EFTs #20587 to 20591 in the amount of \$3,036.44

4. *CDBG Account:*

Cks. #1458 to 1459 in the amount of \$2,365.94

5. *CDBG Home Account:*

Ck. #449 in the amount of \$9,001.50

6. *Act 137 Account:*

Cks. # 3036 to 3037 in the amount of \$888.00

7. *Act 152 Account:*

Ck. # 1 in the amount of \$7,400.00

8. *LEPC Account*

Ck. # 1463 in the amount of \$54.75

9. *Liquid Fuels Act 89 Account:*

EFT # 8081 in the amount of \$64.95

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
05/15/2019-05/28/2019

General Account Starting Balance	\$1,409,644.49
DEBITS	
Deposits Receipts #97169 – 97288	421,046.72
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Transfer from LEPC	0.00
Voided Checks	0.00
Interest	0.00
TOTAL DEBITS	\$421,046.72
CREDITS	
Bills Paid CK #'S 123773-124065, EFT'S # 25210-25226	708,116.83
Transfer to Payroll CKS 78636-78643, DD 25565-25819	357,901.67
NSF Checks	0.00
TOTAL CREDITS	\$1,066,018.50
<u>Ending Balance (Interest @ 01.390% as of 05/28/2019)</u>	<u>\$764,672.71</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 5/28/2019	\$296,353.00
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 5/28/2019	\$265,294.83
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 5/28/2019	\$2,200,760.52
LEPC	
Invested at JV Bank @ 01.390% as of 5/28/2019	\$34,760.47
Local Use Fund	
Invested at JV Bank @ 01.390% as of 5/28/2019	\$193,645.75
Capital Reserve Account	
Invested at JV Bank @ 02.73% as of 5/28/2019	\$8,478,440.43
CERTIFICATE OF DEPOSIT	
Invested at FNB @ 2.55%	\$3,054,389.22

Report Subject to Audit

Commissioner Postal pointed out that that the \$7,400.00 check written from the Act 152 account was for our blight remediation program. This check is for Lewistown Borough for a project we had been working on together to raze some blighted properties on Valley Street. This program is open to all municipalities.

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: SEDA-COG Local Development Corporation Board Meeting
SEDA-COG Board Meeting
Salary Board Meeting
Regional Services Corporation Board Meeting
Regional Services Corporation Personnel Committee Meeting
Meeting with Carol King, US Census Bureau Rep.
Belleville Memorial Day parade
STEM Program Recognition for MCMS Students*

*Commissioner Dunkle: Belleville Memorial Day parade
Meeting with GIS and Emergency Services regarding a potential county drone
Repository Bid opening
Soil Conservation Meeting
Meeting with Carol King, US Census Bureau Rep.
Ag Extension Meeting
Conference call with Delta Development to discuss future grants*

*Commissioner Postal: Meeting with county Insurance Agent
Tour of Skills Drop-In Center with Rep. John Hershey
Repository Bid opening
Meeting with GIS and Emergency Services regarding a potential county drone
Meeting with Carol King, US Census Bureau Rep.
Meeting with Bratton and Oliver Townships, McVeytown Borough and DEP to discuss improvements at boat launch
Belleville Memorial Day parade
Conference call with Delta Development to discuss future grants*

VII. Public Comment:

None to report.

VIII. New Business:

A. Request for exoneration of 2019 county portion per capita taxes:

- *Wayne Township Tax Collector Mary Ellen Reed – 40*

Motion was made by Commissioner Dunkle to approve the request for exoneration. Commissioner Postal seconded the motion. The motion was unanimously approved.

- B. Offer for Parcel No. 15,02-0117L-,001 located in Decatur Township that is currently in repository for unsold properties - \$50.00*

Motion was made by Commissioner Dunkle to approve the offer for Parcel No. 15,02-0117L-,001 in Decatur Township for \$50.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

- C. Water Management Service Agreement with Rochester Midland Corporation for the Courthouse and Jail for the period June 1, 2019 through May 31, 2020 - \$3,200.00*

Mr. Griffith mentioned this is for the water treatment for the chillers and spray on top of the Courthouse roof. We were able to negotiate a decrease on this contract for this year. Last year's contract was \$3,700.00 and this year it's \$3,200.00. He recommends we renew this service agreement.

Motion was made by Commissioner Postal to approve the Water Management Service Agreement with Rochester Midland Corporation. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- D. Program Modification Request for the Mifflin County Reentry Strategic Plan Grant to extend the grant three months with a new end date of September 30, 2019*

Ms. Stalnaker mentioned that PCCD awarded Mifflin County a \$19,000 grant to look at data surrounding prisoner reentry. There have been some reentry meetings and data has been collected. PCCD offers no-cost, three to six month extensions on the grants. We're requesting three months in order to provide a better analysis of the information.

Motion was made by Commissioner Postal to approve the Project Modification Request for the Mifflin County Reentry Strategic Plan Grant to extend the grant to September 30, 2019. Chairman Kodish stepped from chair to second the motion. The motion was unanimously approved.

- E. 2018 Community Development Block Grant (CDBG) Contract No. C000071567*

- *Federal Funding Accountability and Transparency Act Sub-Recipient Data Sheet*
- *Delegation of Signing Authority Form*
- *Community Development Block Grant Program Contract - \$666,245.00 – Contract period April 16, 2019 through April 15, 2023*

Mr. Lettiere stated that the 2018 CDBG Contract has been received for Mifflin County, Brown, Derry and Granville Townships and the Borough of Lewistown. In addition to the contract, there are two forms that are required to be submitted. One is the Federal Funding Accountability and Transparency Act Sub-Recipient Data Sheet and the other is the Delegation of Signing Authority Form, which delegates Mr. Lettiere as the signing authority for the individual invoices that are paid out of the program. The contract period is April 16, 2019 through April 15, 2023. All projects and funds must be expended by April 15, 2022. This is a four year contract, with three years to expend and complete the projects and one year to close out. This has been provided to Solicitor Snook and Mr. Baker for review and they did not object to this item going on the agenda today.

This dollar amount is roughly a 10% increase from last year.

Motion was made by Commissioner Dunkle to approve the 2018 CDBG Contract No. C000071567. Commissioner Postal seconded the motion. The motion was unanimously approved.

F. Memorandum of Understanding with Brown Township regarding the Brown Township Streetscape Project

Mr. Gomes discussed that there were some wording changes to this memorandum to make sure the County is not responsible for maintenance of any of the trees. Brown Township will approve this at their meeting next week.

Motion was made by Commissioner Dunkle to approve the Memorandum of Understanding with Brown Township regarding the Brown Township Streetscape Project. Commissioner Postal seconded the motion. The motion was unanimously approved.

G. Award bid for the Mifflin County Correctional Facility Roof Replacement Project:

- *Midstate Roofing & Coating, Belleville, PA - \$495,000.00*
- *J.M. Young & Sons, Inc., Belleville, PA - \$397,000.00*
- *David M. Maines & Associates, Lewistown, PA - \$397,462.00*

Mr. Griffith explained that this is the alternate bid, which allows a time extension. He recommends awarding the bid to J.M. Young & Sons, Inc. for \$397,000.00. This is a total roof replacement for the Correctional Facility. When the roof was put on in 2000, it had a 10-year warranty. This bid contains a 20-year warranty. The replacement will be completed this summer.

Motion was made by Commissioner Dunkle to award the bid for the Mifflin County Correctional Facility Roof Replacement Project to J.M. Young & Sons, Inc., Belleville - \$397,000.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. Personnel:

- *Hiring of Claudia Kuhns for Probation Officer effective May 20, 2019*
- *Transfer of Nathaniel Dillon from Corrections Officer to Probation Officer effective June 3, 2019*
- *Hiring of Erica Bonson for Probation Summer Intern effective June 3, 2019*
- *Hiring of Addison Wise for Part-Time Corrections Officer effective June 3, 2019*

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

Commissioner Dunkle had a public comment he wanted to make. He congratulated Chairman Kodish and Commissioner Postal on their victories in the Spring Primary election. He stated they would be the Commissioners for the next four years along with former Commissioner Mark Sunderland. He stated he called Mark Sunderland to congratulate him on his victory, and he wanted to read a letter from Mr. Sunderland that he gave to the current Board of Commissioners dated May 2, 2019. It reads as follows,

“To Whom It May Concern, Voters of Mifflin County. As the election draws near, I have made a few commitments to myself as well as others. I am 100% committed to the two

community libraries in McVeytown and Allensville. I feel these two libraries fill a void left when they were closed at an earlier date. I will continue to fund the two libraries at the same rate currently set by the present Board of Commissioners. My other commitment to myself, to my family, as well as others, is that if elected to the position of Commissioner, I will serve only one term. I will not seek another term. Sincerely, Mark A. Sunderland dated May 2, 2019.”

Commissioner Dunkle asked that the letter be included in the proceedings today.

IX. Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:19 a.m.

Secretary

ATTEST:

Chief Clerk