

Lewistown, PA

June 20, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, June 20, 2019 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 Fiscal Affairs Mike Baker; Director of Human Services Allison Fisher; Director of Emergency Services Phil Lucas; Director of Planning Bill Gomes; Abby Burke 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 Chairman Kodish.*

II. Pledge of Allegiance: *The Pledge of Allegiance was said by all present.*

III. Approval of Minutes:

Motion was made by Commissioner Dunkle to accept the minutes of the Regular Meeting of June 6, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable:*

Cks. #124131 to 124266 and EFTs # 25232 to 25305 in the amount of \$581,645.07

2. *Payroll Account:*

Cks. #78655 to 78660 and Direct Deposit Advices # 26061 to 26296 in the amount of \$344,687.66

3. *911 Account:*

Cks. # 51758 to 51767 and EFTs #20595 to 20599 in the amount of \$16,748.96

4. *CDBG Home Account:*

Ck. #451 to 452 in the amount of \$27,422.74

5. *Act 137 Account:*

Cks. # 3039 in the amount of \$310.00

6. *LEPC Account:*

Cks. # 1464 to 1465 in the amount of \$642.67

7. *Liquid Fuels Account:*

Ck. # 1668 in the amount of \$2,653.00

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

06/05/2019-06/18/2019

General Account Starting Balance	\$504,479.22
DEBITS	
Deposits Receipts #97394 – 97605	3,018,229.75
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Transfer from LEPC	434.29
Voided Checks	9,308.40
Interest	0.00
TOTAL DEBITS	\$3,027,972.44
CREDITS	
Bills Paid CK #'S 124131-124266, EFT'S # 25232-25305	581,645.07
Transfer to Payroll CKS 78655-78660, DD 26061-26296	344,687.66
NSF Checks	330.21
TOTAL CREDITS	\$926,662.94
<u>Ending Balance (Interest @ 01.390% as of 06/18/2019)</u>	<u>\$2,605,788.72</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 6/18/2019	\$364,264.92
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 6/18/2019	\$286,123.70
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 6/18/2019	\$2,188,901.90
LEPC	
Invested at JV Bank @ 01.390% as of 6/18/2019	\$36,486.41
Local Use Fund	
Invested at JV Bank @ 01.390% as of 6/18/2019	\$291,390.06
Capital Reserve Account	
Invested at JV Bank @ 02.60% as of 6/18/2019	\$8,625,898.77
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. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

VI. Meetings and Events:

Chairman Kodish:

*PIMCC Board Meeting - Harrisburg
AAA Board Meeting
Meeting with Huntingdon County Commissioners to discuss housing their prisoners
Operation Fairness Meeting
Department Head Meeting
Flags for Heroes Ceremony
JVBDS Joinder Board Meeting
Regional Services Corporation Property Committee Meeting
Regional Services Corporation Board Meeting
Mifflin County Library Board Meeting
Mifflin County Solid Waste Authority Board Meeting
Downtown Lewistown, Inc. Board Meeting
Success Together Meeting
Internet Advisory Committee Meeting*

Commissioner Dunkle:

*JVBDS Consumer Advisory Board Meeting
JVBDS Joinder Board Meeting
Airport Authority Meeting
Meeting with Huntingdon County Commissioners to discuss housing their inmates
Repository Meeting
Department Head Meeting
Soil Conservation Meeting
LEO Central PA Work Taskforce Meeting
Internet Advisory Committee Meeting
Operation Fairness Meeting*

Commissioner Postal:

*JVBDS Consumer Advisory Board Meeting
JVBDS Joinder Board Meeting
Youth Park Association Meeting
Meeting with Huntingdon County Commissioners to discuss housing their prisoners
Operation Fairness Meeting
Repository Meeting
Department Head Meeting
National Association of Counties Conference Call
SEDA-COG Natural Gas Executive Committee Meeting
Downtown Lewistown, Inc. Board Meeting
Success Together Meeting*

VII. Public Comment:

Commissioner Postal acknowledged Laura Simonetti, Director of GIS/Mapping for recently being elected as President of the County GIS Professional Association of PA. This group is comprised of GIS, Planning, Emergency Services and Assessment Professionals. He mentioned that it's quite an accomplishment to get elected by your peers in a statewide association.

VIII. New Business:

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

- Brown Township Tax Collector Cheryl Hartzler – 75
- Juniata Terrace Borough Tax Collector Jeri Dukes – 17
- Newton Hamilton Borough Tax Collector Melody Kane – 2
- Union Township Tax Collector Herb Zook – 50

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

B. Grant Agreements for the Homeless Assistance Program (HAP) for the period July 1, 2019 through June 30, 2020:

• Mifflin-Juniata Human Services	Case Management	\$5,800.00
• Mifflin-Juniata Human Services	Rental/Utility	\$4,942.00
• Shelter Services, Inc.	Emergency Shelter	\$9,000.00
• The Abuse Network, Inc.	Emergency Shelter	\$5,000.00
• Mifflin-Juniata Human Services	Administration	<u>\$2,749.00</u>
		\$27,491.00

Ms. Fisher mentioned these are the annual contracts for the state Homeless Assistance Program funds. There's no change. As of now, she hasn't received the official amount, so she is funding based on last year's amount. If the amount would change, the agreement would have to be brought back for approval. This funding has been at the same level for quite some time.

Motion was made by Commissioner Postal to approve the grant agreements for the Homeless Assistance Program (HAP) for the period July 1, 2019 through June 30, 2020. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

C. Human Services Development Fund (HSDF) Agency Contracts for the period July 1, 2019 through June 30, 2020:

Mifflin-Juniata Regional Services	Training Clearinghouse	\$5,648.00
Lumina Center	Mentoring Program	\$5,500.00
The Abuse Network, Inc.	Case Management	\$3,458.00
Clear Concepts Counseling	Counseling	\$4,725.00
Mifflin-Juniata Human Services	County Administration	\$5,000.00
Mifflin-Juniata Human Services	Service Coordination	<u>\$25,669.00</u>
		\$50,000.00

Ms. Fisher noted these are the annual contracts for the Human Services Development Fund. This funding sourced from the state will be \$50,000 at a minimum based on legislation. There has not been an increase in this funding for at least 10 years. When Ms. Fisher started in her position 16 years ago, this funding was around \$150,000.00. If the funding would increase, an advisory board would review the original requests for proposal to see if any of these organizations had asked for additional funding that couldn't be provided. The board would then use a formula to allocate additional funds.

Motion was made by Commissioner Dunkle to approve the Human Services Development Fund (HSDF) Agency Contracts for the period July 1, 2019 through June 30, 2020. Commissioner Postal seconded the motion. The motion was unanimously approved.

D. *Request for exoneration of 2019 county real estate tax bill and relieve the Tax Collector from collecting this bill:*

- *Parcel No. 16,23-0310 located in Derry Township – parcel was a county repository property at the time of the 2019 billing and should have been exempt - \$411.60*

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

E. *Proposal from YSM, York, PA, for landscape architectural service for Victory Park to Derry Park and Victory Park to Stone Arch Bridge Park Trail Feasibility Study for a total cost of \$14,770.00*

Mr. Gomes began by saying it was discussed internally to extend the walking trail and look at a trail feasibility study for an area from Victory Park to Rec Park to Kish Park, which was recommended in the Open Space plan and the Comprehensive Plan. Proposals were requested and one was received from YSM for \$14,770.00. This firm was used before for the Dog Park and the Boat Launch. The proposed funding for this study would come from the following sources: \$10,300 from Act 13 funds, \$500 from Derry Township, \$2,500 from the Parks & Recreation Council through Rec Tap, \$1,000 from the Parks & Recreation Council, \$250 from Lewistown Borough and \$250 from the Victory Park Association.

Commissioner Dunkle added that Allensville used YSM to install their trail and found them to be easy to work with, always accessible and very professional.

Motion was made by Commissioner Postal to conditionally approve the proposal from YSM, York, PA with the understanding that the submitted changes will be accepted. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. *Amendment to the Master Consultant Agreement with Delta Development Group to extend the agreement for an additional twelve months, beginning July 6 2019 and ending July 6, 2020 for \$3,000.00 per month*

Commissioner Postal noted there was no increase in cost.

Motion was made by Commissioner Postal to approve the amendment to the Master Consultant Agreement with Delta Development Group to extend the agreement for an additional twelve months, beginning July 6, 2019 and ending July 6, 2020 for \$3,000 per month. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

G. *Agreement with Brown Township to provide planning services for the Reedsville Streetscape Project expiring December 31, 2020 for a lump sum fee of \$2,000.00*

Mr. Gomes discussed that this is a memorandum of understanding that formalizes compensation for planning services provided for the Reedsville Streetscape Project.

Motion was made by Commissioner Postal to approve the agreement with Brown Township to provide planning services for the Reedsville Streetscape Project expiring December 31, 2020 for a lump sum fee of \$2,000.00. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

H. *Deferred compensation plan fixed account amendment with Nationwide Retirement Solutions*

Commissioner Postal mentioned that this is an amendment to the contract we have with Nationwide for our deferred compensation plan. Nationwide contacted us to make a choice between two options for the fixed portion of our plan. After discussion with Nationwide and other counties, we selected Option One.

Motion was made by Commissioner Postal to select option one for the deferred compensation plan fixed account amendment. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

I. *Application for County Aid – 2019 Liquid Fuels Allocation*

- *Brown Township - \$5,061.98*

Motion was made by Commissioner Postal to approve the application for County Aid – 2019 Liquid Fuels Allocation for Brown Township in the amount of \$5,061.98. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

J. *Contract with Motorola Solutions, Linthicum Heights, MD, for Two-way Radio Dispatch System and a Project 25 infrastructure upgrade for a total cost of \$970,451.00*

Mr. Lucas stated this is a joint project with the State of Pennsylvania to upgrade their radio system. It will allow direct support from the State for the radio system and upgrade law enforcement communications countywide including the District Attorney's Office, the Sheriff's Department, Probation and the Prison. This allows for digital and encrypted communications for law enforcement. It also allows county law enforcement officers to talk directly to their state and federal partners when needed. We were able to secure various grants and discounts to leverage the cost of this project. These two phases of the project total about \$1.4 Million. With the various discounts and grants, the cost to the county, which would be paid by the 911 center, is \$294,000.00. The third phase of the project replaces the hand-held and portable radios in the field. There will be a separate contract, as well as a separate grant and additional discounts for that phase. We have to wait for the eligibility period for the purchase to be contracted. A completion date of late October is expected. The total cost of phase three prior to discounts will be \$790,000.00. We've received structured discounts from Motorola of about \$465,000.00, bringing our cost to about \$325,000.00. The 911 center will pay for roughly \$275,000.00 of the project. Each local police department will contribute 10% of purchasing the equipment new because of the State grants and discounts through Motorola. The larger the police force, the more money they will contribute.

Motion was made by Commissioner Dunkle to approve the contract with Motorola Solutions for two-way radio dispatch system and Project 25 infrastructure upgrade for a total cost of \$970,451.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

K. *Personnel:*

Chairman Kodish noted any hirings done at these meetings are subject to satisfactory completion of background checks and drug tests before starting.

- *Resignation of Part-time Corrections Officer Kevin Ryan effective June 18, 2019*
- *Hiring of Part-time Planning Clerks Theodore Detwiler and Tiffany Brought effective June 24, 2019*
- *Resignation of Part-time County Detective Craig Snyder effective June 30, 2019*
- *Hiring of Bruce Mann for Part-time County Detective effective July 1, 2019*
- *Hiring of Joshua Pennepacker for 9-1-1 Telecommunicator effective July 1, 2019*
- *Resignation of Part-time Corrections Officer Ryan Wagner effective July 1, 2019*

- *Hiring of Part-time Corrections Officers Carli Boreman and Daphne Snook effective July 1, 2019*

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

IX. Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:25 a.m.

Secretary

ATTEST:

Chief Clerk