

Lewistown, PA

September 5, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 5, 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 Voter Registration and Elections Zane Swanger; Chief Probation Officer Todd Harpster; Director of Children and Youth Dana Bubb; Community Development Administrator/Assistant Director James Lettiere; Gary Gill; Luke Fogleman; Scott Lewis; Maddie Ream and Jonathan Yurchak, MCTV

The meeting was called to order at 9:03 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 August 29, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #125183 to 125294 and EFTs # 25510 to 25511 in the amount of \$170,134.89

2. CDBG Account:

Cks. # 1472 in the amount of \$2,941.44

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

08/28/2019-09/03/2019

General Account Starting Balance	\$394,418.70
DEBITS	
Deposits Receipts #98398 – 98545	106,626.02
Transfer from 911	219.93
Transfer from Capital Reserve	0.00
Transfer from LEPC	125.14
Voided Checks	0.00
Interest	1,353.01
TOTAL DEBITS	\$108,324.10

CREDITS

Bills Paid CK #'S 125183-125294, EFT'S # 25510-25511	170,134.89
Transfer to Payroll	0.00
NSF Checks	0.00

TOTAL CREDITS **\$170,134.89**

Ending Balance (Interest @ 01.390% as of 09/03/2019) **\$332,607.91**

Liquid Fuels

Invested at JV Bank @ 01.390% as of 9/03/2019 \$364,967.85

Liquid Fuels - Act 89

Invested at JV Bank @ 01.390% as of 9/03/2019 \$286,605.90

911 Telephone Account

Invested at JV Bank @ 01.390% as of 9/03/2019 \$1,427,515.94

LEPC

Invested at JV Bank @ 01.390% as of 9/03/2019 \$35,283.70

Local Use Fund

Invested at JV Bank @ 01.390% as of 9/03/2019 \$292,388.72

Capital Reserve Account

Invested at JV Bank @ 02.37% as of 9/03/2019 \$8,761,994.58

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: Meeting with Health Insurance Consultant
2020 Budget Meetings
Meeting with 9-1-1 Director
Tourism Board Meeting
Prison Board Meeting*

*Commissioner Dunkle: Meeting with Health Insurance Consultant
2020 Budget Meetings
Meeting with 9-1-1 Director
Prison Board Meeting*

*Commissioner Postal: Meeting with Health Insurance Consultant
2020 Budget Meetings
Meeting with 9-1-1 Director
SEDA-COG Natural Gas Co-Op Meeting*

*Prison Board Meeting
JVBDs Executive Committee Meeting*

VII. Public Comment:

Gary Gill, a resident of Granville Township and volunteer with Fair Districts PA presented some information regarding the party affiliation of the supporters of the Fair Districts organization. He reiterated that it is a non-partisan organization and stressed that membership includes Democrats, Republicans and other party affiliations. He asked the Commissioners to pass a Resolution in support of House Bills that call for an independent commission to determine fair districts in Pennsylvania.

VIII. New Business:

A. *Proclamation Honoring Eagle Scout Luke N. Fogleman*

**PROCLAMATION
IN HONOR OF EAGLE SCOUT LUKE N. FOGLEMAN**

WHEREAS: *the mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law; and*

WHEREAS: *the designation of Eagle Scout is the highest achievement in the Boy Scouting program, which was founded over 100 hundred years ago; and*

WHEREAS: *only four percent of Boy Scouts are granted the distinguished Eagle Scout rank; and*

WHEREAS: *Luke N. Fogleman, a member of Boy Scout Troop 106, has completed the requirements and was examined by the Eagle Scout Board of Review which found him worthy of the rank of Eagle Scout on June 25, 2019; and*

WHEREAS: *the Boy Scouts of America encourage Eagle Scout candidates to complete worthy projects to improve their neighborhoods and their communities; and*

WHEREAS: *Luke's Eagle Scout project included coordinating over 111 volunteer hours to refurbish the Veterans Memorial stage area and flag pole at Woodlawn Cemetery in Milroy; and*

WHEREAS: *Luke has served in the positions of Junior Assistant Scoutmaster, Senior Patrol Leader and Assistant Senior Patrol Leader; and*

WHEREAS: *Luke N. Fogleman serves as an example to the youth of our community through his high level of personal achievement, leadership and community service and has made Mifflin County very proud.*

NOW, THEREFORE, *we, the Mifflin County Commissioners, do hereby recognize and congratulate Luke N. Fogleman for his outstanding accomplishment, extend to him our deepest appreciation for all of his dedicated work and wish him the best in all of his future endeavors.*

Proclaimed this 5th day of September, 2019.

Motion was made by Commissioner Dunkle to approve the Proclamation honoring Eagle Scout Luke N. Fogleman. Commissioner Postal seconded the motion. The motion was unanimously approved.

Mr. Fogleman shared about his project to refurbish the Veterans Memorial stage area and flag pole at Woodland Cemetery in Milroy and how he originally decided on it. He

was very pleased to see how many people were happy about what he was doing. He thanked his family and troop for their help.

Mr. Lewis, Mr. Fogleman's scout master, relayed how proud he is of Mr. Fogleman's achievements throughout his scouting career.

- B. Resolution No. 14 of 2019 appointing a Section 504 Compliance Officer and establishing a grievance procedure for the County of Mifflin and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council*

**RESOLUTION NO. 14 of 2019
THE MIFFLIN COUNTY COMMISSIONERS AND ON BEHALF OF THE BROWN,
DERRY AND GRANVILLE TOWNSHIP SUPERVISORS AND THE LEWISTOWN
BOROUGH COUNCIL APPOINTING A SECTION 504 COMPLIANCE OFFICER AND
ESTABLISHING A GRIEVANCE PROCEDURE**

WHEREAS, Mifflin County, Pennsylvania and the Brown, Derry, and Granville Township Supervisors and the Lewistown Borough Council (hereinafter referred to as OBO's), are recipients of federal funds from the Pennsylvania Department of Community and Economic Development (PA-DCED), through the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program, authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended;

WHEREAS, Mifflin County and its OBO's are statutorily required to develop administrative procedures and regulations in accordance with 24 CFR Part 8 of the Code of Federal Regulations as effectuated on July 11, 1988, to implement Section 504 of the Rehabilitation Act of 1973;

WHEREAS, Mifflin County and the OBO's must designate a Section 504 Compliance Officer who will serve of the County's designated representative for any and all complaints regarding 24 CFR Part 8 of the Code of Federal Regulations and adopt grievance procedures;

WHEREAS, Mifflin County outreached with interested parties to solicit input and feed back regarding the County's compliance with administrative rules and regulations related to Section 504 of the Rehabilitation Act of 1973 during 2014;

***NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the County of Mifflin as follows:*

- 1. The Housing Rehabilitation Specialist/Construction Manager, Douglas Marks, of the Mifflin County Planning and Development Department is hereby designated as the County's Section 504 Compliance Officer for 2019-2020.*
- 2. The County has adopted a grievance procedure for any and all complaints regarding accessibility to all county owned facilities.*
- 3. The County Commissioners procured the EADS Group Inc. in January 1998 to conduct a comprehensive analysis of all county owned facilities as related to Title II of the American with Disabilities Act. These reports are on file in the Planning and Development Department of the Mifflin County Courthouse.*
- 4. Since 1998 the County Commissioners made modifications to all county owned facilities which comply with Title II of the American with Disabilities Act.*
- 5. The Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council are responsible for complying with Title II of the American with Disabilities Act for all municipal facilities and all facilities are ADA compliant.*

Mr. Lettiere noted this is a recurring Resolution required under the Community Development Block Grant program. It appoints a Section 504 Compliance Officer, Housing Rehabilitation Specialist/Construction Manager Douglas Marks and establishes a grievance procedure for complaints regarding accessibility to all county owned facilities.

Motion was made by Commissioner Postal to approve Resolution No. 14 of 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- C. *Resolution No. 15 of 2019 restating a Fair Housing Policy for the County of Mifflin and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council*

RESOLUTION NO. 15 of 2019
RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS, MIFFLIN COUNTY PA
AND ON BEHALF OF THE LEWISTOWN BOROUGH COUNCIL, AND THE BROWN,
DERRY AND GRANVILLE TOWNSHIP SUPERVISORS
RESTATING A FAIR HOUSING POLICY

LET IT BE KNOWN TO ALL PERSONS of the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Act. It is the policy of Mifflin County and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, ancestry, sex, national origin, handicap or disability, or familial status (families with children). Therefore, the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville do hereby pass the following resolution.

BE IT RESOLVED, that within available resources the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville will assist all persons who feel they have been discriminated against because of race, color, religion, ancestry, sex, national origin, handicap or disability, or familial status (families with children) to seek equity under federal and state laws by filing a complaint with the Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

BE IT FURTHER RESOLVED, that the County of Mifflin, and on behalf of The Borough of Lewistown and the Townships of Brown, Derry and Granville shall make publicly known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the Pennsylvania Human Relations Act, and any local laws or ordinances.

FURTHER ACTION will at a minimum include, but not be limited to: (1) Publicizing the name and contact information of the local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to: (a) Public advertisements for vacancy or discussing the program (b) Applications for assistance (c) Contracts (d) Municipal letters dealing with federal programs.

If you're a person with a disability and require reasonable accommodation to be able to access any notifications, please contact the business offices of the Mifflin County Planning and Development Department, located at 20 North Wayne Street, Lewistown, PA 17044 (717) 242-0887, or by e-mail dmarks@co.mifflin.pa.us and the website is www.co.mifflin.pa.us

If you have Limited English Proficiency and require a document translation of any notification, please contact the business offices of the Mifflin County Planning and Development Department at the above listed contact information.

Mr. Lettiere mentioned the Fair Housing Authority requires publication of Mifflin County's Fair Housing Compliance Officer, Chief Clerk Cathy Romig, and spells out the procedures for any type of complaint regarding housing in our County. This notice was published in the Lewistown Sentinel on August 22, 2019. The Resolution is required annually restating the policy. We are also required to further affirm fair housing by publicizing fair housing laws to local lenders and realtors in the community.

Motion was made by Commissioner Dunkle to approve Resolution No. 15 of 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

D. Project Modification for the Pre-Trial Grant to extend the time of the grant an additional three months with a new end date of December 31, 2019

Mr. Harpster discussed that this is the Pre-Trial grant that has been in place for the last two years. Originally, this was to be a one-year grant, but because we were doing so well, it was extended by one year. Unused counseling money is available, so it's been requested to extend the grant an additional three months. The program is very effective and is for offenders who go through Central Court with drug and alcohol addiction issues. Because this is a Pilot Program, it is not known whether there will be funding available in the years to come. The Probation Department would like to continue with the Pre-Trial program and will try to find other funding to administer it if this grant doesn't continue.

Motion was made by Commissioner Dunkle to approve the Project Modification for the Pre-Trial Grant to extend the time of the grant an additional three months with a new end date of December 31, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

E. Intergovernmental Cooperation Agreement for Bridge Replacement and Rehabilitation Program:

- *Decatur Township*

Chairman Kodish mentioned this is a continuation from last week. At that time, agreements were approved for Menno-Union, Wayne and Derry Townships.

Motion was made by Commissioner Postal to approve the Intergovernmental Cooperation Agreement for Bridge Replacement and Rehabilitation Program. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. Purchase of Service Agreement for use, if needed, by Children and Youth:

- *George Junior Republic in Pennsylvania, Grove City, PA*
- *Harborcreek Youth Services, Harborcreek, PA*
- *Clear Vision Residential Treatment Services, Inc., Montgomery, PA*
- *Perseus House, Inc., Erie, PA*
- *Lakewood Health System, Staples, MN*
- *Family Care for Children and Youth, Inc., Milton, PA*
- *Children's Choice, Inc., Chester, PA*
- *Pentz Run Youth Services, Inc., Dubois, PA*
- *Cornell Abraxas Group, Inc., Pittsburgh, PA*
- *NHS Pennsylvania/AKA Merakey, Harrisburg, PA*

Ms. Bubb discussed each of the service providers listed. Many of the providers listed are residential treatment facilities. She added that these are all renewal agreements except for Lakewood Health System, Staples, MN, which is new. She explained that when a child is placed at a residential treatment facility, the chosen facility is tailored to his or her specific needs, not necessarily selected because of its geographic location. She also mentioned that a member of the Children and Youth Staff visits the child two times a month for the length of his or her stay, which typically lasts six to nine months.

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

G. Resolution No. 16 of 2019 authorizing opening a new account at Juniata Valley Bank named MC PHARE

This is an account, utilized by the Human Services Department that receives grant funding and disperses it in the form of electric and rent assistance to qualifying individuals.

Motion was made by Commissioner Postal to approve Resolution No. 16 of 2019. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

H. Personnel:

- Resignation of Philip Kyle from part-time Corrections Officer effective September 17, 2019*
- Resignation of Stacey Dorman from Juvenile Probation Supervisor effective August 30, 2019*
- Promotion of Nick Wolfkiel from Probation Officer to Juvenile Probation Supervisor effective September 1, 2019*
- Hiring of Johnna-Kay Bilger-Hoar for part-time LPN effective September 23, 2019*

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

Chairman Kodish acknowledged the 18 years of service Ms. Dorman provided in Juvenile Probation for Mifflin County and thanked her for her service.

IX. Adjournment:

With no other business on the agenda, Chairman Kodish adjourned the meeting at 9:35 a.m.

Secretary

ATTEST:

Chief Clerk