

Lewistown, PA

December 19, 2019

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, December 19, 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.

Brandon Morgan 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; Planning Director Bill Gomes; Community Development Administrator/Assistant Director James Lettiere; Housing Rehabilitation Specialist Doug Marks; Warden Josh Garver; Physical Plant Director Lonnie Griffith; Maddie Ream and Taylor Miller, MCTV

The meeting was called to order at 9:04 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 December 5, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #126540 to 126704 and EFTs # 25810 to 25890 in the amount of \$457,847.03

2. Payroll Account:

Cks. #78773 to 78779 and Direct Deposit Advice # 29240 to 29483 in the amount of \$367,045.13

3. 911 Account:

Cks. #51860 to 51871 and EFTs #20651 to 20656 in the amount of \$80,612.65

4. CDBG Account:

Cks. #1490 to 1492 in the amount of \$23,033.37

5. Act 137 Account:

Ck. # 3059 in the amount of \$605.00

6. Liquid Fuels Account:

Cks. #1675 to 1676 in the amount of \$11,545.05

7. PIB Account:

Ck. #2000000 in the amount of \$92,174.47

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
12/04/2019-12/17/2019**

General Account Starting Balance	\$271,823.72
 DEBITS	
Deposits Receipts #99803-100015	332,747.09
Transfer from 911	0.00
Transfer from Capital Reserve	350,000.00
Transfer from LEPC	287.16
Voided Checks	0.00
Interest	0.00
TOTAL DEBITS	\$683,034.25
 CREDITS	
Bills Paid CK #'S 126540-126704, EFT'S # 25810-25890	457,847.03
Transfer to Payroll CKS 78773-78779, DD 29240-29483	367,045.13
NSF Checks	0.00
TOTAL CREDITS	\$824,892.16
 <u>Ending Balance (Interest @ 01.390% as of 12/17/2019)</u>	 <u>\$129,965.81</u>
 Liquid Fuels	
Invested at JV Bank @ 01.390% as of 12/17/2019	\$410,035.45
 Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 12/17/2019	\$325,332.57
 911 Telephone Account	
Invested at JV Bank @ 01.390% as of 12/17/2019	\$1,441,721.93
 LEPC	
Invested at JV Bank @ 01.390% as of 12/17/2019	\$27,740.79
 Local Use Fund	
Invested at JV Bank @ 01.390% as of 12/17/2019	\$425,660.95
 Capital Reserve Account	
Invested at JV Bank @ 01.95% as of 12/17/2019	\$7,935,161.13
 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:

<i>Chairman Kodish:</i>	<i>Meeting regarding the Train Station Retirement Board Meeting</i>
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Christmas Parade
Regional Services Corporation Board Meeting
Operation Fairness Meeting
Parks & Recreation Council Representative Meeting
Department Head Meeting
Meeting with Representatives Hershey, Benninghoff and
Irvin regarding possible Annex Funding
JVBDS Joinder Board
Solid Waste Authority Board Meeting
Downtown Lewistown Inc., Board Meeting

Commissioner Dunkle: *Soil Conservation Meeting*
Meeting with Representatives Hershey, Benninghoff and
Irvin regarding possible Annex Funding
Retirement Board Meeting
Department Head Meeting
Airport Authority Meeting
Meeting regarding the Train Station
Various internal meetings

Commissioner Postal: *Retirement Board Meeting*
JVBDS Consumer Advisory Board Meeting
SEDA-COG Natural Gas Strategic Planning Session
Operation Fairness Meeting
Parks & Recreation Council Representative Meeting
Cooperative Extension Dinner
Meeting with Representatives Hershey, Benninghoff and
Irvin regarding possible Annex Funding
JVBDS Joinder Board
Local Elected Officials/Workforce Development Meeting
Sworn in as County Commissioner on December 12, 2019
Christmas Parade

VII. Public Comment:

None to report.

VIII. New Business:

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

- *Brown Township Tax Collector Cheryl Hartzler – 20*
- *Lewistown Borough Tax Collector Erin Anewalt – 9*
- *McVeytown Borough Tax Collector Brooke Knable – 1*

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

B. Request for exoneration of county real estate tax bill and relieve the Tax Collector from collecting these bills:

- *Parcel No. 21,15-0104--,000 located in Wayne Township – billed incorrectly and will be re-billed – 2018 - \$563.46; 2019 - \$563.46*

Motion was made by Commissioner Dunkle to approve the request for exoneration of county real estate tax bill and relieve the Tax Collector from collecting the bill. Commissioner Postal seconded the motion. The motion was unanimously approved.

C. Proposal from Chris Aumiller for an appraisal of the Annex property - \$2,200.00

Motion was made by Commissioner Postal to approve the proposal from Chris Aumiller for an appraisal of the Annex property - \$2,200.00. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

D. Greenways, Trails and Recreation Program Grant Agreement

Commissioner Postal explained this is an agreement through the Commonwealth Financing Authority through the Pennsylvania Department of Community and Economic Development to extend the existing Rothermel Trail. This grant is for \$200,000.00.

Chairman Kodish that this is accepting the grant and gives us up to three years to execute it.

Motion was made by Commissioner Postal to approve the Greenways, Trails and Recreation Program Grant Agreement. Commissioner Dunkle 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, 2020 through December 31, 2020 for a monthly rate of \$958.33

Motion was made by Commissioner Postal to approve the 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, 2020 through December 31, 2020 for a monthly rate of \$958.33. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

F. Purchase of Service Agreement with BMZ Law for County Solicitor and Counsel for Children and Youth Services for the period January 1, 2020 through December 31, 2020 - \$72,762.04 annually

Motion was made by Commissioner Postal to approve the purchase of service agreement with BMZ Law for County Solicitor and Counsel for Children and Youth Services for the period January 1, 2020 through December 31, 2020 - \$72,762.04 annually. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

G. SAVIN (Statewide Automated Victim Information and Notification System) maintenance and service agreement with the Pennsylvania District Attorney's Institute – January 1, 2020 through December 31, 2020

Warden Garver explained this is a victim notification system that notifies victims when an inmate has been released. It was formerly called the Victims Information and Notification Every day or VINE system. This connects to all correctional facilities in the state of PA. This maintenance and service agreement is no cost to the County.

Motion was made by Commissioner Postal to approve the SAVIN maintenance and service agreement with the Pennsylvania District Attorney's Institute – January 1, 2020 through December 31, 2020. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

H. Memorandum of Understanding between the Commissioners and Granville Township Supervisors for the Demolition of 15 and 17 Henrietta Street

Mr. Lettiere explained this memorandum of understanding is the contractual obligation between the Commissioners and Granville Township for utilizing \$10,000.00 of Act 152 funds for the demolition of 15 and 17 Henrietta Street. In the event the property is sold, 15% of the proceeds will return to the County. The total bid is \$66,700.00 with \$10,000.00 coming from Act 152 funding and the balance coming from Granville Township's CDBG money.

Commissioner Postal mentioned this is another project the County is participating in through the blight remediation program. He invited all municipalities to contact the Planning Department for information on how to apply for a blight remediation project in their municipality.

Motion was made by Commissioner Postal to approve the memorandum of understanding between the Commissioners and Granville Township Supervisors for the Demolition of 15 and 17 Henrietta Street. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

I. Award bid for the CDBG 15 and 17 Henrietta Street Demolition Project:

- *G&R Excavating and Demolition, Tyrone, PA - \$66,700.00*
 - *CDBG - \$36,411.36*
 - *Act 152 - \$10,000.00*
 - *Granville Township - \$20,288.64*

Mr. Marks stated this project will help the community by getting rid of blight and cleaning up the area. The project should begin in late January or early February.

Motion was made by Commissioner Dunkle to award bid for the CDBG 15 and 17 Henrietta Street Demolition Project. Commissioner Postal seconded the motion. The motion was unanimously approved.

J. Application for County Aid – 2019 Liquid Fuels Allocation:

- *Juniata Terrace Borough - \$1,000.00*

Motion was made by Commissioner Dunkle to approve the Application for County Aid – 2019 Liquid Fuels Allocation. Commissioner Postal seconded the motion. The motion was unanimously approved.

K. Appointment of David Filson, Lewistown, PA to the Mifflin County Conservation District Board of Directors to fill an unexpired term – term expires December 31, 2021:

Motion was made by Commissioner Dunkle to approve the appointment of David Filson to the Mifflin County Conservation District Board of Directors to fill an unexpired term – term expires December 31, 2021. Commissioner Postal seconded the motion. The motion was unanimously approved.

Commissioner Dunkle explained this position was formerly held by Roy Stine who has recently passed away. Mr. Stine was a member of the Conservation District since 1972, one of the longest consecutive serving members in the history of the Commonwealth.

L. Application for GEMS Program Funds for partial reimbursement of voting equipment - \$156,201.00

Chairman Kodish added this is the State program using bonds to fund the reimbursement to Counties up to 60% for new voting equipment that was purchased. Application must be made to the State for that funding.

Motion was made by Commissioner Postal to approve the application for GEMS Program Funds for partial reimbursement of voting equipment - \$156,201.00. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

Commissioner Dunkle shared his displeasure with this mandate. He mentioned that Mifflin County had equipment that met the requirements of the State. He feels this is unnecessary government spending.

M. Personnel:

- *Hiring of William Gomes for part-time Planning Director effective January 1, 2020 for a 45 day period or less*

Motion was made by Commissioner Postal to approve the hiring of William Gomes for part-time Planning Director effective January 1, 2020 for a 45 day period or less. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

- *Resignation of Brittany Stoner from Children and Youth Fiscal Assistant effective January 3, 2020*
- *Hiring of Claire Havice for GIS Analyst position effective January 13, 2020*
- *Retirement of Alice Arnold from Court Reporter effective January 31, 2020*

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

Solicitor Snook acknowledged long-time Court Reporter Alice Arnold for the great work she's done for Mifflin County. He mentioned that she worked tirelessly and did an excellent job.

Chairman Kodish announced there will be no public meeting on January 2, 2020. There will be regular meetings on Thursday, January 16, 2020 and Thursday, January 30, 2020. There will be a reorganizational meeting on Monday, January 6, 2020.

With this being the last meeting of the current term, Chairman Kodish thanked his colleagues for working with him. He stated every term is different. In this next term, Commissioner Dunkle will be heading into retirement and former Commissioner Sunderland will be returning. He then thanked the Commissioners' Office front office staff for the work they do. He thanked the other elected officials for their help as well.

IX. Adjournment:

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

Secretary

ATTEST:

Chief Clerk