

Lewistown, PA

January 31, 2019

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, January 31, 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 the Physical Plant Lonnie Griffith; Director of Planning Bill Gomes; Director of Voter Registration and Elections Zane Swanger; County Auditor Helen Kirk; County Auditor Teresa Hobbs; Warden Josh Garver; Register & Recorder Barb Stringer; Skylar Peters; Emily Lhamon; Tina Goss; Naomi Diehl and Roger Herto, MCTV*

*The meeting was called to order at 9:00 a.m. by Chairman Kodish.*

**I. Invocation:** *The Invocation was given by Commissioner Postal.*

**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 January 17, 2019. Commissioner Postal seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

**1. General Fund, Accounts Payable:**

*Cks. #122343 to 122542 and EFTs # 24847 to 24860 in the amount of \$632,638.78*

**2. Payroll Account:**

*Cks. #78567 to 78578 and Direct Deposit Advices #23593 to 23843 in the amount of \$426,042.41*

**3. 911 Account:**

*Cks. #51679 to 51682 and EFTs #20547 to 20551 in the amount of \$1,645.60*

**4. CDBG Account:**

*Cks. #1441 to 1442 in the amount of \$701.06*

**5. CDBG Home Account**

*Cks. #434 to 435 in the amount of \$32,084.54*

**6. Liquid Fuels Act 89 Account:**

*EFT # 8076 in the amount of \$112.49*

*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**  
**01/16/2019-01/29/2019**

<b>General Account</b> Starting Balance	<b>\$240,347.76</b>
<b>DEBITS</b>	
Deposits Receipts #95222 – 95362	457,080.65
Transfer from 911	0.00
Transfer from Capital Reserve	750,303.58
Transfer from LEPC	0.00
Voided Checks	22,521.10
Interest	0.00
<b>TOTAL DEBITS</b>	<b>\$1,229,905.33</b>
<b>CREDITS</b>	
Bills Paid CK # 122343-122542, EFT'S # 24847-24860	632,638.78
Transfer to Payroll CKS 78567-78578, DD 23593-23843	426,042.41
NSF Checks	852.80
Transfer to LEPC	
<b>TOTAL CREDITS</b>	<b>\$1,059,533.99</b>
<u>Ending Balance (Interest @ 01.390% as of 01/29/2019)</u>	<u><b>\$410,719.10</b></u>
<b>Liquid Fuels</b>	
Invested at JV Bank @ 01.390% as of 1/29/2019	\$301,294.55
<b>Liquid Fuels - Act 89</b>	
Invested at JV Bank @ 01.390% as of 1/29/2019	\$264,331.57
<b>911 Telephone Account</b>	
Invested at JV Bank @ 01.390% as of 1/29/2019	\$1,581,765.39
<b>LEPC</b>	
Invested at JV Bank @ 01.390% as of 1/29/2019	\$25,939.99
<b>Local Use Fund</b>	
Invested at JV Bank @ 01.390% as of 1/29/2019	\$192,749.51
<b>Capital Reserve Account</b>	
Invested at JV Bank @ 02.62% as of 1/29/2019	\$2,108,155.38
<b>CERTIFICATE OF DEPOSIT</b>	
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:*

*Board of Elections Meeting*

*Salary Board Meeting  
Record Improvement Fund Meeting  
Enterprise Program Review  
SEDA-COG Board Meeting  
Tax Services – Reassignment of duties  
Juniata River Valley Tourism Board Meeting  
Planning Commission Meeting  
Regional Services Property Committee Meeting  
Mifflin/Juniata Human Services Quarterly Meeting*

*Commissioner Dunkle: Commissioner Dunkle passed on this item because he has some items to discuss during the public comment period*

*Commissioner Postal: Salary Board Meeting  
Record Improvement Fund Meeting  
SEDA-COG Natural Gas Co-op Executive Committee  
Tax Services – Reassignment of duties  
United Way Board Meeting  
Conference Call with Architect regarding County Buildings  
Mifflin/Juniata Human Services Quarterly Meeting  
Enterprise Program Review*

**VII. Public Comment:**

*Commissioner Dunkle commented that the Library Board had indicated they would have two members present at every Commissioners' Meeting, but there were no Library Board members in attendance at today's meeting. Commissioner Dunkle reiterated that he will continue to shed light on the inappropriate means by which the library branches were closed. At the last meeting, he focused on the method used – a notice posted on the front door stating that the branch was closed until further notice. Today, he will focus on where the decision was made to close the libraries. The Library Board chose to close the McVeytown branch in Belleville. The people of McVeytown that wanted to go to the meeting affecting their library had to travel to Belleville. He detailed the many available locations that could have held the meeting in McVeytown. He mentioned that it would have been fair to have such a meeting in the community in which the library was located, particularly when the library receives almost \$250,000 in taxpayer funding from Mifflin County. Even more troubling to him was that McVeytown had partnered with the library for 51 years to provide library services to their community. He feels the Library should have reached out to the elected officials and the community to discuss closing the branch. If they had done so, there may have been a way to continue library services. He posed a question to the audience and asked how Mifflin County Library would feel if the State discontinued the appropriation they had been providing and posted a notice on the front door saying that the Library was closed until further notice. Commissioner Dunkle said he would fight against such an action because he believes right is right and wrong is wrong. He said that if such a thing happened, he felt that Molly Kinney would protest, gather support against the decision, meet with the County Commissioners and meet with the State officials to get their assistance. If the Library were closed in this manner, Molly Kinney, Teddy Snyder and Tom McNabb would do exactly what he is doing today. He reiterated that he is not against libraries. His objection is in the way in which the Library Board conducted the process. He feels that they used these tactics because they didn't want the Library to get negative publicity at the time. Commissioner Dunkle stated he will continue this crusade because it was an injustice.*

**VIII. New Business:**

A. *Proclamation commending Tina Goss, 4-H Volunteer*

**PROCLAMATION COMMENDING TINA GOSS**

**WHEREAS**, *Volunteers are the heart of Mifflin County 4-H; and*

**WHEREAS**, *Mifflin County 4-H Volunteer Tina Goss has been a 4-H volunteer for nearly 5 years now and a 4-H parent and integral part of the 4-H family in Mifflin County for much longer; and*

**WHEREAS**, *the 4-H mission is to assist youth in acquiring knowledge, developing life skills and forming attitudes that will enable them to become self-directing, productive and contributing members of society and Tina Goss has went above and beyond in providing her 4-H members with this experience and more; and*

**WHEREAS**, *the Pennsylvania 4-H Volunteerism team has named Tina Goss the 2018 Pennsylvania 4-H Volunteer of the Year based on her merits as a leader, a contributing member to the Mifflin County 4-H and a caring adult volunteer who leads her 4-H members by a positive example; and*

**WHEREAS**, *the Mifflin County 4-H and Mifflin County Board of Commissioners would like to recognize Mrs. Tina Goss for her tremendous work as a 4-H volunteer and her continued efforts in supporting the program and providing the 4-H members with an experience that will last a lifetime; and*

**WHEREAS**, *the Mifflin County 4-H program is eternally grateful for Tina Goss and her passion for the 4-H program and educational experiences she provides with the county.*

**NOW, THEREFORE**, *we, the Mifflin County Commissioners, do hereby commend Tina Goss for her commitment to the 4-H Program*

*Proclaimed this 31<sup>st</sup> day of January, 2019*

*Motion was made by Commissioner Dunkle to adopt the Proclamation commending Tina Goss, 4-H Volunteer. Commissioner Postal seconded the motion. The motion was unanimously approved.*

*Ms. Goss said she is very humbled to be receiving this award. She's very passionate about 4-H. She feels it is a very rewarding and educational experience and she's happy to be able to give back to a program that has done so much for her family.*

*Chairman Kodish thanked Ms. Goss, and Commissioner Dunkle commended her for being such a great role model.*

B. *Proclamation recognizing Naomi Diehl, 4-H Teen Council President*

**Proclamation Recognizing Naomi Diehl**

**Whereas**, *the 4-H program in Pennsylvania offers youth with opportunities for experiences that enhance leadership and communication skills and bolster self-confidence; and*

**Whereas**, *with the help from the Mifflin County 4-H Teen Council and Teen Council Advisors fundraising efforts one 4-H Teen Council member was able to take advantage of one of those experiences that offered her a once in a lifetime opportunity to gain new skills and network with new 4-Hers; and*

*Whereas, Mifflin County 4-H Teen Council President Naomi Diehl dedicated her holiday break to traveling with fellow PA 4-H delegates to Atlanta, Georgia to attend the National 4-H Congress and;*

*Whereas, National 4-H Congress is a five-day event that engages high school aged 4-H members in leadership, citizenship, global awareness, and inclusion where participants not only can participate in state-of-the-art educational workshops and hear from world-renowned speakers, they also have the opportunity to network with other 4-H members from across the United States.*

*Now, Therefore, we, the Mifflin County Commissioners, do hereby recognize Naomi Diehl for her dedication to the 4-H program and taking advantage of the opportunities for personal and professional growth that the program offers her and represented 4-H in Mifflin County and Pennsylvania proudly at the National 4-H Congress.*

*Proclaimed this 31<sup>st</sup> day of January, 2019*

*Motion was made by Commissioner Postal to adopt the Proclamation recognizing Naomi Diehl, 4-H Teen Council President. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

*C. Naomi Diehl presentation on her attendance at the National 4-H Congress*

*Ms. Diehl is a member of the Dairy Club, Steer Club, Sheep and Lamb Club and 4-H Teen Council. She recently attended the National 4-H Congress held in Atlanta Georgia. This was a five-day event that engaged 4-H members in leadership, citizenship and global awareness. She attended various workshops, listened to speakers, visited attractions in Atlanta, gained friendships and attended dances.*

*D. Zane Swanger – Election Office to host candidate seminar*

*Mr. Swanger relayed that the Penn State Extension office has cancelled their event, “Throw Your Hat in the Ring” because of the lack of registrations. He explained that he has scheduled an in-house training seminar to be held on February 13, 2019 at 5:30 p.m. at the Annex building for those interested in information in reference to municipal elections. It will be a one-hour presentation and will focus on the election cycle calendar, petition filing and fees, cross filing requirements, statement of financial interests, campaign finance reports, poll-watcher information, public voter information available to candidates and political sign advertising policies. There is no fee to attend this seminar, but pre-registration is required. This seminar is tailored to local municipal offices. Any questions can be directed to the Elections Office.*

*Commissioner Dunkle commended Mr. Swanger on taking the lead on this seminar. Mr. Swanger has only been with Mifflin County for a short time and has done an outstanding job. An individual with the Department of State recently spoke with Commissioner Dunkle and commended the work Mr. Swanger has done for Mifflin County.*

*Teresa Hobbs, Mifflin County Democratic Committee Chairperson commented that she appreciates Mr. Swanger and emphasized that he is great to work with. She is very pleased that he has taken the lead in hosting this seminar.*

*E. Amending the action taken on December 6, 2018 to exonerate Granville Township Tax Collector Billi Weaver from collecting 2018 per capita tax bills as presented (28) – corrected total 17*

*Motion was made by Commissioner Dunkle to approve amending the action taken December 6, 2018 to exonerate Granville Township Tax Collector Billi Weaver from collecting 2018 per capita tax bills as presented (28) – corrected total 17. Commissioner Postal seconded the motion. The motion was unanimously approved.*

- F. *Amending the action taken on August 30, 2018 to exonerate McVeytown Borough Tax Collector Brooke Knable from collecting 2018 per capita tax bills as presented (6) – corrected total 3*

*Motion was made by Commissioner Postal to approve amending the action taken August 30, 2018 to exonerate McVeytown Borough Tax Collector Brooke Knable from collecting 2018 per capita tax bills as presented (6) - corrected total 3. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

- G. *Agreement with Infocon, Ebensburg, PA to create a standardized file transfer program to send the open guardianships to AOPC to the State's Guardianship Tracking System (GTS) for a one-time setup fee of \$250.00 and \$50.00 per month on-going*

*Motion was made by Commissioner Postal to approve the agreement with Infocon to create a standardized file transfer program to send the open guardianships to AOPC to the State's Guardianship Tracking System (GTS). Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

*Register and Recorder Stringer said the GTS is a new system from the State. This will help the County communicate with the State regarding guardianships.*

- H. *Contract with Federal Bureau of Corrections*

*Warden Garver discussed that this contract deals with Federal prisoners awaiting sentencing or already sentenced and awaiting a home prison. They would not be housed for more than six months. Under this contract, we would hold said prisoners until they are moved to their permanent location. No inmates have been assigned to Mifflin County at this point. Several other surrounding Counties house federal prisoners including: Perry, Clinton, Dauphin and Adams. We would have the right to refuse any prisoner.*

*Commissioner Postal added that this contract must be in place if we want to house federal prisoners.*

*Motion was made by Commissioner Postal to approve the contract with the Federal Bureau of Corrections. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

- I. *Conditional approval for a limited topographic survey for the Juniata River Trail, Phase 2 from the EADS Group, Inc., Lewistown, PA - \$7,000.00*

*Mr. Gomes stated that in 2015, the Commissioners authorized a study that showed there was potential for developing a trail along the Juniata River from Victory Park to Blue Juniata Drive in Granville Township. The study was presented in phases. The first phase was completed in November of 2018 and we would like to continue that effort. We are currently in negotiations with the concrete plant and fire academy. Additionally, we are working with the Borough of Lewistown on this project. We are preparing two applications - \$514,000 for construction and \$83,000 additional costs totaling \$597,000.00. A local match in the amount of \$45,000 to \$50,000 will be required. One of the provisions of the application is to complete a survey of the properties to define the trail appropriately. We are asking for \$7,000.00 to be taken from Act 13 funding and the Planning budget. We have developed a memorandum of understanding with the Borough of Lewistown to define the responsibilities of each party in this proposal. The approval for this topographic study is contingent on the memorandum of understanding being executed by the Borough of Lewistown at their next meeting.*

*Motion was made by Commissioner Postal to conditionally approve a limited topographic survey for the Juniata River Trail, Phase 2 from the EADS Group, Inc.,*

Lewistown, PA - \$7,000.00 contingent upon the Borough of Lewistown approving the memorandum of understanding at their next meeting. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

Commissioner Dunkle added that the memorandum of understanding dictates that the Borough would be responsible for future maintenance, upkeep and liability that may occur on the trail. The Business Borough is contributing \$25,000 toward the required local match and the remaining funding of \$20,000 - \$25,000 has not been finalized.

*J. Personnel:*

- *Promotion of Rebecca Ganoë from Assistant Tax Claim Director to Tax Claim Director effective January 21, 2019*
- *Promotion of Merry Bratton from Chief Assessor to Chief Assessor/Tax Services Director effective January 21, 2019*
- *Promotion of Kyle Kenepp and Karen Laub from part-time to full-time corrections officers effective January 27, 2019*
- *Retirement of Brenda Stayrook from Children and Youth Case Aid effective February 1, 2019*
- *Hiring of Tracy Barger for Second Deputy Register and Recorder effective February 1, 2019*
- *Hiring of part-time corrections officer Angela Snook effective February 4, 2019*
- *Hiring of Law Clerk James Johnson effective March 11, 2019*

*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 9:48 a.m.*

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*Secretary*

***ATTEST:***

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*Chief Clerk*