

Lewistown, PA

August 20, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, August 20, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland and Robert Postal; Solicitor Stephen Snook, BMZ Law; Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey. Commissioner Kodish was absent.

There were no representatives present from the news media.

Guests present: Treasurer Deb Civitts; Human Services Director Allison Fisher; Community Development Administrator Chastity Fultz; Physical Plant Director Lonnie Griffith; Crime Victim Services Coordinator Jami Glick; Housing Rehabilitation Specialist Doug Marks; Planning Director Mark Colussy; Sheriff Deputy Scott Hargenrader; Sheriff Deputy James Aumiller; Human Services Intern Ashten Miller; Sheriff Intern Tyler Stein; Jim Zubler; Cindy Sunderland; Nick Felice; Tristan Hileman; Kathleen Becker and Roger Herto, MCTV

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

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 Postal to accept the minutes of the Regular Meeting of August 6, 2020. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #129267 to 129398 and EFTs # 26698 to 26797 in the amount of \$749,172.66

2. Payroll Account:

Cks. #78944 to 78950 and Direct Deposit Advices # 33294 to 33523 in the amount of \$340,670.39

3. 911 Account:

Cks. # 52013 to 52021 and EFT #20721 to 20726 in the amount of \$7,841.41

4. CDBG Account:

Cks. #1514 to 1515 in the amount of \$7,149.74

5. LEPC Account:

Ck. # 1499 in the amount of \$93.76

6. Liquid Fuels Account:

Ck. # 1683 in the amount of \$4,014.32

Motion was made by Commissioner Postal to approve payment of bills as listed above. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

V. Treasurer's Report:

**TREASURER'S REPORT
08/05/2020-08/18/2020**

General Account Starting Balance	\$1,630,268.44
DEBITS	
Deposits Receipts #102941-103135	654,408.25
Transfer from 911	0.00
Transfer from Capital Reserve	500,000.00
Transfer from LEPC	0.00
Voided Checks	0.00
Interest	0.00
TOTAL DEBITS	\$1,154,408.25
CREDITS	
Bills Paid CK #'S 129267-129398, EFT'S # 26698-26797	749,172.66
Transfer to Payroll CKS 78944 - 78950, DD 33294 - 33523	340,670.39
Transfer to	0.00
NSF CHECKS	0.00
TOTAL CREDITS	\$1,089,843.05
<u>Ending Balance (Interest @ 0.360% as of 08/18/2020)</u>	<u>\$1,694,833.64</u>
Liquid Fuels	
Invested at JV Bank @ 0.360% as of 08/18/2020	\$441,763.91
Liquid Fuels - Act 89	
Invested at JV Bank @ 0.360% as of 08/18/2020	\$344,297.30
911 Telephone Account	
Invested at JV Bank @ 0.360% as of 08/18/2020	\$559,163.68
LEPC	
Invested at JV Bank @ 0.360% as of 08/18/2020	\$39,653.30
Local Use Fund	
Invested at JV Bank @ 0.360% as of 08/18/2020	\$339,876.66
M C CARES	
Invested at JV Bank @ 0.500% as of 08/18/2020	\$4,166,761.07
Capital Reserve Account	
Invested at JV Bank @ 0.950% as of 08/18/2020	\$13,332,877.60
Report Subject to Audit	

Motion was made by Commissioner Postal to approve the Treasurer's Report as received, subject to audit. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

VI. Meetings and Events:

- Chairman Sunderland: Annex Project Bid Opening
Various internal meetings
- Commissioner Postal: CCAP District Committee Meeting
JVBDS Executive Committee Meeting
CCAP Board Meeting
CCAP Resolutions Committee Meeting
Annex Project Bid Opening
Central Counties Youth Detention Board Meeting
PA House Transportation Committee Hearing
Internal staff meetings
- Commissioner Kodish: Commissioner Kodish was absent.

VII. Public Comment:

None to report.

VIII. New Business:

- A. Victim Witness Services RASA/VOJO Grant for the period January 1, 2021 through December 31, 2022 - \$153,223.00

Ms. Glick explained this is a continuation of a grant in place currently. The impacts of this grant will include continued protection of victims of crime whose cases are processed in the criminal justice system, whether juvenile or adult.

Motion was made by Commissioner Postal to approve the Victim Witness Services RASA/VOJO Grant for the period January 1, 2021 through December 31, 2022 - \$153,223.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- B. Proclamation honoring Eagle Scout Tristan M. Hileman

**PROCLAMATION
IN HONOR OF EAGLE SCOUT TRISTAN M. HILEMAN**

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: *Tristan Hileman, a member of Boy Scout Troop 2 stationed at Saint John's Lutheran Church, 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 February 19, 2020; and*

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

WHEREAS: *Tristan's Eagle Scout project was completed at the First United Methodist Church in Lewistown. Tristan's project entailed removing old paint, priming and then repainting railing outside of the Church. Tristan had help from fourteen others totaling 122 service hours; and*

WHEREAS: *Tristan has served in the positions of Quartermaster, Assistant Senior Patrol Leader, Senior Patrol Leader and Order of the Arrow Representative; and*

WHEREAS: *Tristan Hileman 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 Tristan Hileman 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 20th day of August, 2020.

Motion was made by Commissioner Postal to approve the Proclamation honoring Eagle Scout Tristan M. Hileman. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

Mr. Hileman thanked his Boy Scout Troop and the community.

C. Proclamation honoring Eagle Scout Gavin Taylor

**PROCLAMATION
IN HONOR OF EAGLE SCOUT GAVIN TAYLOR**

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: *Gavin Taylor, 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 May 19, 2020; and*

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

WHEREAS: *Gavin's Eagle Scout project was completed at Bender Park in Reedsville. Gavin installed a post rope barrier between the parking area and the park, replaced a router engraved park sign, and completed some landscaping improvements at the entrance to the park. His project totaled 93 service hours; and*

WHEREAS: *Gavin has served in the positions of Junior Assistant Scoutmaster, Senior Patrol Leader and Order of the Arrow Representative; and*

WHEREAS: *Gavin Taylor 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 Gavin Taylor 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 20th day of August, 2020.

Motion was made by Commissioner Postal to approve the Proclamation honoring Eagle Scout Gavin Taylor. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

D. Second Public Hearing for the CDBG –CV Grant (scheduled for 9:15)

Ms. Fultz began by explaining that the purpose of the public hearing is to discuss the 2020 CDBG-CV allocation amount of \$166,152.00 with \$29,907 (administration) leaving \$136,245.00 (available for projects). She reviewed the discussion items of the first public hearing including projects that could be funded with these funds. Said projects included mortgage/rent/utility assistance to individuals, small business loans/grants and devices for students residing in Mifflin County to aid in remote learning. The project being pursued is providing devices for Mifflin County Students. Mifflin County School District cannot be the recipient of the laptops, so the Teacher’s Union will be the recipient. Laptops will be purchased and made a part of a lending library for special education and low to moderate income students. Brown Township, Derry Township, Lewistown Borough and Granville Township have all committed their funds to this project as well. The cumulative total will be \$432,680.00 which will allow for \$356,970.00 to purchase approximately 580 laptops with the remaining funds to be used for administration. With roughly 2,800 students in the district qualifying for free/reduced lunches, 580 laptops will not be enough, so she explained the Planning Department is applying for additional funds in the amount of \$1,252,792.00 to purchase additional laptops. This would be a grand total of 2,500 laptops between the two programs. The application is due to DCED by August 31, 2020. She asked the Commissioners to sign the two Resolutions to submit the two different applications.

Commissioner Postal mentioned it is laudable that the other entitlement communities are participating in this program.

Ms. Fultz mentioned she doesn’t know when the laptops would be ready given the processing time of DCED and the various manufacturers’ lead times.

E. Resolution No. 47 authorizing the submission of application for the Coronavirus Competitive Program Grant - \$1,252,792.00

RESOLUTION NO. 47 of 2020
MIFFLIN COUNTY COMMISSIONERS
Authorizing the submission of an application to the Pennsylvania Department of Economic and Development Block Grant – Coronavirus (CV) Competitive Program, as part of the Coronavirus, Aid, Relief and Economic Security (CARES) Act [P.L. 116-136], and further certifying compliance with the requirements of said program.

WHEREAS, *it is necessary and in the public interest that the Mifflin County, Pennsylvania receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant – Coronavirus Competitive Program with an application requesting \$1,181,880.00; and*

WHEREAS, The Mifflin County Commissioners have the legal authority and responsibility under Act 179 to apply for Community Development Block Grant-Coronavirus funds and represent the nonentitlement communities within the county; and

WHEREAS, the Mifflin County Planning and Development Department held two public hearings and has posted notices informing the public of these hearings in accordance with the County’s Citizen Participation Plan which culminated in the prioritization of projects and development of a Community Needs Assessment; and

WHEREAS, the first public hearings were held on the following dates: Mifflin County Commissioners (June 4, 2020), Lewistown Borough Council (June 8, 2020), Brown Township Supervisors (June 1, 2020), Derry Township Supervisors (June 1, 2020), and Granville Township Supervisors (June 8, 2020); and

WHEREAS, the second public hearings were held on August 20, 2020 for Mifflin County with the Mifflin County Planning Commission and on August 3, 2020 for the Brown, Derry and Granville Township Supervisors and on August 10, 2020 for the Lewistown Borough Council, and potential projects discussed at the first public hearing for each municipality were read aloud; and

WHEREAS, the Mifflin County Commissioners reviewed the proposed activities and given due consideration to all written and oral comments presented at the public hearings, and has authorized the application to be submitted to the PA- DCED by the deadline of **August 31, 2020**; and

WHEREAS, The Mifflin County Commissioners are familiar with the requirements of the program as included in the Statement of Assurances; and

WHEREAS, the Mifflin County wish to apply for said funds.

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

- a. The FFY 2020 CDBG-CV Competitive application is hereby approved for the proposed activities listed below:

	MIFFLIN COUNTY	PROJECT ACTIVITY	FUNDING AMOUNT
1.	Laptop Devices for Mifflin County Students	Purchase laptops for students residing in Mifflin County who are either Special Education Students or LMI students to aid in remote learning if schools are unable to resume in-person classes due to the COVID-19 pandemic	\$1,181,880.00
2.	Administration	Planning and administration activities	\$70,912.00
	Total Mifflin County CDBG-CV Funding:		\$1,252,792.00

- b. That the Chairman of this Board of Commissioners is hereby authorized and directed to execute on behalf of Mifflin County the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant – Coronavirus funds for the purposes aforesaid and any such certifications and/or agreements as may be required to accept and implement the proposed program and activities.

- c. *That the various plans and policies previously adopted by the County for federally assisted community development programs (including plans for equal opportunity for minority and women owned business enterprises, Section 3 firms, fair housing, residential anti-displacement and relocation assistance plan, citizen participation plan, and procurement policy) are applicable to the FFY 2020 CDBG-CV Program.*
- d. *If CDBG-CV Competitive funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the Mifflin County Commissioners agree to repay the proportion deemed ineligible from non-federal resources.*
- e. *The Community Needs Assessment developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and*
- f. *The Chairman of the Board of Commissioners of Mifflin County is empowered to place his signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the Mifflin County Commissioners.*

Motion was made by Commissioner Postal to approve Resolution No. 47 authorizing the submission of application for the Coronavirus Competitive Program Grant - \$1,252,792.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- F. *Resolution No. 48 of 2020 on behalf of Brown, Derry and Granville Township Supervisors and Lewistown Borough Council to approve the FFY 2020 CDBG-CV Application*

**RESOLUTION NO. 48 of 2020
MIFFLIN COUNTY COMMISSIONERS AND ON BEHALF OF
BROWN, DERRY AND GRANVILLE TOWNSHIP SUPERVISORS AND LEWISTOWN
BOROUGH COUNCIL**

Authorizing the submission of an application to the Pennsylvania Department of Economic and Development Block Grant – Coronavirus (CV) Program, as part of the Coronavirus, Aid, Relief and Economic Security (CARES) Act [P.L. 116-136], and further certifying compliance with the requirements of said program.

WHEREAS, *it is necessary and in the public interest that the Mifflin County, Pennsylvania and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant – Coronavirus Program; and*

WHEREAS, *Mifflin County, Pennsylvania and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council are eligible to apply for \$432,680.00 in federal funds from the Pennsylvania Department of Community and Economic Development (PA- DCED) under the FFY 2020 CDBG-CV Program; and*

WHEREAS, *The Mifflin County Commissioners have the legal authority and responsibility under Act 179 to apply for Community Development Block Grant-Coronavirus funds and represent the nonentitlement communities within the county; and*

WHEREAS, *the Mifflin County Planning and Development Department held two public hearings and has posted notices informing the public of these hearings in accordance with the County’s Citizen Participation Plan which culminated in the prioritization of projects and development of a Community Needs Assessment; and*

WHEREAS, the first public hearings were held on the following dates: Mifflin County Commissioners (June 4, 2020), Lewistown Borough Council (June 8, 2020), Brown Township Supervisors (June 1, 2020), Derry Township Supervisors (June 1, 2020), and Granville Township Supervisors (June 8, 2020); and

WHEREAS, the second public hearings were held on August 20, 2020 for Mifflin County with the Mifflin County Planning Commission and on August 3, 2020 for the Brown, Derry and Granville Township Supervisors and on August 10, 2020 for the Lewistown Borough Council, and potential projects discussed at the first public hearing for each municipality were read aloud; and

WHEREAS, the Mifflin County Commissioners and on behalf of Lewistown Borough, Brown, Derry, and Granville Townships have reviewed the proposed activities and given due consideration to all written and oral comments presented at the public hearings, and has authorized the applications to be submitted to the PA- DCED by the deadline of **August 31, 2020**; and

WHEREAS, The Mifflin County Commissioners and on behalf of Lewistown Borough, Brown, Derry, and Granville Townships are familiar with the requirements of the program as included in the Statement of Assurances; and

WHEREAS, the Mifflin County Commissioners and on behalf of Lewistown Borough, Brown, Derry, and Granville Townships wish to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the Mifflin County Commissioners and on behalf of the Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council as follows:

- a. The FFY 2020 CDBG-CV application is hereby approved for the proposed activities listed below:

	MIFFLIN COUNTY	PROJECT ACTIVITY	FUNDING AMOUNT
1.	Laptop Devices for Mifflin County Students	Purchase laptops for students residing in Mifflin County who are either Special Education Students or LMI students to aid in remote learning if schools are unable to resume in-person classes due to the COVID-19 pandemic	\$136,245.00
2.	Administration	Planning and administration activities	\$29,907.00
	Total Mifflin County CDBG Funding:		\$166,152.00

	LEWISTOWN BOROUGH	PROJECT ACTIVITY	FUNDING AMOUNT
1.	Laptop Devices for Mifflin County Students	Purchase laptops for students residing in Mifflin County who are either Special Education Students or LMI students to aid in remote learning if schools are unable to resume in-person classes due to the COVID-19 pandemic	\$61,487.00

2.	<i>Administration</i>	<i>Planning and administration activities salaries and benefits</i>	<i>\$10,850.00</i>
	Total Lewistown Borough CDBG Funding:		<i>\$72,337.00</i>

	BROWN TOWNSHIP	PROJECT ACTIVITY	FUNDING AMOUNT
1.	<i>Laptop Devices for Mifflin County Students</i>	<i>Purchase laptops for students residing in Mifflin County who are either Special Education Students or LMI students to aid in remote learning if schools are unable to resume in-person classes due to the COVID-19 pandemic</i>	<i>\$49,904.00</i>
2.	<i>Administration</i>	<i>Planning and administration activities salaries and benefits</i>	<i>\$10,954.00</i>
	Total Brown Township CDBG Funding:		<i>\$60,858.00</i>

	DERRY TOWNSHIP	PROJECT ACTIVITY	FUNDING AMOUNT
1.	<i>Laptop Devices for Mifflin County Students</i>	<i>Purchase laptops for students residing in Mifflin County who are either Special Education Students or LMI students to aid in remote learning if schools are unable to resume in-person classes due to the COVID-19 pandemic</i>	<i>\$57,122.00</i>
2.	<i>Administration</i>	<i>Planning and administration activities salaries and benefits</i>	<i>\$12,538.00</i>
	Total Derry Township CDBG Funding:		<i>\$69,660.00</i>

	GRANVILLE TOWNSHIP	PROJECT ACTIVITY	FUNDING AMOUNT
1.	<i>Laptop Devices for Mifflin County Students</i>	<i>Purchase laptops for students residing in Mifflin County who are either Special Education Students or LMI students to aid in remote learning if schools are unable to resume in-person classes due to the COVID-19 pandemic</i>	<i>\$52,212.00</i>
2.	<i>Administration</i>	<i>Planning and administration activities salaries and benefits</i>	<i>\$11,461.00</i>
	Total Granville Township CDBG Funding:		<i>\$66,673.00</i>

b. That the Chairman of this Board of Commissioners is hereby authorized and directed to execute on behalf of Mifflin County and, Brown, Derry, and Granville Townships and the Borough of Lewistown the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development

Block Grant – Coronavirus funds for the purposes aforesaid and any such certifications and/or agreements as may be required to accept and implement the proposed program and activities.

- c. That the various plans and policies previously adopted by the County and on behalf of, Brown Township, Derry Township, and Granville Townships and the Borough of Lewistown for federally assisted community development programs (including plans for equal opportunity for minority and women owned business enterprises, Section 3 firms, fair housing, residential anti-displacement and relocation assistance plan, citizen participation plan, and procurement policy) are applicable to the FFY 2020 CDBG-CV Program.*
- d. if CDBG-CV funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the Mifflin County Commissioners and on behalf of, Brown Township, Derry Township, and Granville Townships and the Borough of Lewistown agree to repay the proportion deemed ineligible from non-federal resources.*
- e. The Community Needs Assessment developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and*
- f. The Chairman of the Board of Commissioners of Mifflin County is empowered to place his signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the Mifflin County Commissioners.*

Motion was made by Commissioner Postal to approve Resolution No. 48 of 2020 on behalf of Brown, Derry and Granville Township Supervisors and Lewistown Borough Council to approve the FFY 2020 CDBG-CV Application. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- G. Resolution No. 49 of 2020 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. 49 of 2020
RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS 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 to 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 mcplanning@mifflinco.org 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.

Ms. Fultz discussed that this is restating the Fair Housing Policy that must be done annually as required by DCED for the CDBG grants. This information was posted in the Lewistown Sentinel and explains the process to follow if an individual feels they've been discriminated against in regard to housing.

Motion was made by Commissioner Postal to approve Resolution No. 49 of 2020 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. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

H. Resolution No. 50 of 2020 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. 50 of 2020
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 feedback 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 2020 – 2021.
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.

Ms. Fultz explained that this is an annual renewal stating that all public meetings will be accessible to individuals with disabilities. Procedures are in place to provide adequate access to all public meetings.

Motion was made by Commissioner Postal to approve Resolution No. 50 of 2020 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. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- I. Request for exoneration of 2020 county real estate tax bill and relieve the Tax Collector from collecting this bill:

Parcel No. 21,10-0122A,056 located in Wayne Township – out-buildings have been removed - \$3.94

Motion was made by Commissioner Postal to approve the request for exoneration of 2020 county real estate tax bill – Parcel No. 21,10-0122A,056 located in Wayne Township - \$3.94. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- J. Request for refund of a portion of the 2020 County real estate taxes:

- Parcel No. 04,01-0110 located in Lewistown Borough – acreage error - \$37.09

Motion was made by Commissioner Postal to approve the request for refund of a portion of the 2020 County real estate taxes – Parcel No. 04,01-0110 located in Lewistown Borough – acreage error - \$37.09. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

- K. Assurance of Compliance for the 2020-2021 Human Services Plan

Ms. Fisher discussed that this is just stating that the Human Services plan was completed and submitted for the fiscal year. This is done every year.

Motion was made by Commissioner Postal to approve the assurance of compliance for the 2020-2021 Human Services Plan. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

L. Medical Assistance Transportation Program (MATP) Quarterly Cost Report

M. Medical Assistance Transportation Program (MATP) Grant Agreement and allocation for the fiscal year 2020-2021 - \$457,048.00

Ms. Sunderland spoke about both Items L. and M. She thanked the Commissioners for allowing Call-A-Ride Service to provide transportation to the community. At the end of the fourth quarter, the single rate changed from \$25 to \$45 due to the drastic decrease in trips. After receiving the year-end report, Medical Assistance recommended the rate be increased to cover costs since trips were down. This cost does not flow through to the passenger since they don't pay for this service.

N. Census Grant Amendment

Ms. Fisher mentioned that the Human Services Department applied for funds to do outreach for the Census. The grant was supposed to run through the end of October but the funder has asked that all receipts be in by the end of September. With COVID, some of the planned events were cancelled, so a revision has been requested. Said revision is before you today for approval. This revision changes some dates and amounts.

Motion was made by Commissioner Postal to approve the Census Grant Amendment. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

O. Act 152 Application from Granville Township for 25 Henrietta Street not to exceed \$7,127.00

Mr. Marks explained that Granville Township has purchased the property at 25 Henrietta Street and would like to demolish it. Said property has been vacant for 10 years and has been on the repository list twice. Following the demolition, the property would be left vacant. Act 152 funds are used for blight remediation and will pay 50% of the costs associated with demolition up to a certain amount. The total cost of this project is \$14,254.00, with Granville Township requesting \$7,127.00 of Act 152 funds. This property will remain in the ownership of Granville Township. As part of our agreement, if the municipality would sell the property at a future time, the County would be reimbursed a pro-rata share to place back into the blight remediation program.

Motion was made by Commissioner Postal to approve the Act 152 Application from Granville Township for 25 Henrietta Street not to exceed \$7,127.00. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

P. Bids for the Demolition of 73 North Main Street, Milroy, CDBG Project:

- G&R Excavating & Demolition - \$35,677.00*
- Earthmovers Unlimited - \$41,862.00*
- Mike's Landscaping & Excavating - \$48,645.00*

Mr. Marks discussed that bids for this project were received on August 4, 2020. The project involves demolition and site cleanup of 73 N. Main Street. The Township has obtained temporary conservatorship of the vacant property and has requested CDBG

funds for the demolition of said property. There is available funding to cover the base bid and alternate #2, which will include grass over the area. Mr. Marks is requesting approval of the low bid of \$35,677.00 from G&R Excavating & Demolition and authorization for the Chairman to sign all of the documents associated with this project. After the project is completed, the conservatorship will be lifted and a lien placed on the property. Most likely, this property will end up at the upset sale and then the judicial sale after that. The liens on the property will likely be more than the project is worth.

Motion was made by Commissioner Postal to approve G&R Excavating & Demolition - \$35,677.00 for the demolition of 73 North Main Street, Milroy, CDBG Project. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

Q. Award the following construction contracts upon receipt of fully executed contracts, bonds, insurances and additional detail pertaining to Alternates indicated below:

- General Construction (Contract #1): Lobar, Inc. (from Dillsburg, PA)*

<i>Base Bid</i>	<i>\$2,023,000.00</i>	
<i>Add Alternate #3A</i>	<i>\$32,000.00</i>	<i>(Alternate alumn. Windows of a standard color)</i>
<i>Deduct Alternate #3B</i>	<i>\$3,500.00</i>	<i>(Alternate metal trim color)</i>
<u><i>Add Alternate #5</i></u>	<u><i>\$77,000.00</i></u>	<u><i>(Add Streetscape)</i></u>
	<i>Total Contract #1</i>	<i>\$2,128,500.00</i>

- HVAC Construction (Contract #2): Hosler Corp (from Berwick, PA)*
Base Bid Contract #2 \$380,900.00
- Electrical Construction (Contract #4): Lobar, Inc. (from Dillsburg, PA)*
Base Bid Contract #4 \$505,200.00
- Options for the following contract is being pursued: Plumbing & Fire Protection (Contract #3)*

Motion was made by Commissioner Postal to award the construction contracts upon receipt of fully executed contracts, bonds, insurances and additional detail pertaining to Alternates listed above. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

R. Storage Rental Agreement with Orchard Hill Storage, Inc., Burnham, PA - \$140.00 per month

Motion was made by Commissioner Postal to approve the storage rental agreement with Orchard Hill Storage, Inc., Burnham, PA - \$140.00 per month. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

S. Letter of Amendment to the Master Consultant Agreement and attached Work Statement No. 5 with Delta Development Group to extend the agreement for an additional twelve months, beginning July 6, 2020 and ending July 6, 2021 for \$3,000.00 per month

Motion was made by Commissioner Postal to approve Letter of Amendment to the Master Consultant Agreement and attached Work Statement No. 5 with Delta Development Group to extend the agreement for an additional twelve months, beginning July 6, 2020 and ending July 6, 2021 for \$3,000.00 per month. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

T. Report on CARES Grants to Businesses, Non-Profits and Municipalities

Mr. Colussy explained that Mifflin County received \$4.1 Million in federal funding through the CARES Act to offset a variety of issues caused by the COVID 19 pandemic. The Mifflin County Planning Department, MCIDC, Chamber of Commerce and Mifflin County Human Services Department along with administrative assistance from SEDA-COG will be available to assist local businesses, non-profits, municipalities and broadband providers in obtaining grant funding. The grants are being released today and applications for assistance are now available. Small businesses and non-profits are required to have applications submitted within 10 business days, or by September 2, 2020. Municipalities and broadband providers will need to have applications submitted within 25 business days or by September 24, 2020. Questions regarding small businesses and non-profits should be directed to MCIDC at www.MCIDC.org or 717-242-0393. The Mifflin County Human Services Department is also available to provide assistance via telephone at 717-242-5452 or by emailing Allison Fisher at afisher@mifflinco.org. Municipalities and broadband providers should contact the Mifflin County Planning Department with questions at www.mcplanning@mifflinco.org or 717-242-0887. Information is also available at www.restoremifflincounty.com. These funds must be allocated by November 30, 2020 with the final date to be invoiced set at December 30, 2020. Any funds not allocated by Counties by November 30, 2020 will be reallocated using the same formula used for the initial distribution of funds. If funds are redistributed, they will be sent out by December 15, 2020 and Counties will have 15 days to spend any additional funds.

Commissioner Postal pointed out that every County in PA received grant funding based on population, therefore, it is very important that the Census get a complete count of all individuals residing within Mifflin County.

Mr. Colussy reiterated that these funds are a grant, not a loan and as such do not need to be repaid.

U. Personnel:

- Hiring of Conner Dicken for part-time Corrections Officer effective August 24, 2020
- Hiring of Elizabeth Farrell for Victim/Witness Services Aide effective August 25, 2020

Motion was made by Commissioner Postal to accept the above personnel items. Chairman Sunderland stepped from Chair to second the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Chairman Sunderland adjourned the meeting at 9:47 a.m.

Secretary

ATTEST:

Chief Clerk