

Lewistown, PA

February 17, 2022

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, February 17, 2022 at 9:00 a.m. In attendance were Commissioners Kevin Kodish; Mark Sunderland; Robert Postal; Chief Clerk Cathy Romig; Solicitor Stephen Snook; Treasurer Diane Griffith; and Fiscal Affairs Assistant Makyla Henry.

No one was present from The Sentinel.

Guests present were Chief Probation Officer Nick Wolfkiel, Doug Marks, Chastity Fultz, Children and Youth Administrator Nicole Patkalitsky, Auditor Helen Kirk, Emergency Services Director Phil Lucas, Human Services Director Allison Fisher, Elections/Veterans Affairs Director James Conway, Drayton Price and Marlaina Boozel from MCTV.

The meeting was called to order at 9:00 a.m. by Commissioner 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 February 3, 2022 & February 7, 2022. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable

Ck. #'s 136181-136342 and EFT #'s 29127-29234 in the amount of \$704,489.37

2. Payroll

Ck. #'s 79317-79325 and Direct Deposit Advice #'s 42664-42898 in the amount of \$360,470.05

3. 911 Account

Ck. #'s 52313-52317 and EFT #'s 20885-20887 in the amount of \$21,577.80

4. CDBG Account

Ck. # 1587-1589 in the amount of \$271,130.38

5. LEPC Account

Ck. #'s 1544 in the amount of \$161.79

6. Act 137 Account

Ck. # 3130-3131 in the amount of \$1,300.48

Motion was made by Commissioner Postal to approve payment of bills as listed above. Commissioner Kodish seconded the motion. The motion was unanimously approved.

V. Treasurer's Report:

**TREASURER'S REPORT
2/2/2022-2/15/2022**

General Account Starting Balance	\$292,659.28
DEBITS	
Deposits Receipts #109933-110083	557,098.84
Transfer from	0.00
Transfer from CAPITAL RESERVE	550,000.00
Transfer from 911	0.00
Voided Checks	0.00
Transfer from LEPC	408.54
Interest	0.00
TOTAL DEBITS	\$1,107,507.38
CREDITS	
Bills Paid CK's 136181-136342 EFT #'s 29127-29234	704,489.37
Transfer to Payroll CKS 79317-79325, DD 42664-42898	360,470.05
ADJUSTMENT	0.00
NSF CHECKS	0.00
	0.00
TOTAL CREDITS	\$1,064,959.42
<u>Ending Balance (Interest @ 0.500% as of 2/15/2022)</u>	<u>\$335,207.24</u>
Liquid Fuels	
Invested at JV Bank @ 0.500% as of 2/15/2022	\$264,510.27
Liquid Fuels - Act 89	
Invested at JV Bank @ 0.500% as of 2/15/2022	\$441,812.83
911 Telephone Account	
Invested at JV Bank @ 0.500% as of 2/15/2022	\$767,657.31
LEPC	
Invested at JV Bank @ 0.500% as of 2/15/2022	\$20,835.27
Local Use Fund	
Invested at JV Bank @ 0.500% as of 2/15/2022	\$538,844.25
Capital Reserve Account	
Invested at JV Bank @ 0.350% as of 2/15/2022	\$9,261,305.23
Report Subject to Audit	

Motion was made by Commissioner Postal to approve the Treasurer's Report as received, subject to audit. Commissioner Kodish seconded the motion. The motion was unanimously approved.

VI. Meetings and Events:

Chairman Sunderland:

*Retirement Board
Elected Official Salary Meeting
Meeting on Act 152 Funding
Conservation District
Call Senator Casey's Office
Internal Meeting*

Commissioner Postal:

*Retirement Board
JVBDS Executive Committee
Elected Officials/Salary Board
SEDA-COG Joint Rail Authority
Greater Lewistown Corporation
Central Counties Youth Center
JVBDS Finance Staff
Act 152/Budget Discussion
Human Services Development
NACO/Presidents Call
Internal Meetings: MCCF, Elections,
Mapping, Tax Services, MCPD, and 911*

Commissioner Kodish:

*SEDA-COG Executive Committee
Retirement Board
Mifflin-Juniata COVID Advisory Board
Juniata River Valley Visitors Bureau
COVID Testing Site Planning
Board of Elections
Act 152 Application
Library Board
SEDA-COG Board Agenda Planning
Senator Casey Briefing on Funds
911/GIS Planning*

VII. Public Comment:

None.

VIII. New Business:

A. CDBG Public Hearing

Ms. Fultz started out the public hearing by saying she is here to discuss the 2020 CDBG CV funds. Funds were given to us as a part of the cares act in 2020. Those funds were initially targeted for the laptops for the Mifflin County students. That project has gone away, and we are actively looking for another project. Last fall we started looking into

HVAC projects for areas with moderate to low income, such as the homeless shelter and senior centers. At the time, youth centers such as the Lumina Center were looked into for the HVAC project, but according to certain guidelines the Lumina Center is open to all youth, not troubled youth, so the Lumina Center did not qualify. We have looked at shelter services, the Lewistown Senior Center over the The Heights, and the Yeagertown Senior Center in Derry Township. The Yeagertown Senior Center is for Derry Township residents, so that does not become a fair share project. However, the shelter services and Lewistown Senior Center are open to everyone in Mifflin County, so they are fair share projects. Brown, Derry, Granville, and Lewistown are all contributing to these projects. Public hearings were held last week at their meetings, and they each adopted resolutions. We would like to reduce the laptop devices for the Mifflin County student projects in the county CDBG CV funds by a total of \$79,679.10. We would like to add the shelter services HVAC project in the amount of \$46,309.10, and the Lewistown Senior Center HVAC project in the amount of \$33,370.00. If there isn't any public comments I would like to ask the commissioners to adopt the resolutions upon conclusion of the public hearing. Commissioner Postal asked if the amounts above will complete those projects. Ms. Fultz said yes it will complete the HVAC projects, and there will still be some money left over in Mifflin County. We are continuing to explore other projects, and we do not anticipate any future fair share projects, because Derry Township is going to use a bulk of their funds for the Yeagertown Senior Center HVAC improvements.

- B. Resolution No. 2022-4 of the Mifflin County Commissioners and on behalf of Brown, Derry, and Granville Township Supervisors and Lewistown Borough Council to approve budget modifications to the FFY 2020 CDBG-CV Program*

RESOLUTION NUMBER 2022-4

**RESOLUTION OF THE
MIFFLIN COUNTY COMMISSIONERS (MCC)
ON BEHALF OF THE BROWN, DERRY AND GRANVILLE TOWNSHIP
SUPERVISORS and LEWISTOWN BOROUGH COUNCIL,
APPROVING BUDGET MODIFICATIONS TO THE FFY 2020 CDBG-CV PROGRAM**

WHEREAS, *the Mifflin County Commissioners and on behalf of the Brown, Derry and Granville Township Supervisors and Lewistown Borough Council funded the fair share project of Laptop Devices for Mifflin County Students; and*

WHEREAS, *the Laptop Devices for Mifflin County Students Project will not be completed as the Mifflin County School District purchased devices for every student and negated the need for this project and the funds need to be reallocated to another eligible and fundable project; and*

WHEREAS, *the Mifflin County Commissioners and on behalf of the Brown, Derry and Granville Township Supervisors and Lewistown Borough Council are desirous of creating and funding the fair share project of Shelter Services HVAC Project;*

WHEREAS, *the Mifflin County Commissioners and on behalf of the Brown, Derry and Granville Township Supervisors and Lewistown Borough Council are desirous of creating and funding the fair share project of Lewistown Senior Center HVAC Project;*

WHEREAS, *the Brown Township Supervisors, Derry Township Supervisors and Granville Township Supervisors each adopted a resolution on February 7, 2022 during their regular meetings and the Lewistown Borough Council adopted a resolution on February 9, 2022 during their regular meetings approving said budget modifications and authorizing the Mifflin County Planning and Development Department to complete and submit said modification request and required documentation to the Pennsylvania Department of Community and Economic Development (PA-DCED) for review and approval;*

WHEREAS, the Brown Township Supervisors, Derry Township Supervisors and Granville Township Supervisors each conducted separate public hearings on Monday, February 7, 2022 and the Lewistown Borough Council conducted a public hearing on Wednesday, February 9, 2022 in accordance with the County's Citizen Participation Plan;

WHEREAS, it is the requirement of the PA-DCED to modify the FFY 2020 program funding budget, so as to complete the following actions:

1. Reduce the FFY 2020 Mifflin County Laptop Devices for Mifflin County Students Project to a balance of \$51,216.83.
2. Reduce the FFY 2020 obo Brown Township Laptop Devices for Mifflin County Students Project to a balance of \$34,164.75.
3. Delete the FFY 2020 obo Derry Township Laptop Devices for Mifflin County Students Project.
4. Reduce the FFY 2020 obo Granville Township Laptop Devices for Mifflin County Students Project to a balance of \$32,311.79.
5. Reduce the FFY 2020 obo Lewistown Borough Laptop Devices for Mifflin County Students Project to a balance of \$29,646.66.
6. Add the FFY 2020 Mifflin County Shelter Services HVAC Project in the amount of \$46,309.10.
7. Add the FFY 2020 obo Brown Township Shelter Services HVAC Project in the amount of \$8,572.11.
8. Add the FFY 2020 obo Derry Township Shelter Services HVAC Project in the amount of \$15,469.21.
9. Add the FFY 2020 obo Granville Township Shelter Services HVAC Project in the amount of \$10,838.30.
10. Add the FFY 2020 obo Lewistown Borough Shelter Services HVAC Project in the amount of \$17,341.28.
11. Add the FFY 2020 Mifflin County Lewistown Senior Center HVAC Project in the amount of \$33,370.00.
12. Add the FFY 2020 obo Brown Township Lewistown Senior Center HVAC Project in the amount of \$6,177.00.
13. Add the FFY 2020 obo Derry Township Lewistown Senior Center HVAC Project in the amount of \$11,147.00.
14. Add the FFY 2020 obo Granville Township Lewistown Senior Center HVAC Project in the amount of \$7,810.00.
15. Add the FFY 2020 obo Lewistown Borough Lewistown Senior Center HVAC Project in the amount of \$12,496.00.
16. Add the FFY 2020 obo Derry Township Yeagertown Senior Center HVAC Project in the amount of \$28,718.97.

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

1. That the program modifications affecting the FFY 2020 program budget are approved by the Mifflin County Commissioners and on behalf of the Brown, Derry and Granville Township Supervisors and Lewistown Borough Council through the adoption of this Resolution.
2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification request and required documentation to the PA-DCED for review and approval.

BE IT FURTHER RESOLVED, if CDBG funds are determined by the PA-DCED to be expended on ineligible program costs or do not meet a national objective, the Mifflin County Commissioners, Brown Township Supervisors, Derry Township Supervisors, Granville Township

Supervisors and Lewistown Borough Council agree to repay the proportion deemed ineligible from non-federal sources.

I HEREBY CERTIFY that the above is a true and correct copy of a resolution adopted at a public meeting of the Mifflin County Commissioners held on Thursday, February 17, 2022.

Motion was made by Commissioner Kodish to be approved. Commissioner Postal seconded the motion. The motion was unanimously approved.

- C. *Resolution No. 2022-5 of the Mifflin County Commissioners and on behalf of Derry Township Supervisors approving budget modifications to the FFY 2019 CDBG Program*

RESOLUTION NUMBER 2022-5

**RESOLUTION OF THE
MIFFLIN COUNTY COMMISSIONERS (MCC)
ON BEHALF OF THE DERRY TOWNSHIP SUPERVISORS (DTS),
APPROVING BUDGET MODIFICATIONS
TO THE FFY 2019 CDBG PROGRAM**

WHEREAS, *the DTS and the Mifflin County Commissioners (MCC) on behalf of the DTS funded the Demolition of 547 Woodland Avenue Project in FFY 2019 in the amount of \$71,533.00; and*

WHEREAS, *the DTS and MCC on behalf of the DTS are desirous of reducing the budget for the Demolition of the 547 Woodland Avenue Project to \$28,691.97; and*

WHEREAS, *the DTS and the MCC on behalf of the DTS are desirous of creating and funding the Yeagertown Senior Center HVAC Project in the amount of \$42,841.03; and*

WHEREAS, *the DTS adopted a resolution on February 7, 2022 approving said budget modifications and authorized the Mifflin County Planning and Development Department to complete and submit said modification request and required documentation to the (PA-DCED) for review and approval;*

WHEREAS, *the DTS conducted a public hearing on Monday, February 7, 2022, in accordance with the County's Citizen Participation Plan;*

WHEREAS, *it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to modify the Derry Township FFY 2019 program funding budget, so as to complete the following actions:*

- 1. Reduce the Demolition of 547 Woodland Avenue Project in FFY 2019 to a balance of \$28,691.97.*
- 2. Add the Yeagertown Senior Center HVAC Project to FFY 2019 in the amount of \$42,841.03.*

NOW, THEREFORE, BE IT RESOLVED, *by the MCC as follows:*

1. That the program modifications affecting the Derry Township FFY 2019 program budget is approved by the MCC on behalf of the DTS through the adoption of this Resolution.

2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification request and required documentation to the (PA-DCED) for review and approval.

I hereby certify that the above is a true and correct copy of a resolution adopted at a public meeting of the Mifflin County Commissioners held on Thursday, February 17, 2022.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- D. Resolution No. 2022-6 of the Mifflin County Commissioners and on behalf of Brown Township Supervisors approving budget modifications to the FFY 2018 CDBG Program*

RESOLUTION NUMBER 2022-6

**RESOLUTION OF THE
MIFFLIN COUNTY COMMISSIONERS (MCC)
ON BEHALF OF THE BROWN TOWNSHIP SUPERVISORS (BTS),
APPROVING BUDGET MODIFICATIONS
TO THE FFY 2018 CDBG PROGRAM**

WHEREAS, the BTS and the MCC on behalf of the BTS, funded the Mifflin County Youth Park ADA Upgrades to Restrooms Project in FFY 2018 in the amount of \$2,825.40 and the ADA Ramps and Truncated Domes project in FFY 2018 in the amount of \$61,145.00;

WHEREAS, the BTS and the MCC on behalf of the BTS have decided to delete the Mifflin County Youth Park ADA Upgrades to Restrooms project in the amount of \$2,825.40; reduce ADA Ramps and Truncated Domes project by \$35,505.00, leaving a balance of \$25,640.00; and create the Walnut Street Sidewalk Phase 1 project in the amount of \$38,330.40;

WHEREAS, the BTS adopted a resolution on February 7, 2022 approving said budget modifications and authorized the Mifflin County Planning and Development Department to complete and submit said modification request and required documentation to the (PA- DCED) for review and approval;

WHEREAS, the BTS conducted a public hearing on Monday, February 7, 2022, in accordance with the County's Citizen Participation Plan;

WHEREAS, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to modify the Brown Township FFY 2018 program funding budget, so as to complete the following actions:

1. Delete the FFY 2018 Mifflin County Youth Park ADA Upgrades to Restrooms project in the amount of \$2,825.40.
2. Reduce the FFY 2018 ADA Ramps and Truncated Domes project by the amount of \$35,505.00.
3. Add the Walnut Street Sidewalk project to FFY 2018 in the amount of \$38,330.40.

NOW, THEREFORE, BE IT RESOLVED, by the MCC as follows:

1. That the program modifications affecting the Brown Township FFY 2018 program budget is approved by the MCC on behalf of the BTS through the adoption of this Resolution.
2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification request and required documentation to the (PA- DCED) for review and approval.

I hereby certify that the above is a true and correct copy of a resolution adopted at a public meeting of the Mifflin County Commissioners held on Thursday, February 17, 2022.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- E. Request for exoneration of 2021 supplemental county real estate tax bill and relieve the Tax Collector from collecting this bill:*

- *Parcel No. 13,04-0135F located in Bratton Township - \$653.15 – will be re-billed with the 2022 county billing*

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. Project Modification request for the Mifflin County Co-Responders Program

Ms. Fisher said we are nearing the last final six (6) months of the project, and we are making sure we spend down all the funds the best we can, and to that end we are requesting to move \$9,725.00 out of travel and move the amount into consultants. We are also taking \$832.00 out of supplies and also moving that into consultants. Consultants is the actual Co-Responders position.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. Purchase of Service Agreement for use, if needed, by Children and Youth for the period July 1, 2021 through June 30, 2022:

- *Rebecca Fite, Lewistown, Pa*
- *Kids Korner Learning Center, Sunbury, Pa*
- *Concern Professional Services, Fleetwood, Pa*
- *Bethesda Lutheran Services, Meadville, Pa*

Ms. Patkalitsky spoke and said Rebecca Fite and Kids Korner Learning Center is child care for kinds in foster care. Concern Professional Services is both foster care services, boy's group home and community residential services to both dependent and delinquent youth. Bethesda Lutheran Services is residential behavior health services for both dependent and delinquent youth. We are contracted with them to provide services and residential for a child that is in our care and is pregnant. Commissioner Kodish asked what determines the facility the child is sent too. Ms. Patkalitsky said we call facilities and see they will accept the child, depending on the kids that are already there.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

H. Tax Claim 2022 Fees and Costs

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. Court Interpreter Services Grant - \$7,626.25

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

J. Mifflin County Intermediate Punishment Treatment Program Modification for the period July 1, 2021 through June 30, 2022:

- *Tri-County Drug and Alcohol Commission – not to exceed \$2,483.00*

Mr. Wolfkiel spoke and said this is our agreement through the IP grant. Commissioner Postal asked if there will be another one since this one is over in June. And Mr. Wolfkiel said they usually have good luck with it and are hopeful they receive another one.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

K. Mifflin County Adult Treatment Court Expansion agreements:

- *Brighter Visions Counseling – not to exceed \$9,725.00*
- *Tri-County Drug and Alcohol Commission – not to exceed \$7,125.00*

Mr. Wolfkiel said this is our agreement through the adult treatment court grant with our providers.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- L. Allocate \$4,900.00 of Act 152 funds to demolish a structure owned by the YMCA and located at 107 2nd Avenue, Burnham, Pa*

Mr. Marks said there is a program called Act 152 program and a county wide demolition project which are funds assessed based on the Register and Recorders recording fees. Those funds for each recording that are collected are eligible for the demolition for someone in the county. Municipalities or non-profits can qualify for these funds. The first non-profit that applied was the Juniata Valley YMCA. They have a deteriorated structure on a piece of property they own. The total project cost is \$9,800.00. They requested 50% or \$4,900.00, and they will pay the other half themselves. The structure was deemed condemned by the Burnham Borough. The space will then be used for additional parking for the YMCA.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- M. HVAC Service Agreements Renewals with Controls, Service, and Engineering Co., Inc., New Cumberland, Pa, for Mifflin County 911 sites for the period April 1, 2022 through April 1, 2023:*

- *Allensville Tower - \$874.00 per year*
- *Blue Mountain Tower - \$1,258.00 per year*
- *Jack's Tower - \$874.00 per year*
- *New Lancaster Tower - \$874.00 per year*

Mr. Lucas spoke and said there are four (4) agreements for four (4) of our 911 tower sites. It is to provide maintenance and service as needed, and to make sure the HVAC system is working properly with all of the equipment that is inside the towers.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- N. Twenty-year Agreement with Skills of Central Pennsylvania, Inc. for payment in lieu of taxes*

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- O. Personnel:*

- *Resignation of Elyse Baisey from Administrative Assistant Paralegal in the Public Defender's office effective February 28, 2022*
- *Transfer of Marissa Rishel from Human Services to Public Defender Administrative Assistant/Paralegal effective February 25, 2022*
- *Promotion of Joseph Ciccolini from part-time to full-time Corrections Officer effective February 20, 2022*
- *Resignation of part-time Corrections Officer Colby Brindle effective February 5, 2022*
- *Resignation of Judicial Law Clerk Rebecca Bain effective February 25, 2022*
- *Hiring of Chantz Swartz and Thomas Harris V, for Probation Officers effective February 28, 2022*

IX. Adjournment:

With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:20 am.

Secretary

ATTEST:

Chief Clerk