

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, November 3, 2022 at 9:00 a.m. In attendance were Commissioners Robert Postal and Kevin Kodish; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Affairs Assistant Charity Larson. Commissioner Sunderland was absent.*

*Guests present were, Treasurer Diane Griffith, Physical Plant Director Lonnie Griffith, Children and Youth Services Administrator Nicole Patkalitsky, Planning Director Mark Colussy, CDBG Housing Rehab Specialist Doug Marks, Elections Director Paula Hoffman, Helen Kirk, Frank Eward, Juanita Byler, Robert Fultz, Rufus Peachey, Christopher Simone, David Ranger, and Zeyda Frye and Ella Knepp from MCTV.*

*The meeting was called to order at 9:00 a.m. by Commissioner Postal.*

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

**II. Pledge of Allegiance:** *The Pledge of Allegiance was said by all present.*

**III. Approval of Minutes:**

*Motion was made by Commissioner Kodish to accept the minutes of the Regular Meeting of October 20, 2022. Commissioner Postal seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

1. *General Fund, Accounts Payable*

*Ck. #'s 139285-139436 EFT #'s 30282-30299 in the amount of \$889,408.81*

2. *Payroll Account*

*Ck. #'s 79499-79509 and Direct Deposit Advice #'s 46951-47172 in the amount of \$417,149.16*

3. *911 Account*

*Ck. # 52459-52470 and EFT #'s 20962-20966 in the amount of \$91,734.22*

4. *LEPC Account*

*Ck. # 1564 in the amount of \$55.78*

5. *Liquid Fuels Account*

*Ck. #'s 1713-1714 in the amount of \$21,227.40*

6. *CDBG Account*

*Ck. # 1621-1624 in the amount of \$23,777.40*

7. *Liquid Fuels Act 89 Account*

*EFT # 8122 in the amount of \$50.87*

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

V. *Treasurer's Report:*

**TREASURER'S REPORT**  
**10/19/2022-11/1/2022**

**General Account** Starting Balance **\$6,275,958.72**

**DEBITS**

Deposits Receipts #113401-113553	659,598.43
Transfer from	
Transfer from CAPITAL RESERVE	0.00
Transfer from 911	0.00
Voided Checks	0.00
Transfer from LEPC	0.00
Adjustment	0.00
Interest	14,513.91
<b>TOTAL DEBITS</b>	<b>\$674,112.34</b>

**CREDITS**

Bills Paid CK #'S 139285-139436 EFT #'S 30282-30299	889,408.81
Transfer to Payroll CKS 79499-79509, DD 46951-47172	417,149.16
NSF	
Check	
Transfer to SFPP	0.00
<b>TOTAL CREDITS</b>	<b>\$1,306,557.97</b>

Ending Balance (Interest @ 2.300% as of 11/1/2022) **\$5,643,513.09**

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**Liquid Fuels**

Invested at JV Bank @ 2.300% as of 11/1/2022 \$282,092.40

**Liquid Fuels - Act 89**

Invested at JV Bank @ 2.300% as of 11/1/2022 \$463,935.14

**911 Telephone Account**

Invested at JV Bank @ 2.300% as of 11/1/2022 \$785,882.07

**LEPC**

Invested at JV Bank @ 0.750% as of 11/1/2022 \$25,723.95

**Local Use Fund**

Invested at JV Bank @ 2.300% as of 11/1/2022 \$479,833.08

**Capital Reserve Account**

Invested at JV Bank @ 0.500% as of 11/1/2022 \$8,823,165.01

Report Subject to Audit

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

**VI. Meetings and Events:**

*Chairman Sunderland:*

*Salary Board (2)  
Prison Board  
Human Services Quarterly Meeting  
County Engineer*

*Commissioner Postal:*

*Salary Board (2)  
CCAP Community & Economic  
Development Committee (2)  
Central Counties Youth Center  
SEDA-COG Natural Gas Co-op Board  
Mental Health Providers Council  
CCAP Board of Directors  
Board of Elections  
MC Planning Commission  
MC Association of Elected Officials  
Mifflin Juniata Human Services  
CCAP Resolutions and Policy Committee  
JVBDS Executive Committee  
Prison Board  
CCAP Elections Webinar  
Various Internal Meetings: Maintenance,  
Fiscal, Elections, Veterans, MC Police, MC  
Correctional Facility*

*Commissioner Kodish:*

*Salary Board (2)  
SEDA-COG Board of Directors  
SEDA-COG Finance Committee  
SEDA-COG Executive Committee  
Mifflin County Elected Officials Dinner  
Human Services Quarterly Meeting  
Prison Board  
Election Briefing*

**VII. Public Comment:**

None

**VIII. New Business:**

A. Election update

Director of Elections Paula Hoffman stated all mail-in and absentee ballots have been mailed out at this time. A total of 2926 have been mailed and so far 2300 have been returned. Ms. Hoffman stressed that all return envelopes for mail-in and absentee ballots must be properly signed and dated as stated in the included directions for completion. Commissioner Kodish added any such ballots not appropriately signed and dated will not be counted but will be kept and set aside. Ms. Hoffman encouraged everyone to come out to vote stating the Elections office and all polling locations will be open to the public for voting purposes from 7:00 am to 8:00 pm on Election Day. She explained, if you did receive a mail-in ballot but would now like to vote at the polls, you may do so by bringing all five pieces of the mail-in ballot mailing to the appropriate polling location and surrendering all pieces at the poll. Commissioner Postal added that at this point people should not be mailing back ballots due to the lack of time left for the ballot to make it through the postal system. Mr. Postal stated mail-in and absentee ballots should be returned in the drop box at the courthouse or in the Elections office to assure they are received in time to be counted. Mr. Postal then opened the floor for public comment.

Juanita Byler asked how the camera on the courthouse drop box is monitored. Physical Plant Director Lonnie Griffith explained there is a monitor the security guards are able to watch. Ms. Byler asked if it is watched 24 hours a day. Mr. Griffith answered it is not because the drop box is only accessible when the courthouse is open which is Monday through Friday from 8:00 am to 4:00 pm meaning these are the same hours the camera is monitored. Ms. Byler then asked if a representative would be permitted to be present at the canvassing and pre-canvassing on Election Day. Ms. Hoffman explained it would be the same restrictions as for a poll watcher so they could have one person per party/per candidate in the room starting at 7:00 am. Mr. Christopher Simone asked if the drop box is emptied daily and how long the recording of the drop box monitor is kept. Ms. Hoffman confirmed the drop box is emptied one to two times every day and will be checked multiple times throughout the day on Election Day with the last time being at 8:00 pm. Mr. Griffith stated the recording is kept for 30 days. He is unaware of any requirements or special provisions to keep the recordings longer. Mr. Postal thanked the public for their interest and made a final statement that it is the intent of Mifflin County to run a free, fair, transparent, and secure election.

B. Request for exoneration of 2022 county portion per capita taxes:

- Menno Township Tax Collector Cynthia Clever - 2

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

C. Extension of contract with Zelenkofske Axelrod LLC, Harrisburg, PA, to perform the single audit for years ending December 31, 2023, 2024, 2025 and 2026:

- 2023 - \$62,188.00
- 2024 - \$64,050.00
- 2025 - \$65,970.00
- 2026 - \$67,950.00

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

D. Contract renewal with Geisinger Health Plan for employee group health coverage for the period January 1, 2023 through December 31, 2023

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

E. Request for Act 152 funds from Lewistown Borough to demolish a structure at 22 Ridge Road - \$23,557.50

Housing Rehab Specialist Doug Marks explained this is for a condemned house at 22 Ridge Road in Lewistown as part of the blight remediation program. The house is attached to another home and had been vacant for many years. The Borough of Lewistown purchased the home through the repository in the past and would like to demolish the structure and level the site afterwards. They will subsequently build a wall to make the remaining structure secure and water tight. The Borough will contribute \$43,310.00. This will be the eighth project through the Act 152 program.

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

F. Application of County Aid – 2022 Liquid Fuels Allocation:

- Oliver Township - \$3,176.00
- Wayne Township - \$4,931.00

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

G. Reappointments to the Mifflin County Conservation District:

- David Glick, Lewistown, PA – Farmer Director – four-year term
- Mark Sunderland, Milroy, PA – Commissioner Member – one-year term

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

H. Three-year Agreement with Berkshire Systems Group, Inc., Reading, PA for fire alarm, sprinkler tests and inspections.

Physical Plant Director, Lonnie Griffith stated this is a three year renewal for four buildings. It is required by law that testing be done twice a year.

	9/1/22-8/31/23	9/1/23-8/31/24	9/1/24-8/31/25
• Annex	\$608.00	\$638.00	\$670.00
• Courthouse	\$1,688.00	\$1,772.00	\$1,861.00
• Library	\$608.00	\$638.00	\$670.00
• Historic Courthouse	<u>\$608.00</u>	<u>\$638.00</u>	<u>\$670.00</u>
	<b>\$3,512.00</b>	<b>\$3,686.00</b>	<b>\$3,871.00</b>

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

I. Request for Act 13 funds for monument repair at Old Town Cemetery \$4,250.00

Planning Director Mark Colussy stated the funds for the monument repair would come from legacy funds for preservation. The Old Town Cemetery is a very important site for Mifflin County as it is the final resting place of many of local founders such as Dorcas Buchanan. It is important that such sites are preserved for future generations to enjoy and to maintain the integrity of local history.

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

J. Purchase of Service Agreements for use, if needed, by Children and Youth: (Children & Youth Administrator Nicole Patkalitsky)

- Reload Collaborative Counseling, Lewistown, PA
- Diversified Treatment Alternative Centers, LLC, Milton, PA

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

K. Personnel:

- Hiring of Part-time 911 Telecommunicator Greg Stottle effective October 24, 2022
- Transfer of Lisa Harris from 911 Data Analyst to Tax Claim Clerk effective October 31, 2022
- Promotion of Mackenzie Roush from Part-time Corrections Officer Full-time Corrections Officer effective October 30 2022
- Resignation of Law Clark Elizabeth Vanier effective November 4, 2022
- Resignation of Children and Youth Caseworker Allison Hess effective November 4, 2022

- Resignation of Children and Youth Caseworker III Hannah Wert effective November 11, 2022
- Hiring of Part-time Corrections Officers Trenton Kauffman, Khaleema Mack, and Tracy Celce effective November 14, 2022

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

***IX. Adjournment:***

*With no other business on the agenda, Commissioner Postal adjourned the meeting at 9:25 am.*

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*Secretary*

***ATTEST:***

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*Chief Clerk*