

Lewistown, PA

June 2, 2022

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, June 2, 2022 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Chief Clerk Cathy Romig; and Solicitor Stephen Snook.

Guests present were Treasurer Diane Griffith, Jim Zubler, Mifflin County Regional Police Chief Andre French, CYS Administrator Nicole Patkalitsky, Ralph Atkins, Planning Director Mark Colussy, MIS Director Aaron Felker, Human Services Director Allison Fisher, Physical Plant Director Lonnie Griffith, Children and Youth Staff; Chrissy Pauly, Megan McMahon, Brenda Dobson, Dillon Harlon, Casey O'Dell, Blaise Erzar, and Nathan Reese, Ella Knepp and Anastin Bilger from MCTV.

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

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 Postal to accept the minutes of the Regular Meeting of May 19, 2022. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable*

Ck. #'s 137538-137815 and EFT #'s 29623-29639 in the amount of \$573,750.51

2. *Payroll*

Ck. #'s 79397-79407 and Direct Deposit Advice #'s 44533-44769 in the amount of \$438,109.97

3. *911 Account*

Ck. #'s 52371-52378 and EFT #'s 20915-20920 in the amount of \$15,240.64

4. *CDBG Account*

Ck. #'s 1602-1605 in the amount of \$244,344.23

5. *LEPC Account*

Ch. #'s 1553-1555 in the amount of \$1,206.75

6. *Act 152 Account*

Ch # 5 in the amount of \$6,140.00

7. *Liquid Fuels Act 89 Account*

EFT # 8117 in the amount of \$63.38

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
5/18/2022-5/31/2022**

General Account Starting Balance	\$1,967,894.13
DEBITS	
Deposits Receipts #111481-111673	582,554.11
Transfer from	0.00
Transfer from CAPITAL RESERVE	10,000,000.00
Transfer from 911	0.00
Voided Checks	11,255.25
Transfer from LEPC	0.00
Interest	7,405.04
TOTAL DEBITS	\$10,601,214.40
CREDITS	
Bills Paid CK's 137538-137815 EFT #'s 29623-29639	573,750.51
Transfer to Payroll CKS 79397-79407, DD 44533-44769	438,109.97
ADJUSTMENT	0.00
Transfer to SFPP	1,833.42
TOTAL CREDITS	\$1,013,693.90
<u>Ending Balance (Interest @ 1.310% as of 5/31/2022)</u>	<u>\$11,555,414.63</u>
Liquid Fuels	
Invested at JV Bank @ 1.310% as of 5/31/2022	\$265,255.35
Liquid Fuels - Act 89	
Invested at JV Bank @ 1.310% as of 5/31/2022	\$442,794.30
911 Telephone Account	
Invested at JV Bank @ 1.310% as of 5/31/2022	\$1,026,913.15
LEPC	
Invested at JV Bank @ 1.310% as of 5/31/2022	\$22,536.40
Local Use Fund	
Invested at JV Bank @ 1.310% as of 5/31/2022	\$540,362.08
Capital Reserve Account	
	\$7,833,653.49
Invested at JV Bank @ 0.350% as of 5/31/2022	
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:

*Board of Elections
Salary Board
Insurance Review
Public Defender Review
Opioid Settlement Review
Prison Board
Belleville Memorial Day Parade*

Commissioner Postal:

*Board of Elections (2)
Salary Board
Mifflin County Academy Signing Day
Pa Rural Council Testimony/Wellsboro
DLI Staff
Mifflin County Insurance Review
JVBDS/GLC Relocation
CCAP Special Board Meeting
SEDA-COG Natural Gas Co-op Executive
Committee
CCAP Community &
Economic
Development Committee
Opioid Settlement Policy Committee
Mifflin County Academy General Advisory
Committee
Mifflin County Academy Perkins Committee
Prison Board
Mifflin County Planning Commission
Internal: Maintenance; MCCF; EMS; ARPA
Status; Public Defender*

Commissioner Kodish:

*Opioid Settlement Discussion
Prison Board
Perkins Committee
Perkins General Advisory Group
Memorial Day Parade – Belleville
CCAP Membership Call
Regional Services Property Committee
Board of Elections*

VII. Public Comment:

Mifflin County Regional Police Chief Andre French wanted to inform the Commissioners that he is the Coordinator of the Police Traffic Safety Grant. Chief French thanked the Commissioners for supporting this project. The project is about traffic safety and reducing motor vehicles accidents, reducing injuries and deaths on our county roads.

Mr. Ralph Aitkins ask if the election recount would cost the county any additional money. Solicitor Snook responded and said no additional county dollars would be spend on the recount. County employees are doing the recount without any additional hours.

Jim Zubler from DLI gave an update on the Local Economic Revitalization Tax Assistance Act (LERTA). The Borough of Lewistown passed this in August of 2020. LERTA is a tax abatement program. The Act is to incentivize redevelopment of aging or deteriorating commercial properties. Lewistown Borough also passed a companion ordinance for residential properties. The abatement is for ten years. The residential side is on a sliding scale decreasing by 10% each year. The Commercial side is 100% abatement for the first five years. Property owner must be current with taxes and up to code. This is exclusively for Lewistown Borough. Mifflin County School District also passed the ordinance. There

is one project that is currently pending and LERTA is very important to the project. It is the rehabilitation of the former Buchanon School.

VIII. New Business:

A. Proclamation – June 6-10, 2022 is Child Welfare Professionals Appreciation Week

Proclamation Recognizing the Staff of Mifflin County Children and Youth

WHEREAS, the week of June 6-10, 2022 has been proclaimed as Child Welfare Professionals Appreciation Week by Governor Wolf, recognizing the efforts of child welfare professionals serving the children of Pennsylvania; and

WHEREAS, every day in Mifflin County, local children are at risk of child abuse and neglect or have been removed from their homes due to such abuse and neglect; and

WHEREAS, we, the Commissioners of Mifflin County recognize the risks and the need to protect the children in the Commonwealth; and

WHEREAS, the challenging task of investigating child abuse, providing services to families, assessing safety, and providing services to ensure that the children of Mifflin County are provided with nurturance, family connections, support as they transition into adulthood, and services that allow a child to remain safely in their home or return home as expeditiously as possible falls to the child welfare professionals of Mifflin County's child welfare system; and

WHEREAS, the work of child welfare professionals may require them to enter into situations in which their personal safety may be put at risk, such as the COVID pandemic, throughout which caseworkers continued to conduct investigations and work with families in their homes, at great risk to their own health; and

WHEREAS, child welfare professionals work in difficult and emotional situations with children who have been victimized by physical abuse, sexual abuse, neglect, and other forms of maltreatment; and

WHEREAS, the professionals of Children and Youth must develop great skill in working with families who are in crisis situations, struggling with mental health challenges, suffering from drug and alcohol afflictions, poverty, and other difficult issues; and

WHEREAS, the professionals of Children and Youth must develop substantial knowledge and skills surrounding the rights of families, the laws surrounding child welfare, and the legal processes governing the system; and

WHEREAS, every year, child welfare professionals are injured or killed in their pursuit to protect children across the United States; and

WHEREAS, innumerable injuries and deaths of children in Mifflin County have been averted due to the efforts of Children and Youth; therefore, in special recognition of the efforts of Children and Youth serving the children of Mifflin County, We, the Commissioners of Mifflin County, do hereby issue this Proclamation recognizing the staff of Children and Youth for their dedicated efforts in protection the children of Mifflin County.

Proclaimed this 2nd day of June, 2022

Motion was made by Commissioner Postal to approve the Proclamation designating June 6-10, 2022 as Child Welfare Professionals Appreciation Week. Commissioner Kodish seconded the motion. The motion was unanimously approved.

Children and Youth Administrator Nicole Patkalitsky thanked the Children and Youth Staff for all their hard work.

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

- *Brown Township Tax Collector Cheryl Hartzler – 83*
- *Derry Township Tax Collector Bret Treaster – 109*

Motion was made by Commissioner Postal to approve the 2022 county portion per capita tax exoneration. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. Request for refund of a portion of County real estate taxes for 2022:

- *Parcel No. 14,16-0201 located in Brown Township – removal of structure - \$163.66*

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

D. Request for a refund of a portion of County real estate taxes for 2017-2020:

- Parcel No. 18,06-0109 located in Menno Township – error in the building value - \$760.04

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

E. Resolution No. 17 of 2022 Authorizing the Chairman to sign the Highway Safety Patrol Grant for sobriety checkpoints and expanded DUI/underage drinking enforcement

RESOLUTION No. 17 of 2022

BE IT RESOLVED, by authority of the Commissioners of Mifflin County and it is hereby resolved by authority of same, that the Chairman of the Mifflin County Commissioners be authorized and directed to sign the attached grant on its behalf.

ATTEST

County Of Mifflin
(Name of Municipality)

(Signature and designation of official title)

By: _____
Signature and designation of official title)

Cathy L. Romig, Chief Clerk
Print or type above name and title

Mark A. Sunderland, Chairman
Print or type above name and title

(SEAL)

I, Mark A. Sunderland, Chairman, Mifflin County Commissioners
(Name) (Official title)
of the County of Mifflin, do hereby certify that
(Name of governing body or municipality)

the foregoing is a true and correct copy of the Resolution adopted at

a regular meeting of the Mifflin County Commissioners,
(Name of governing body)

held the 2nd day of June, 2022 .

DATE: _____, 20

(Signature and designation of official title)

Mark A. Sunderland, Commissioner
Print or type above name/title

Motion was made by Commissioner Postal to approve Resolution No. 17 of 2022. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. Grant Agreements for the Homeless Assistance Program (HAP) for the period July 1, 2022 through June 30, 2023:

• Mifflin-Juniata Human Services	Case Management	\$5,800.00
• Mifflin-Juniata Human Services	Rental/Utility	\$4,942.00
• Shelter Services, Inc.	Emergency Shelter	\$9,000.00
• The Abuse Network, Inc.	Emergency Shelter	\$5,000.00
• Mifflin-Juniata Human Services	Administration	<u>\$2,749.00</u>
		\$27,491.00

Human Services Director Allison Fisher said these are the annual grant agreements for the Homeless Assistance Program. There are no changes and it is contingent on the state budget. If the allocation would change due to the state budget Ms. Fisher would come back to the Commissioners with amendments.

Motion was made by Commissioner Postal to approve the grant agreements for the Homeless Assistance Program. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. Human Services Department Fund (HSDF) Agency Contracts for the period July 1, 2022 through June 30, 2023:

• Shelter Services, Inc.	Emergency Shelter	\$1,542.00
• The Abuse Network, Inc.	Case Management	\$3,458.00
• Clear Concepts Counseling	Counseling	\$12,000.00
• Mifflin-Juniata Human Services	County Administration	\$5,000.00
• Mifflin-Juniata Human Services	Service Coordination	<u>\$28,000.00</u>
		\$50,000.00

Human Services Director Allison Fisher said these are the annual allocations. There are no changes.

Motion was made by Commissioner Postal to approve the Human Services Development Fund Agency Contracts. Commissioner Kodish seconded the motion. The motion was unanimously approved.

H. Twenty-two-month Agreement with Edwards Business Systems for a copier in the Human Services Department - \$141.05 per month

MIS Director Aaron Felker stated that the Human Services Office determined they need a more robust machine for copying, scanning and printing. Currently the county is in the middle of a five-year agreement for the copiers. They wanted to add this copier to coincide with the main agreement.

Motion was made by Commissioner Postal to approve the copier agreement with Edwards Business Systems. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. Proposal from J-Way Architectural, Summerhill, PA for Mifflin County Correctional Facility HVAC System Replacement Project - \$5,800.00

Physical Plant Director Griffith explained this is the first phase of the total project to replace the HVAC system at the jail. This is for J-Way Architectural to develop and design a new chiller for the roof.

Motion was made by Commissioner Postal to approve the proposal from J-Way Architectural. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- J. Preventative maintenance agreement with Joseph T. Berrena, Huntingdon, PA for the cooling tower, boilers and prison kitchen equipment for the period September 1, 2022 through August 31, 2023 - \$3,415.00*

Physical Plant Director Griffith stated this is an annual agreement.

Motion was made by Commissioner Postal to approve the maintenance agreement with Joseph T. Berrena. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- K. Mifflin County Transportation Enhancement Bids:*

- Contract No. 1 HRI, Inc. - \$501,490.00*
- Contract No. 2 Lepley Electric – \$127,609.00*
- Contract No. 2 Westmoreland Electric Services - \$130,000.00*

Motion was made by Commissioner Postal to reject all the Transportation Enhancement Bids and postpone the project. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- L. Memorandum of Understanding with Tuscarora Intermediate Unit 11 to provide adult education and workforce services to the inmates at the Mifflin County Correctional Facility for the period July 1, 2022 through June 30, 2023 - \$7,500.00*

Motion was made by Commissioner Postal to approve the Memorandum of Understanding with Tuscarora Intermediate Unit 11. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- M. 2022 Liquid Fuels Distributions - \$62,545.00*

Motion was made by Commissioner Postal to approve the 2022 Liquid Fuels Distribution. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- N. Purchase of Service Agreement for use, if needed, by Children and Youth:*

- Robert Covell, Esquire, Huntingdon, PA*
- Wardell and Associates, Bellefonte, PA*
- Children's Resource Center, Harrisburg, PA*
- Raytown Developmental Services, Huntingdon, PA*
- Attorney Michael Kipphan, Huntingdon, PA*
- Drug and Alcohol Rehab Services, Columbia, PA*

Children and Youth Director Patkalitsky provided hourly cost ranges for each of the listed agreements.

Motion was made by Commissioner Postal to approve the Purchase of Service Agreements. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- O. Memorandum of Understanding with SEDA-COG Metropolitan Planning Organization for the Mifflin County Bridge Capital Plan*

Planning Director Colussy stated this will allow the county to create a Mifflin County Bridge Capital Plan. This will also allow Mifflin County to capitalize on an existing contract with Keller Engineers for local bridge inspections. There are fifty-seven bridges in the county. All bridges need inspected every two years.

Motion was made by Commissioner Postal to approve the Memorandum of Understanding with SEDA-COG Metropolitan Planning Organization. Commissioner Kodish seconded the motion. The motion was unanimously approved.

P. Five-year Maintenance Agreement with Compros, Altoona, PA, for 911 Dispatch Site Communications Equipment:

- *Year 1 - \$35,892.04*
- *Year 2 - \$37,781.09*
- *Year 3 - \$39,769.58*
- *Year 4 - \$41,862.71*
- *Year 5 - \$44,066.01*

Commissioner Kodish stated this agreement will cover the Motorola dispatch consoles in the 911 center and radio microwave equipment from the 911 center to the 911 towers.

Motion was made by Commissioner Kodish to approve the Maintenance Agreement with Compros. Commissioner Postal seconded the motion. The motion was unanimously approved.

Q. Personnel:

- *Resignation of Corrections Officer Ryan Snyder effective May 28, 2022*
- *Hiring of Eleana Eckley for Children and Youth Caseworker effective June 6, 2022*
- *Transfer of Charity Larson from Children and Youth Eligibility Clerk to Fiscal Affairs Assistant effective June 13, 2022*
- *Hiring of Reece Deavor and Jay Boreman for part-time Corrections Officers effective June 6, 2022*
- *Hiring of Brian Mowry for part-time 911 Telecommunicator effective June 6, 2022*

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

IX. Adjournment:

With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:31 am.

Secretary

ATTEST:

Chief Clerk