

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 1, 2022 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Affairs Assistant Charity Larson

Guests present were, Treasurer Diane Griffith, Emergency Services Director Phil Lucas, CDBG Housing Rehab Specialist Doug Marks, Call A Ride Services Cindy Sunderland, Mifflin County Grant Writer Lisa Stalnaker, Auditor Helen Kirk, Downtown Lewistown, Inc. Jim Zubler, Human Services - Melissa Stewart and Robin White, Maria D'Isabella from The Central PA Food Bank, and Elise Wagner and Alexandria Leonard from MCTV,

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

I. Invocation: *A moment of silent prayer was observed.*

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 July 21, 2022. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable

Ck. #'s 138620-138749 EFT #'s 30017-30035 in the amount of \$1,607,312.47

2. Payroll Account

Ck. #'s 79452-79462 and Direct Deposit Advice #'s 45873-46088 in the amount of \$449,788.18

3. 911 Account

Ck. #'s 52424-52430 and EFT #'s 20944-20948 in the amount of \$7,582.26

4. LEPC Account

Ck. #1561 in the amount of \$55.90

5. Liquid Fuels Account

Ck. #1708-1709 in the amount of \$4,253.00

6. Liquid Fuels Act 89 Account

Ck. #8120 in the amount of \$41.97

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

8/17/2022-8/30/2022

General Account Starting Balance **\$8,218,582.86**

DEBITS

Deposits Receipts #112610-112732 648,598.88

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

TOTAL DEBITS \$648,598.88

CREDITS

Bills Paid CK #'S 138620-138749 EFT #'S 30017-30035 1,607,312.47

Transfer to Payroll CKS 79452-79462, DD 45873-46088 449,788.18

NSF Check

Transfer to SFPP 18,036.45

TOTAL CREDITS \$2,075,137.10

Ending Balance (Interest @ 1.650% as of 8/30/2022) **\$6,792,044.64**

Liquid Fuels

Invested at JV Bank @ 1.250% as of 8/30/2022 \$317,228.48

Liquid Fuels - Act 89

Invested at JV Bank @ 1.250% as of 8/30/2022 \$462,119.92

911 Telephone Account

Invested at JV Bank @ 1.650% as of 8/30/2022 \$1,052,363.61

LEPC

Invested at JV Bank @ 0.750% as of 8/30/2022 \$20,882.47

Local Use Fund

Invested at JV Bank @ 1.250% as of 8/30/2022 \$477,857.53

Capital Reserve Account

Invested at JV Bank @ 0.350% as of 8/30/2022 \$8,635,048.56

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:

*Salary Board
Keystone Communities
ARPA
Record Improvement Fund
MCCF Staff Meeting
Human Services Staff Meeting*

Commissioner Postal:

*Salary Board
JVBDS (CSG; PS; AA)
Greater Lewistown Corporation
CCAP Membership call
CJAB
SEDA-COG NG Executive Committee
MC Housing Authority
NACO Opioid webinar
ARPA (Geisinger: Broadband; MCIDC)
Record Improvement Fund
Blacks Hospital
MC Correctional Facility
LEPC
MC Coroner
ARPA Planning*

Commissioner Kodish:

*Salary Board
Keystone Community Program
ARPA Review
Meeting with Nick Felice – MCIDC
SEDA-COG Board
SEDA-COG Personnel Committee
County Record Improvement Fund
SEDA-COG Executive Committee*

VII. Public Comment:

Jim Zubler spoke about the Commissioner's support of a Department of Community and Economic Development grant application submitted August 31, 2022 in the amount of \$50,000 for façade improvements in Downtown Lewistown and neighborhood. Fifty two successful projects have been completed so far in this ongoing partnership with Lewistown Borough. Mr. Zubler stated when a project is completed the entire exterior of the property has been brought up to code and any storm water concerns have been addressed. Mr. Zubler said these projects are very comprehensive and significant and he just wanted to thank the Commissioners for their support.

VIII. New Business:

A. September 2022 Hunger Action Month Proclamation

2022 Hunger Action Month Proclamation

WHEREAS, hunger and poverty are issues of vital concern in Mifflin County where 12.4% of people are food insecure and one in every 6 children do not know where their next meal will come from; and

WHEREAS, Mifflin County is committed to taking steps to combat hunger in every part of our community and to provide additional resources that those in our community need; and

WHEREAS, Mifflin County is committed to working with Central Pennsylvania Food Bank and its partner agencies in educating people about the role and importance of food banks in addressing hunger and raising awareness of the need to devote more resources and attention to hunger issues; and

WHEREAS, the coronavirus pandemic has had devastating health and economic impacts across the country, and it is projected that the food insecurity rate in Mifflin County will rise to 13.7% in the wake of the pandemic; and

WHEREAS, the month of September has been designated “Hunger Action Month” in order to bring attention to food insecurity in our communities and to engage the public in action – including volunteer shifts, social media shares, and donations – to end hunger one helping at a time; and

WHEREAS, food banks across the country, including Central Pennsylvania Food Bank and its partner agencies– will host numerous events throughout the month of September to bring awareness and help end hunger in their local community;

NOW, THEREFORE, We, the Mifflin County Commissioners, do hereby recognize September 2022, as **HUNGER ACTION MONTH** in Mifflin County and we call this observance to the attention of our citizens.

Proclaimed this 1st day of September, 2022.

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

Maria D’Isabella from The Central Pennsylvania Food Bank explained September is Hunger Action Month and is time set aside by Food Banks and anti-hunger organizations across the country to bring awareness to the issue of hunger in our communities. The public is encouraged to get involved by donating, participating, and advocating. Ms. D’Isabella also shared there will be an upcoming White House conference on hunger on September 28, 2022. Everyone in the community is encouraged to participate in the conference. Ms. D’Isabella thanked Mifflin County Human Services for their support and direction. She also expressed thanks to local partners who support those in need.

B. Assurance of Compliance for the 2022-2023 Human Services Plan

Melissa Stewart from Mifflin Juniata Human Services explained this is something done every year to assure agencies within the county are serving the population and utilizing funds as designated.

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

C. Medical Assistance Transportation Program 4th Quarter Reports

Cindy Sunderland, Director of Transportation for Call-A-Ride Service asked for the signatures for 4th quarter invoices and medical assistance billing. For the year they have 11,207 medical trips for Mifflin County and 4th quarter alone was 3,269. Billing a total of \$422,715.00 with \$122,940.00 for the 4th quarter. Mr. Postal asked for clarification on dates. Ms. Sunderland stated this is for April 1, 2022-June 30th, 2022.

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

D. Reappointment of Sherry Haines, Lewistown, PA to the Mifflin County Housing Authority for a five-year term – term expires December 31, 2026

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

- E. Reappointment of Tony Willard, Lewistown, PA and Duane McMullen, Lewistown, PA to the Mifflin County Industrial Development Authority for a four-year term – term expires September 29, 2026

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

- F. 2023 Holiday Schedules for the Prison, Courthouse and 911 employees

**MIFFLIN COUNTY EMPLOYEES
2023
HOLIDAY SCHEDULE
Courthouse**

New Year's Day	Monday January 2 nd
Martin Luther King Day	Monday January 16 th
President's Day	Monday February 20 th
Good Friday	Friday April 7 th
Memorial Day	Monday May 29 th
Flag Day	Wednesday June 14 th
Independence Day	Tuesday July 4 th
Labor Day	Monday September 4 th
Columbus Day	Monday October 9 th
Veterans Day	Friday November 10 th
Thanksgiving	Thursday & Friday November 23 rd & 24 th
Christmas	Monday & Tuesday December 25 th & 26 th

**MIFFLIN COUNTY EMPLOYEES
2023
HOLIDAY SCHEDULE
Telecommunicators**

New Year's Day	Sunday January 1 st
Martin Luther King Day	Monday January 16 th
President's Day	Monday February 20 th
Good Friday	Friday April 7 th
Memorial Day	Monday May 29 th
Flag Day	Wednesday June 14 th
Independence Day	Tuesday July 4 th
Labor Day	Monday September 4 th
Columbus Day	Monday October 9 th
Veterans Day	Friday November 10 th
Thanksgiving	Thursday & Friday November 23 rd & 24 th
Christmas	Sunday & Monday December 24 th & 25 th

**MIFFLIN COUNTY EMPLOYEES
2023
HOLIDAY SCHEDULE
Prison**

New Year's Day	Sunday January 1 st
President's Day	Monday February 20 th
Good Friday	Friday April 7 th
Memorial Day	Monday May 29 th
Independence Day	Tuesday July 4 th
Labor Day	Monday September 4 th
Veterans Day	Saturday November 11 th
Thanksgiving	Thursday & Friday November 23 rd & 24 th
Christmas	Sunday & Monday December 24 th & 25 th

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

- G. Project Modification Request for the Innovative Policing Initiative Grant due to price increases resulting in different Tasers and packages

Lisa Stalnaker, grant writer for Mifflin Juniata Human Services, stated a modification is being requested because the cost of the tasers increased significantly from the time the quote was received until the time the grant was received.

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

- H. Project Modification Request for the Co-Responder Grant due to modifications for staffing changes, benefits, travel, supplies, consulting and a 90-day extension

Ms. Stalnaker stated this request reflects staffing changes, benefits, travel, and supplies that were not used as well as consulting fees that increased.

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

- I. Project Modification Request for the Re-Entry Grant due to modifications for staffing changes, benefits, and a 90-day extension

Ms. Stalnaker explained this request is for the same reasons as the previous item. An extension is requested until December 31, 2022.

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

- J. Project Modification Request for the Adult Treatment Court Grant due to staffing changes and an extension

Ms. Stalnaker stated this item is due to fluctuations experienced because of changes in staff. Every time staff changes they have to go in and change staff information and benefits. Mr. Postal asked if any of the total amounts changed in any of the four modifications requested today or if it is just a reallocation of the line items in each grant. Ms. Stalnaker confirmed it is just a reallocation.

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

- K. Resolution No. 26 of 2022 authorizing the Chairman and Chief Clerk to execute all documents and agreements associated with the Keystone Communities Program Grant for the Black's Hospital Building Demolition and Site Rehabilitation Project

RESOLUTION

26 of 2022

Be it RESOLVED that the Mifflin County Board of Commissioners hereby request a Keystone Communities Program (KCP) grant of \$ 403,000 from the Department of Community and Economic Development to be used for the Black's Hospital Building Demolition and Site Rehabilitation Project.

Be it FURTHER RESOLVED that the Applicant does hereby designate Mark Sunderland, Chairman and Cathy L. Romig, Chief Clerk as the official(s) to execute all documents and agreements between the County of Mifflin and the Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

Adopted this 1st day of September, 2022.

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

- L. Authorize Phil Lucas to negotiate with Upward Broadband regarding the purchase of land adjacent to the 911 Allensville Tower site, under proposed terms and conditions that will be formally voted on at a subsequent public meeting following final negotiations and preparation of appropriate documents.

Phil Lucas presented that he will be working with Upward Broadband to facilitate land development adjacent to county 911 towers so it can be assured there is appropriate land for future improvements and/or expansions.

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

- M. CDBG Brown Township Playground upgrade project COSTARS quotes:

- a. George Ely Associates, Inc.
 - Option 1 - \$32,081.00 *****
 - Option 2 - \$28,759.00
- Park and Play Structures
 - Option 1 - \$32,092.53
 - Option 2 – \$34,794.04
- Recreation Resource USA
 - Option 1 - \$32,579.00

Doug Marks stated this project is being done with corona virus funding. Brown Township has tentatively approved awarding the project to George Ely Associates, Inc. as the low bidder with formal approval at their next meeting. Brown Township will be doing all the installation and labor themselves and George Ely Associates, Inc. will be supplying materials.

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

N. CDBG Menno Township Playground upgrade project COSTARS quotes:

- a. George Ely Associates, Inc.
Option 1 - \$81,774.00 *****
- Park and Play Structures
Option 1 - \$85,994.60
- Recreation Resource USA
Option 1 - \$90,754.00

Doug Marks explained this project is similar to the previous agenda item just discussed. George Ely Associates, Inc. was also the low bidder on this project. With this playground upgrade the majority of the work will be done by George Ely Associates, Inc. with some assistance from Menno Township. The Township has approved this project.

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

O. Personnel:

- Resignation of Probation Officer Blaine Wainwright effective September 2, 2022
- Hiring of Part-time Corrections Officer Matthew Lutz effective August 23, 2022
- Reassign the hiring of Cassandra Trego from Security Guard to part-time Corrections Officer effective August 29, 2022

Motion was made by Commissioner Postal to be approved. 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 9:24 am.

Secretary

ATTEST:

Chief Clerk