

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, April 20, 2023 at 9:00 a.m. In attendance were Commissioners Mark Sunderland; Robert Postal; Kevin Kodish; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Affairs Assistant Charity Larson.

Guests present were, Treasurer Diane Griffith, Director of GIS Laura Lettiere, Housing Rehab Specialist Doug Marks, Community Development Assistant Madison Price, Emergency Management Director Phil Lucas, Communications Supervisor Brian Fleegal, Human Services Director Allison Fisher, Library Director Susan Miriello, Library Associate Shelly Sweigart, Juanita Byler, Helen Kirk, and Aija Binder and Kaden Reid 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 April 6, 2023. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable

Ck. #'s 141391-141554 and EFT #'s 600000-600111 in the amount of \$941,111.42

2. Payroll Account

Ck. #'s 79610-79614 and Direct Deposit Advice #'s 49580-49809 in the amount of \$353,725.47

3. 911 Account

Ck. # 52561-52576 and EFT # 21013-21015 in the amount of \$75,566.06

4. CDBG Account

Ck. # 1650-1656 in the amount of \$25,284.05

5. Act 137 Account

Ck. # 3145 in the amount of \$436.00

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:

OFFICE OF THE
TREASURER OF MIFFLIN COUNTY

DIANE L. GRIFFITH
COUNTY TREASURER

DANIEL Z. SEARER
SOLICITOR



STEPHANIE J. NEFF
1ST DEPUTY TREASURER

SUZANNE KOCHENDERFER
2ND DEPUTY TREASURER

COURTHOUSE
LEWISTOWN, PA. 17044
717-248-8439
717-242-5450 (FAX)

TREASURER'S REPORT
4/5/2023-4/18/2023

General Account Starting Balance	\$4,425,856.94
DEBITS	
Deposits Receipts #115477-115747	931,765.82
Transfer from	
Transfer from 911	0.00
Voided Checks	0.00
Transfer from LEPC	410.92
Interest	0.00
TOTAL DEBITS	\$932,176.74
CREDITS	
Bills Paid CK #'S141391-141554 EFT #'S 600000-600111	941,111.42
Transfer to Payroll CKS 79610-79614, DD 49580-49809	353,725.47
Adjustment	1,654.50
Transfer to SFPP	18,036.45
TOTAL CREDITS	\$1,314,527.84
Ending Balance (Interest @ 2.300% as of 4/18/2023)	\$4,043,505.84
Liquid Fuels	
Invested at JV Bank @ 2.300% as of 4/18/2023	\$325,298.83
Liquid Fuels - Act 89	
Invested at JV Bank @ 2.300% as of 4/18/2023	\$507,741.91
911 Telephone Account	
Invested at JV Bank @ 2.300% as of 4/18/2023	\$316,750.92
LEPC	
Invested at JV Bank @ 0.750% as of 4/18/2023	\$29,503.96
Local Use Fund	
Invested at JV Bank @ 2.300% as of 4/18/2023	\$613,354.32
Capital Reserve Account	
Invested at JV Bank @ 2.300% as of 4/18/2023	\$8,430,387.08
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:

*JVBDS Joinder Board
Employee Handbook Review*

Commissioner Postal:

*JVBDS/MH Provider Meeting
Youth Park Association
McVeytown Borough Council
Mifflin County Human Services
SEDA-COG Joint Rail Authority
Central Counties Youth Center
JVBDS Joinder Board
SEDA-COG Natural Gas Executive Committee
DLI Executive Committee
Representative Benninghoff Town Hall
Internal Meetings (Maintenance, EMS, Mifflin
Moves, Mifflin County Correctional Facility)*

Commissioner Kodish:

*Hazardous Mitigation Meeting w/Phil Lucas
Regional Services Property Committee
JVBDs Joinder Board
Mifflin County Library Board
Regional Services Board
County ERAP Review Meeting*

VII. New Business:

- A. Proclamation – Public Safety Telecommunicators week in Mifflin County, April 23-29, 2023

**Proclamation - Public Safety Telecommunicators Week In Mifflin County
April 23-29, 2023**

Whereas, emergencies can occur at any time that require police, fire or emergency medical services; and,

Whereas, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Mifflin County emergency communications center; and,

Whereas, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

Whereas, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and,

Whereas, Public Safety Telecommunicators of Mifflin County have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

Whereas, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job;

Therefore, Be It Resolved that the Mifflin County Commissioners declare the week of April 23 through 29, 2023 to be Public Safety Telecommunicators Week in Mifflin County, in honor of the men and women whose diligence and professionalism keep our county and citizens safe.

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

- B. Request for exoneration of 2023 county real estate tax bill and relieve the Tax Collector from collecting this bill:
- a. Parcel No. 17,06-0105,001 located in Granville Township – mobile home was removed - \$56.77
 - b. Parcel No. 17,11-0111,002 located in Granville Township – mobile home was removed - \$15.77

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

- C. Request for exoneration of delinquent real estate taxes and relieve Kathy Whitsel, Assistant Director of Tax Services from collecting these taxes:

- Parcel No. 17,06-0105,001 located in Granville Township – mobile home was removed
- Parcel No. 17,11-0111,002 located in Granville Township – mobile home was removed


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

D. Two-year Renewal Agreement with Pictometry International -\$843.75 per year

Director of GIS, Laura Lettiere explained this is essentially a continuation of an existing agreement. This allows uploading of data into a browser for use by other offices in the county so they do not need to acquire licenses for the access. This is an internal program only and not for use by the public.

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

E. Resolution No. 14 of 2023 opening a new Payroll Account at Juniata Valley Bank and ACH Agreement


THE JUNIATA VALLEY BANK
1 South Main St Po Box 66, Mifflintown, PA 17059

GOVERNMENT ENTITY DEPOSITORY RESOLUTION *No. 14 of 2023*

SECRETARY'S CERTIFICATE. I certify that I am the Secretary of MIFFLIN COUNTY ('Entity'), a government entity in good standing under the laws of Pennsylvania. The following is an accurate copy of resolutions adopted by the Entity's governing body at a meeting properly called and held on December 30, 2021, at which a quorum was present. Such resolutions have not been amended or revoked, and they do not conflict with any provision of any document by which the Entity is bound:

RESOLVED, that THE JUNIATA VALLEY BANK ('Bank') is designated a depository of funds for the Entity;

RESOLVED, that any prior resolutions remain in effect except as changed by those adopted today. The Entity ratifies all transactions purportedly done on its behalf with the Bank before these resolutions were delivered to the Bank. Any change(s) to these resolutions will take effect only after the Bank has received written certification of the change(s) and has had reasonable time to act on the change(s);







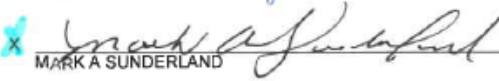
RESOLVED, that the Entity agrees to be bound by the Bank's Commercial Deposit Account Agreement for each account permitted by these resolutions;

RESOLVED, that the Bank is authorized to honor, pay, and charge the Entity's account(s) for any item purporting to have been signed on behalf of the Entity with a facsimile signature that resembles a specimen the Entity has certified to the Bank, no matter by whom or by what means the actual or purported signature may have been made;

RESOLVED, that the persons named below, whose manual and/or facsimile signatures are provided next to their respective names, are authorized to sign and authorize checks, drafts, withdrawal slips, and any other orders for the payment of money, whether by paper, electronic, or other means, even if payable to the signer or used to discharge or reduce any obligation of the signer. The Bank has no duty to inquire into any such action before executing it, even if the action benefits the signer individually. Number of signatures required: 3.

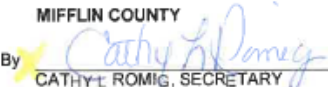
RESOLVED, that the Secretary of the Entity is directed to certify and deliver a copy of these resolutions to the Bank, the signature cards bearing the genuine signatures of the persons named below, and any other documents that the Bank requires.

AUTHORIZED PERSONS. The names and genuine signatures, manual or facsimile, of the authorized persons for account 000002600045328 are as follows:

<input checked="" type="checkbox"/>  DIANE L GRIFFITH	(Seal)	<u>4-17-23</u> Date
<input checked="" type="checkbox"/>  SUZANNE D KOCHENDERFER	(Seal)	<u>4/17/23</u> Date
<input checked="" type="checkbox"/>  KEVIN P KODISH	(Seal)	<u>4/20/23</u> Date
<input checked="" type="checkbox"/>  STEPHANIE J NEFF	(Seal)	<u>4-17-23</u> Date
<input checked="" type="checkbox"/>  ROBERT P POSTAL	(Seal)	<u>4/20/23</u> Date
<input checked="" type="checkbox"/>  CATHY L ROMIG	(Seal)	<u>4/20/23</u> Date
<input checked="" type="checkbox"/>  MARK A SUNDERLAND	(Seal)	_____ Date

IN WITNESS WHEREOF, I have signed this certification on the date shown by my signature and have affixed the Entity's seal.

MIFFLIN COUNTY

By 
CATHY L ROMIG, SECRETARY

(Seal) 4/20/23
Date

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

F. Resolution No. 15 of 2023 accepting a 2023 Keystone Recreation, Park and Conservation Fund Grant for \$499,000 and authorizing the chair to accept and sign contracts and documents relating to the project

**MIFFLIN COUNTY BOARD OF COMMISSIONERS
RESOLUTION 15 OF 2023**

MIFFLIN COUNTY LIBRARY ACCESSIBILITY AND ENHANCEMENT PROJECT

A RESOLUTION OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS ACCEPTING A 2023 KEYSTONE RECREATION, PARK AND CONSERVATION FUND GRANT FOR \$499,000 AND AUTHORIZING THE CHAIR TO ACCEPT AND SIGN CONTRACTS AND DOCUMENTS RELATING TO THE PROJECT

WHEREAS, the Mifflin County (the County) owns the building at 123 North Wayne Street, Lewistown, PA 17044, at which the Mifflin County Library is located; and

WHEREAS, the building has had only minor renovations and maintenance since it was constructed in 1973; and

WHEREAS, the County, in partnership with the Mifflin County Library Association, a 501©3 nonprofit organization (Library), has determined that overall modernization, code upgrades, energy efficiency improvements, and technological enhancements are needed for the Mifflin County Library to continue to operate as a modern library serving Mifflin County's citizens and visitors; and

WHEREAS, the County has applied for a grant from the Keystone Recreation, Park and Conservation Program, to be supplemented with County and Library funds, and

WHEREAS, the County was awarded \$499,000 from the Keystone Recreation, Park and Conservation Fund (Keystone) as evidenced by an approval letter dated February 24, 2023; and

WHEREAS, the County and the Library desire to expedite the project through its design, bidding, and construction.

NOW THEREFORE IT BE RESOLVED by the County as follows:


1. The County accepts the Keystone award of \$499,000 to be used for improvements and enhancements at the Library building and as set forth in the approval letter dated February 24, 2023;
2. The County agrees to serve as the manager and administrator for the Grant.
3. The County authorizes the Chair of the Board to execute any and all contracts and other documents necessary to effectuate the timely start and completion of the project.

APPROVED AND ADOPTED this 20th day of April, 2023

Attest:



Cathy L. Romig, Chief Clerk
Date: 4/20/23



Mark A. Sunderland, Chairman
Mifflin County Commissioners
Date: 4/20/23

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

G. Professional Services Agreement with the EADS Group to assist the Mifflin County Planning Commission on an as needed basis:

- a. Minor Subdivision Plans - \$250.00 per plan review
- b. Major Subdivision Plans - \$350.00 per plan review
- c. Land Development Plans - \$350.00 per plan review
- d. Plans under Mifflin County Planning Commission Approval - \$350.00 per plan review
- e. Attendance at Mifflin County Planning Commission Meeting - \$300.00 per meeting
- f. Attendance at plan review meeting – Time and Materials (hourly)
- g. Additional Engineering/ Planning Services - Time and Materials (hourly)

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

H. Lewistown CDBG Southside Improvement Project:

Housing Rehab Specialist Doug Marks stated this project will complete the area south of South Main St. on Grand St., Lincoln Ave, and the surrounding area. The low bids for the two sections of the project were G&R Charles Excavating, LTD and Glenn O. Hawbaker. There are some alternates for the Paving portion but even if those are used Glenn O. Hawbaker would still be the low bidder.

Lewistown Borough will be putting Liquid Fuels money into the project as well. The work will be done late summer. Mr. Marks is requesting acceptance of the low bidders and approval for the chairman to sign contracts as they come through.

- ADA Curb Ramps:
 - G&R Charles Excavating, LTD - \$182,275.00
 - Bowman Excavation Paving - \$207,100.00
 - R.C. Bowman, Inc. - \$208,595.00
 - Glenn O. Hawbaker - \$292,950.00
- Paving (Base Bid):
 - Glenn O. Hawbaker - \$262,133.00
 - Jay Fulkroad & Sons, Inc. - \$276,487.45
 - R.C. Bowman, Inc. - \$416,738.00

Motion was made by Commissioner Kodish to accept and approve the request as presented. Commissioner Postal seconded the motion. The motion was unanimously approved.

I. Personnel:

- Hiring of Christina Pauly for Corrections Counselor effective April 24, 2023
- Hiring of Tori Kenepf for Human Services Assistant effective April 24, 2023
- Hiring of Devon McCalips for Part-time Corrections Officer effective April 24, 2023
- Hiring of Carrienne Love for Planning Director effective April 27, 2023
- Transfer of Joshua Pennepacker from full-time to part-time 911 Telecommunicator effective May 1, 2023
- Resignation from Reed Weiland from part-time 911 Telecommunicator effective April 17, 2023
- Resignation from Children and Youth Caseworker Tyler Graham effective May 2, 2023

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 9:17 am.

Secretary

ATTEST:

Chief Clerk