

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, July 3, 2024 at 9:00 a.m. In attendance were Commissioners Robert Postal; Kevin Kodish; Noah Wise: Chief Clerk Cathy Romig; Solicitor Steve Snook; and Fiscal Assistant Charity Larson

Guests present were, Treasurer Diane Griffith, Corrections Counselor Christina Pauly, Human Services Director Melissa Stewart, Planning Director James Lettiere, Grants Liaison Michael Fonti, and Carter Lane from MCTV.

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

- I. Invocation:** A moment of silence was observed by all present.
- II. Pledge of Allegiance:** The Pledge of Allegiance was said by all present.
- III. Approval of Minutes:**

Motion was made by Commissioner Wise to accept the minutes of the Regular Meetings of June 20, 2024. Commissioner Kodish seconded the motion. The motion was unanimously approved.

**IV. Approval of Bills:**

- 1. *General Fund, Accounts Payable*  
Ck. #'s 146673-146865 and EFT #'s 601931-601946 in the amount of \$643,209.26
- 2. *Payroll Account*  
Ck. #'s 79857-79868 and Direct Deposit Advice #'s 56470-56692 in the amount of \$455,155.96
- 3. *911 Account*  
Ck. #'s 52828-52838 and EFT #'s 80076-80079 in the amount of \$34,141.40
- 4. *Liquid Fuels Account*  
Ck. # 1740 in the amount of \$2,653.00
- 5. *Liquid Fuels Act 89 Account*  
EFT # 8142 in the amount of \$46.21
- 6. *CDBG Account*  
Ck. # 1739-1741 in the amount of \$25,149.07

Motion was made by Commissioner Wise 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  
6/19/2024-7/2/2024**

<b>General Account Starting Balance</b>	<b>\$2,094,536.89</b>
<b>DEBITS</b>	
Deposits Receipts #121391-121515	439,678.97
Transfer from 911	0.00
Voided Checks	23.00
Transfer from LEPC	0.00
Interest	8,978.64
<b>TOTAL DEBITS</b>	<b>\$448,680.61</b>
<b>CREDITS</b>	
Bills Paid CK #S146673-146841 EFT #S 601931-601946	643,209.26
Transfer to Payroll CK 79857-79868 DD 56470-56692	455,115.96
Adjustment	0.00
NSF Check	493.13
Transfer to Act 89	0.00
<b>TOTAL CREDITS</b>	<b>\$1,098,818.35</b>
<b>Ending Balance (Interest @ 4.550% as of 7/2/2024)</b>	<b>\$1,444,399.15</b>
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<b>Capital Reserve Account</b>	
Invested at JV Bank @ 4.550% as of 7/2/2024	\$17,472,655.37
Report Subject to Audit	

Motion was made by Commissioner Wise 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 Postal:*

*PA Opioid Trustee Board  
Central Counties Youth Center  
DLI Annual Meeting  
Juniata Terrace Ribbon Cutting  
MC Planning Commission  
MC Library and Streetscape Project  
CCAP Resolutions Committee  
Salary Board  
Workshops  
Union Township Family Night Out  
Internal Meetings (Elections; Legal; MCCF; DHS;  
JVBDS)*

*Commissioner Kodish:*

*Salary Board  
Juniata Terrace Ribbon Cutting*

*Commissioner Wise:*

*Salary Board  
Board of Elections  
Workshops  
JVBDS Meeting  
Election Survey  
Juniata Terrace Ribbon Cutting  
Planning Commission  
Union Township Family Night Out*

**VII. Public Comment:**

*None*

**VIII. New Business:**

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

- Parcel No. 04,04-0284--001 located in Lewistown Borough – mobile home was removed (2021-2023)

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

- B. Request for refund of a portion of County real estate taxes:

- Parcel No. 13,04-0207 located in Bratton Township – an error in square footage - \$147.76 (2023 & 2024)

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

- C. One-year extension for Department of Agriculture TEFAP Reach and Resiliency Grant

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

- D. Renewal Agreement with Rochester Midland Corporation for water management services at the Courthouse and Jail for the period June 1, 2024 through May 31, 2025 - \$4,532.00

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

- E. Professional Services Contract with J-Way Architectural for design, bidding, and contract administration service for the Historic Courthouse Project - \$181,500.00

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

- F. Filing of Subrecipient Agreements regarding the West Railroad Bridge in Brown Township

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

- G. Application for Vivitrol Program Grant for the period October 1, 2024 through September 30, 2026 - \$92,363.00

Corrections Counselor Christina Pauly explained this is a new non-competitive grant which would enhance the Vivitrol Program. The grant would allow the county to provide more services for inmates including post incarceration case management. She stated there have been fifteen inmates receiving Vivitrol treatment since the beginning of the program in August 2023.

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

- H. Project Modification Request for the COVID-19 Mitigation Grant for the Correction Facility to extend the grant an additional three months to October 31, 2024

Human Services Director Melissa Stewart stated this request is being made because it was discovered guidelines needed to be updated and adjusted before closing out the grant. This is not a request for additional spending.

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

- I. Resolution No. 38 of 2024 authorizing the submission of an application for funding from the Commonwealth Financing Authority through the Multimodal Transportation Fund for up to \$3,000,000.00

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

- J. Subrecipient Agreement with Lewistown Borough for \$1,000,000.00 loan for Rehabilitation and upgrading of public sewerage infrastructure

Planning Director James Lettiere clarified the loan would be for 10 years at 0% interest with annual payments of \$100,000.00 due at the end of each year. Funding will be released upon sufficient evidence of invoices for eligible activities regarding the project.

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

- K. Change order No. 3 for phase 2 of the Juniata River Trail amending the completion date from June 23, 2024 to July 12, 2024

Planning Director James Lettiere said this is the third change order extending the end date for this project due to loss of manpower by the contractor.

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

- L. Delegation of Signing Authority and Associated Documents for the CDBG and HOME Invoices

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

- M. Notice to Proceed to C and R Directional Boring, for the Hawstone Sewer Improvement Project

Grants Liaison Michael Fonti stated all information for C and R Directional Boring has been reviewed. The project will begin on July 8, 2024 and would end on December 5, 2024. The total of the total cost of the project is \$2,373,620.00.

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

- N. Amendment to existing agreement with Telesystem adding services to Magisterial District Judges – additional \$326.00 per month

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

- O. Personnel:

- Retirement from Stephanie Gill from Corrections Officer effective July 4, 2024
- Resignation of April Vodopija Corrections Officer effective July 8, 2024
- Resignation of Gary Rosenberry from Part-time Corrections Officer effective June 27, 2024
- Hiring of Christina Hosler for Children and Youth Case Aide effective July 3, 2024
- Hiring of Zashelle Florentino for Human Services Assistant effective July 15, 2024
- Rescind the appointment of Cassandra Trego for a Children and Youth Intern

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

**IX. Adjournment:**

*With no other business on the agenda, Commissioner Postal adjourned the meeting at 9:23 a.m.*

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*Secretary*

*ATTEST:*

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*Chief Clerk*