

Lewistown, PA

May 19, 2022

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, May 19, 2022 at 9:00 a.m. In attendance were Commissioners Mark Sunderland and Robert Postal; Chief Clerk Cathy Romig; and Solicitor Stephen Snook. Commissioner Kodish was absent.*

*Tyler Rupert was present from The Sentinel.*

*Guests present were Treasurer Diane Griffith, CDBG Administrator Chastity Fultz, CDBG Housing Rehab Specialist Doug Marks, Aleta Kammerer from Communities that Care, Mifflin County High School Students Rainie Miner and Aija Binder, Director of Elections, Paula Hoffman, Hailey Johnson and Taryn Ferguson 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 as the Invocation.*

**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 5, 2022. Chairman Sunderland stepped from the Chair and seconded the motion. The motion was unanimously approved.*

**IV. Approval of Bills:**

*1. General Fund, Accounts Payable*

*Ck. #'s 137341 - 137537 and EFT #'s 29515-29622 in the amount of \$722,254.50*

*2. Payroll*

*Ck. #'s 79389-79396 and Direct Deposit Advice #'s 44302-44532 in the amount of \$428,524.08*

*3. 911 Account*

*Ck. #'s 52367-52370 and EFT #'s 20912-20914 in the amount of \$1,491.61*

*4. CDBG Account*

*Ck. #'s 1599-1601 in the amount of \$27,314.86*

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

**V. Treasurer's Report:**

**TREASURER'S REPORT**

**5/4/2022-5/17/2022**

**General Account** Starting Balance

**\$2,336,555.00**

**DEBITS**

Deposits Receipts #111217-111480

779,701.84

Transfer from	0.00
Transfer from CAPITAL RESERVE	0.00
Transfer from 911	0.00
Voided Checks	95.00
Transfer from LEPC	562.38
Adjustment	1,758.49
<b>TOTAL DEBITS</b>	<b>\$782,117.71</b>

**CREDITS**

Bills Paid CK's 137341-137537 EFT #'s 29515-29622	722,254.50
Transfer to Payroll CKS 79389-79396, DD 44302-44532	428,524.08
ADJUSTMENT	0.00
Transfer to SFPP	0.00

<b>TOTAL CREDITS</b>	<b>\$1,150,778.58</b>
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Ending Balance (Interest @ 1.140% as of 5/17/2022)	<b>\$1,967,894.13</b>
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**Liquid Fuels**

Invested at JV Bank @ 1.140% as of 5/17/2022	\$264,981.80
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**Liquid Fuels - Act 89**

Invested at JV Bank @ 1.140% as of 5/17/2022	\$442,400.99
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**911 Telephone Account**

Invested at JV Bank @ 1.140% as of 5/17/2022	\$1,010,733.72
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**LEPC**

Invested at JV Bank @ 1.140% as of 5/17/2022	\$23,718.80
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**Local Use Fund**

Invested at JV Bank @ 1.140% as of 5/17/2022	\$539,804.82
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**Capital Reserve Account**

\$17,006,456.12

Invested at JV Bank @ 0.350% as of 5/17/2022

Report Subject to Audit

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

**VI. Meetings and Events:**

*Chairman Sunderland:*

*Department Head  
Retirement Board  
Juniata Valley Bank Representatives  
Breakfast with Pa Rep meeting  
Election Night  
Planning Banquet*

*Commissioner Postal:*

*Department Head  
Retirement Board  
Election Day Precincts (15)*

*Mifflin Co. Planning Annual Meeting  
Seda Cog Natural Gas Executive Board (2)  
Youth Park Association  
CCAP Community and Economic  
Development  
CCAP Special Board Meeting  
SEDA-COG Joint Rail Authority  
Central Counties Youth Center Board  
Meeting  
Juniata Valley Bank Representatives  
Broadband Authority  
Internal: Human Services Open House  
MCCF; Bid opening; HVAC*

**VII. Public Comment:**

*Commissioner Postal announced there are three vacancies on the Citizens Advisory Board  
Anyone interested in servicing on this board please call the Commissioners Office.*

**VIII. New Business:**

*A. Proclamation – May is National Prevention Month*

**MIFFLIN COUNTY PROCLAMATION**

**WHEREAS**, “National Prevention Month” is designated to raise awareness about the importance of substance use prevention and positive mental health; and

**WHEREAS**, “National Prevention Month” is a public education platform that promotes prevention year-round by providing ideas, capacity building, tools and resources to help individuals and communities make substance use prevention happen every day; and

**WHEREAS**, “National Prevention Month” is a time for communities to come together to celebrate their successes and advocate for prevention; and

**WHEREAS**, “National Prevention Month” is sponsored annually by the Substance Abuse and Mental Health Services Administration (SAMHSA); and

**WHEREAS**, According to SAMHSA, the primary goals of “National Prevention Month” are as follows:

- (1) Involving communities in raising awareness of behavioral health issues and implementing prevention strategies.*
- (2) Fostering partnerships and collaboration with Federal agencies and national organizations dedicated to behavioral and public health.*
- (3) Promoting and disseminating quality behavioral health resources and publications; and*

**WHEREAS**, In order to achieve these goals, Mifflin County Communities that Care will continue to educate the community on prevention by raising public awareness about the importance of substance use prevention and positive mental health; therefore, be it

**RESOLVED**, the Mifflin County Commissioners do hereby proclaim the month of May 2022 as “National Prevention Month” in Mifflin County.

*Motion was made by Commissioner Postal to approve the Proclamation designating May as National Prevention Month. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

*Aleta Kammerer, Communities that Care, thanked the Commissioners for the Proclamation. She talked about the Communities that Care goals and community*

outreach they do. Mifflin County High School Students Rainie Miner and Aija Binder discussed the Positive Vibes Program.

**B. CDBG Public Hearing**

*Recessed Regular Meeting at 9:20 a.m. for a public hearing for budget modifications for the Federal Fiscal Year 2020 CDBG-CV Program*

*Ms. Fultz began the public hearing by stating this is a budget modification by the Mifflin County Commissioners for the FFY 2020 CDBG-CV. This money was received as part of the CARES program two years ago. The money was initially going to be used for laptops for Mifflin County Students. The laptop project was cancelled. They are proposing deleting the County share of the Laptop Project of \$51,516.83 and create the Menno Township Library Playground project in the same amount. Ms. Fultz is requesting the adoption of Resolution No. 2022-15 that is on today's agenda. There were no questions or comments.*

*Reconvened regular meeting at 9:25 a.m.*

**C. Resolution No. 13 of 2022 on behalf of Lewistown Borough Council approving Budget Modifications to the FFY 2020 CDBG-CV Program – Catherine and Walnut Streets Parks Project**

**RESOLUTION NUMBER 2022-13**

**RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC)  
ON BEHALF OF THE LEWISTOWN BOROUGH COUNCIL (LBC)  
APPROVING BUDGET MODIFICATIONS TO THE FFY 2020 CDBG-CV PROGRAM**

**WHEREAS**, the MCC and on behalf of the LBC funded the fair share project of Laptop Devices for Mifflin County Students in the amount of \$29,646.66; and

**WHEREAS**, the Laptop Devices for Mifflin County Students Project will not be completed as the Mifflin County School District purchased devices for every student and negated the need for this project and the funds need to be reallocated to another eligible and fundable project; and

**WHEREAS**, the MCC and on behalf of the LBC are desirous of creating and funding the Catherine and Walnut Streets Park Project in the amount of \$29,646.66;

**WHEREAS**, the LBC adopted a resolution on May 11, 2022 during their regular meetings approving said budget modifications and authorizing the Mifflin County Planning and Development Department to complete and submit said modification request and required documentation to the Pennsylvania Department of Community and Economic Development (PA-DCED) for review and approval;

**WHEREAS**, the LBC conducted a public hearing on Wednesday, May 11, 2022 in accordance with the County's Citizen Participation Plan;

**WHEREAS**, it is the requirement of the PA-DCED to modify the FFY 2020 program funding budget, so as to complete the following actions:

1. Delete the obo Lewistown Borough Laptop Devices for Mifflin County Students Project.
2. Add the obo Lewistown Borough Catherine and Walnut Streets Park Project in the amount of \$29,646.66.

**NOW, THEREFORE, BE IT RESOLVED**, by the MCC as follows:

1. That the program modifications affecting the FFY 2020 program budget are

*approved by the MCC and on behalf of the LBC through the adoption of this Resolution.*

- 2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification request and required documentation to the PA- DCED for review and approval.*

***BE IT FURTHER RESOLVED***, if CDBG funds are determined by the PA-DCED to be expended on ineligible program costs or do not meet a national objective, the MCC and LBC agree to repay the proportion deemed ineligible from non-federal sources.

*Motion was made by Commissioner Postal to approve Resolution No. 2022-13. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- D. Resolution No. 14 of 2022 on behalf of Lewistown Borough Council approving Budget Modifications to the FFY 2020 CDBG Program – Southside Road Reconstruction Project*

#### **RESOLUTION NUMBER 2022-14**

### **RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC) ON BEHALF OF THE LEWISTOWN BOROUGH COUNCIL (LBC) APPROVING BUDGET MODIFICATIONS TO THE FFY 2020 CDBG PROGRAM**

***WHEREAS***, the MCC and on behalf of the LBC funded the ADA Ramp Project along West Fifth Street in FFY 2020 in the amount of \$117,206.00; and

***WHEREAS***, the MCC and on behalf of the LBC are desirous of deleting the ADA Ramp Project along West Fifth Street and creating and funding the Southside Road Reconstruction Project in the amount of \$117,206.00; and

***WHEREAS***, the LBC adopted a resolution on May 11, 2022 during their regular meetings approving said budget modifications and authorizing the Mifflin County Planning and Development Department to complete and submit said modification request and required documentation to the Pennsylvania Department of Community and Economic Development (PA-DCED) for review and approval; and

***WHEREAS***, the LBC conducted a public hearing on Wednesday, May 11, 2022 in accordance with the County's Citizen Participation Plan; and

***WHEREAS***, it is the requirement of the PA-DCED to modify the FFY 2020 program funding budget, so as to complete the following actions:

- 1. Delete the obo Lewistown Borough ADA Ramp Project along West Fifth Street.*
- 2. Add the obo Lewistown Borough Southside Road Reconstruction Project in the amount of \$117,206.00.*

***NOW, THEREFORE, BE IT RESOLVED***, by the MCC as follows:

- 1. That the program modifications affecting the FFY 2020 program budget are approved by the MCC and on behalf of the LBC through the adoption of this Resolution.*
- 2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification request and required documentation to the PA- DCED for review and approval.*

***BE IT FURTHER RESOLVED***, if CDBG funds are determined by the PA-DCED to be expended on ineligible program costs or do not meet a national objective, the MCC and LBC agree to repay the proportion deemed ineligible from non-federal sources.

*Ms. Fultz said Lewistown Borough Council is requesting to move their FFY 2020 CDBG allocation from the West Fifth Street ADA ramp project to Southside Road Reconstruction Project.*

*Motion was made by Commissioner Postal to approve Resolution No. 2022-14. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- E. Resolution No. 15 of 2022 approving Budget Modifications to the FFY 2020 CDBG-CV Program – Menno Township Library Playground Project*

**RESOLUTION NUMBER 2022-15**

**RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC)  
APPROVING BUDGET MODIFICATIONS TO THE FFY 2020 CDBG-CV PROGRAM**

*WHEREAS, the MCC funded the fair share project of Laptop Devices for Mifflin County Students in the amount of \$51,216.83; and*

*WHEREAS, the Laptop Devices for Mifflin County Students Project will not be completed as the Mifflin County School District purchased devices for every student and negated the need for this project and the funds need to be reallocated to another eligible and fundable project; and*

*WHEREAS, the MCC are desirous of creating and funding the Menno Township Library Playground Project in the amount of \$51,216.83;*

*WHEREAS, the MCC conducted a public hearing on Thursday, May 19, 2022 in accordance with the County's Citizen Participation Plan;*

*WHEREAS, it is the requirement of the PA-DCED to modify the FFY 2020 program funding budget, so as to complete the following actions:*

- 1. Delete the County Laptop Devices for Mifflin County Students Project.*
- 2. Add the obo Menno Township Library Playground Project in the amount of \$51,216.83.*

***NOW, THEREFORE, BE IT RESOLVED,*** by the MCC as follows:

- 1. That the program modifications affecting the FFY 2020 program budget are approved by the MCC through the adoption of this Resolution.*
- 2. That the Mifflin County Planning and Development Department is authorized to complete and submit said modification request and required documentation to the PA-DCED for review and approval.*

***BE IT FURTHER RESOLVED,*** if CDBG funds are determined by the PA-DCED to be expended on ineligible program costs or do not meet a national objective, the MCC agrees to repay the proportion deemed ineligible from non-federal sources.

*Motion was made by Commissioner Postal to approve Resolution No. 2022-15. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- F. Subrecipient Agreement with Shelter Services, Inc. for an FFY 2020 CDBG- CV HVAC Upgrade Project – not to exceed \$98,530.00*

*Ms. Fultz explained this project is in response to the CDBG-CV COVID Funds they received. This is to upgrade the HVAC system at the Shelter Services. They will be installing units that provide heating and air conditioning and providing twelve air purifiers. Commissioner Postal added HVAC systems are a legitimate use of the COVID money because of the ventilation and air purification. The project ends December 2022 and the engineer does not see an issue with getting the units in time to complete the project.*

*Motion was made by Commissioner Postal to approve the Subrecipient Agreement with Shelter Services, Inc. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- G. *Subrecipient Agreement with Mifflin-Juniata Regional Service Corporation for an FFY 2020 CDBG-CV HVAC Upgrade Project at the Lewistown Senior Center – not to exceed \$71,000.00*

*Ms. Fultz stated this will be to replace the existing HVAC units at the Lewistown Senior Center.*

*Motion was made by Commissioner Postal to approve the Subrecipient Agreement with Mifflin-Juniata Regional Service. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- H. *Engineering Agreement with EADS Inc. for the HVAC Projects at Shelter Services, Lewistown Senior Community Center and Yeagertown Senior Center - \$30,975.00*

*Motion was made by Commissioner Postal to approve the Engineering Agreement with EADS Inc. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- I. *HRI, Inc. change order No. 2 for the Cedar Crest Utility Improvement Project for and increase of \$52,473.53 to reflect the final bid item quantities and extend the contract time to May 19, 2022*

*Mr. Marks said this has been an ongoing project. This is the Wayne Township Cedar Crest Project. They replaced all the water lines in the Cedar Crest area. The project costs were \$1,130,296.74 for CDBG's share, \$49,780.00 for Mount Union and \$214,392.79 for Wayne Township all totaling \$1,394,469.53. The change order is the finalization of the project for the adjusted quantities.*

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

- J. *Request for exoneration of 2022 county portion per capita taxes:*

- *Wayne Township Tax Collector Mary Ellen Reed – 20*
- *Union Township Tax Collector Herb Zook – 32*

*Motion was made by Commissioner Postal to approve the requests for exoneration. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- K. *Request for refund of a portion of County real estate taxes for 2022:*

- *Parcel No. 17,25-0303 located in Granville Township – removal of mobile homes - \$163.28*

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

- L. *Memorandum of Understanding between the Administrative Office of Pennsylvania Courts and Mifflin County requesting up to \$10,000.00 for the Adult Treatment Court*

*Motion was made by Commissioner Postal to approve the Memorandum of Understanding. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

- M. *Resolution No. 16 of 2022 consenting to the joinder of Snyder County to the SEDA-COG Joint Rail Authority*

**RESOLUTION NO. 16 of 2022  
OF MIFFLIN COUNTY**

*WHEREAS, this County is a member county of SEDA-COG Joint Rail Authority (the "Authority"), which is a Pennsylvania municipal authority organized and existing under the Pennsylvania Municipality Authorities Act, 53 Pa. C.S. § 5601 et seq. (the "Act"); and*

*WHEREAS, the Board of Commissioners of Snyder County, Pennsylvania, has passed a resolution signifying the intention and desire of Snyder County to become a member of the Authority, pursuant to Section 5604 of the Act, 53 Pa. C.S. § 5604;*

*WHEREAS, it is the desire of the Board of Commissioners of this County to consent to the joinder of Snyder County as a member of the Authority, as provided in the Act;*

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

*SECTION 1. The Board of Commissioners of this County hereby consents to the joinder of Snyder County as a member of the Authority, and hereby authorizes and directs such actions as may be necessary or desirable to enable Snyder County to join and become a member of the Authority in accordance with the Act and other applicable law.*

*SECTION 2. The above resolutions shall take effect immediately, and any resolutions or parts of resolutions that are inconsistent therewith are expressly repealed to the extent of such inconsistencies.*

*The foregoing resolutions were duly adopted by the Board of Commissioners of Mifflin County on the 19<sup>th</sup> day of May, 2022.*

*Commissioner Postal explained that Mifflin County is a member of the Joint Rail Authority. The Joint Rail Authority owns the railroad tracks that service Mifflin County Businesses. As a member of the Joint Rail Authority we have to give permission to allow Snyder County to join the Rail Authority.*

*Motion was made by Commissioner Postal to approve Resolution No. 16 of 2022. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

*N. Memorandum of Understanding with Young Men's Christian Association (YMCA) of Juniata Valley, Inc. for demolition of property using the Demolition Fund - \$6,140.00*

*Mr. Marks said this is part of the Act 152 program to remove blighted properties from the County. The money comes from a \$15.00 fee that is charged on deeds recorded in the Register and Recorder's Office. To date they have completed five projects. The original request was for \$4,900.00. Due to the cost of gasoline and dumping fees the cost has increased to \$6,140.00 for the county share. The YMCA is responsible for the other half. The total cost for the demolition is \$12,280.00.*

*Motion was made by Commissioner Postal to approve the Memorandum of Understanding. Commissioner Sunderland seconded the motion. The motion was unanimously approved.*

*Personnel:*

- Rescind the resignation of Emily Solt-Marks from Part-time LPN*
- Resignation of Corrections Officer Graham Dicken effective May 6, 2022*
- Resignation of Corrections Officer Lance Dressler effective May 7, 2022*
- Promotion of Makyla Henry from Fiscal Assistant to Accounts Payable Clerk effective May 9, 2022*



- *Resignation of Corrections Officer William Stringer effective May 18, 2022*
- *Resignation of Corrections Officer Casey Willis effective May 18, 2022*
- *Resignation of Accounts Payable Clerk Wendy Bubb effective May 20, 2022*
- *Resignation of Corrections Officer Connor Dicken effective May 21, 2022*

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

***IX. Adjournment:***

*With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:41 am.*

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*Secretary*

***ATTEST:***

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*Chief Clerk*