

The Board of Mifflin County Commissioners met for the 2024 Reorganization Meeting on Tuesday, January 2, 2024 at 1:00 p.m. In attendance were Commissioners Robert Postal; Kevin Kodish; Noah Wise; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Assistant Charity Larson

Guests present were, Planning Director Jim Lettiere, GIS Director Laura Lettiere, and Helen Kirk

The meeting was called to order at 1:00 p.m. by Commissioner Postal.

**I. Invocation:** The Invocation was given by Commissioner Kodish.

**II. Pledge of Allegiance:** The Pledge of Allegiance was said by all present.

**III. New Business:**

A. Selection of Board Officers

Commissioner Kodish made a motion to select Robert Postal as Chairman, Kevin Kodish as Vice-chairman, and Noah Wise as Secretary. Commissioner Wise seconded the motion. The motion was unanimously approved.

B. Appointment of Department Heads:

- Chief Clerk – Cathy Romig
- Director of Fiscal Affairs/Assistant Solicitor – Michael Baker
- Elections/Voter Registration Director – Paula Hoffman
- Chief Assessor/Director of Tax Services - Merry Bratton
- Veterans Affairs Director – James Conway
- GIS Director - Laura Lettiere
- Planning Director – James Lettiere
- Children & Youth Director – Nicole Patkalitsky
- Public Safety Director - Phil Lucas
- Physical Plant Director – Lonnie Griffith
- Warden – Jason Kormanic
- Public Defender – Shawn Curry
- Human Services Director – Melissa Stewart

Commissioner Kodish made a motion to approve the appointment of Department Heads as presented. Commissioner Wise seconded the motion. The motion was unanimously approved.

C. Appointment of all other County Personnel

Commissioner Kodish made a motion to approve the appointment of all other County Personnel not covered by union contract. Commissioner Wise seconded the motion. The motion was unanimously approved.

D. Set Meeting Day Schedules for 2024

### 2024 Meeting Schedule

Regular Meetings:

- Tuesday, January 2, 2024 for reorganization 1:00 p.m.
- First and Third Thursday of each month at 9:00 a.m. In the event there are five Thursdays in a month – there will be a meeting if needed, also at 9:00 a.m.

Prison Board:

- First Wednesday of each month at 1:30 p.m.

Salary Board:

- January 2, 2024 at 1:30 p.m. for reorganization and any other business
- Third Thursday of each month at 10:30 a.m., as needed

Board of Elections:

- Third Thursday of each month directly following the Commissioners' Public Meeting which begins at 9:00 a.m., as needed

Department Head

- As needed

Retirement Board:

- Thursday, February 29, 2024 at 2:00 p.m.
- Thursday, June 6, 2024 at 2:00 p.m.
- Thursday, September 5, 2024 at 2:00 p.m.
- Thursday, December 5, 2024 at 2:00 p.m.

Commissioner Wise made a motion to approve the 2024 meeting day schedules as presented. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Appointment of Commissioner Representatives to Advisory Boards/Authorities

2024 COMMISSIONER REPRESENTATIVES ON VARIOUS BOARDS/AUTHORITIES		
Board	Commissioner	Meeting date/time
Department Head Meeting	All Three	As needed
Election Board	All Three	Election night and Friday after and Thursdays as needed
JVBDS Tri County Board	All Three	Quarterly
Mifflin Juniata Human Services	All Three	Quarterly
Prison Board	All Three	1st Wednesday each month at 1:30 pm
Retirement Board	All Three	Advertised - Every Quarter
Salary Board	All Three	Advertised - 3rd Thursday of each month, as needed
Mifflin County Planning Commission	All Three	4th Thursday each month at 3:30 pm
MC Industrial Development Authority	All Three	Wednesdays as needed
United Way	Noah	
LEPC	Noah	
Youth Park Board	Noah	2nd Monday each month at 7:30 pm (no mtg in January)
Criminal Justice Advisory Board	Noah	4th Tuesday every other month at 12:00 pm every other month starting with January (annex)
Children & Youth Advisory Committee	Noah	As needed
Emergency Food & Shelter	Noah	Quarterly 4th Monday at 10:00 am
HSDF Board	Noah	Quarterly
Municipal Liaison	Noah	Schedule varies
Communities That Care	Noah	Quarterly
JVBDS Citizen Advisory Board	Noah	Wednesday before JVBDS Quarterly Board Meeting
Mifflin County Housing Authority	Noah	4th Wednesday bi-monthly at 4:00 pm
WIB/LEO Board	Rob	2nd Wed quarterly at 10:00 am (Union Co. Government Center) Annual Meeting in June starts at 9:00 am.
LEO Exec Board	Rob	3rd Friday every month
Downtown Lewistown Inc.	Rob	3rd Wednesday
Agriculture Preservation	Rob	3rd Wednesday each month as needed at 7:30 pm
Conservation District Board of Directors	Rob	3rd Tuesday each month at 7:30 pm April through October, 10:00 am November through March (no December meeting)
Seda-COG Joint Rail Authority	Rob	2nd Wednesday
Seda-COG Natural Gas Coop	Rob	3rd Friday
Extension Office Executive Board	Rob	Schedule not announced yet
Mifflin County Airport Authority	Rob	2nd Monday each month at 7:00 pm
JVBDS Executive Board	Rob	Monthly
Central Counties Youth Detention Board	Rob	2nd Friday each month at 9:30 am
Area Agency on Aging Board	Kevin	2nd Monday every other month at 1:00 pm
CARS Board	Kevin	2nd Tuesday every other month at 1:00 pm
Downtown Lewistown	Kevin	Varies
Library Board	Kevin	3rd Tuesday each month at 5:15 pm
Regional Services Corporation	Kevin	3rd Monday @ 1:00 pm
Juniata River Valley Visitors Bureau Brd.	Kevin	Quarterly
Seda-Cog Board	Kevin	4th Wed each month at 12:00 pm(lunch @ noon meeting starts @ 1:00) No August and November meeting. December is first Wednesday.
Education & Govn TV Channel Comm	Kevin	Varies
Regional Services Personnel	Kevin	Varies
Juniata Valley Chamber of Commerce	Kevin	Quarterly

Commissioner Kodish made a motion to approve the appointment of Commissioner Representatives to Advisory Boards/Authorities as presented. Commissioner Wise seconded the motion. The motion was unanimously approved.

F. Resolution No.'s 1 through 30 of 2024 to change county bank account signatures

- #1 – General Accounts
- #2 – Liquid Fuels
- #3 – 911 Telephone
- #4 – Offenders Supervision
- #5 – Counseling Fee
- #6 – Hazardous Materials Emergency Response
- #7 – Payroll
- #8 – Act 137
- #9 – Act 89
- #10 – Act 152
- #11 – Children and Youth
- #12 – Coroner Admin Fund
- #13 – CDBG
- #14 – Home Program
- #15 – Human Services
- #16 – Homeless Assistance
- #17 – Local Use Funds
- #18 – PIB
- #19 – Phare
- #20 – American Rescue Plan
- #21 – ERAP 2
- #22 – Human Services Block Grant
- #23 – SFPP
- #24 – Microenterprise Revolving Loan Fund
- #25 – Capital Reserve
- #26 – Inmate Fund
- #27 – Capital Reserve – 14 Month CD
- #28 – Capital Reserve – 9 Month CD
- #29 – Capital Reserve – 3 Month CD
- #30 – Capital Reserve – 6 Month CD

*Commissioner Kodish made a motion to approve Resolution No's 1 through 30 as presented. Commissioner Wise seconded the motion. The motion was unanimously approved.*

***IV. Public Comment***

GIS Director Laura Lettiere, stated it would be nice to hear more information on the Advisory Boards. Ms. Lettiere stated she is sometimes asked about the Boards and thought it would be useful for the Commissioners to consider speaking more about them at future meetings for the benefit of the public.

***V. Adjournment***

*With no other business on the agenda, Commissioner Postal adjourned the meeting at 1:06 p.m.*

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*Secretary*

***ATTEST:***

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*Chief Clerk*