

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, June 20, 2024 at 9:00 a.m. In attendance were Commissioners Robert Postal; Kevin Kodish: Chief Clerk Cathy Romig: Solicitor Steve Snook: and Fiscal Assistant Charity Larson. Commissioner Noah Wise was absent.

Guests present were, Deputy Treasurer Suzanne Kockenderfer, Human Services Director Melissa Stewart, Director of GIS Laura Lettiere, Planning Director James Lettiere, CDBG Grants Liaison Michael Fonti, SEDA COG Director of Community Development Tyler Dombroski, Matt Harper of the EADS Group, Michele Shirey, Brenda McCartney, Evelyn Gaisier, Scott Settle, and Mara Wise and Maelyn Gingrich from MCTV.

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

- I. Invocation:** The Invocation was given by Treasurer Diane Griffith.
- II. Pledge of Allegiance:** The Pledge of Allegiance was said by all present.
- III. Approval of Minutes:**

Motion was made by Commissioner Kodish to accept the minutes of the Regular Meetings of June 6, 2024. Commissioner Wise seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

- 1. *General Fund, Accounts Payable*
Ck. #'s 146552-146672 and EFT #'s 601826-601930 in the amount of \$916,533.63
- 2. *Payroll Account*
Ck. #'s 49852-79856 and Direct Deposit Advice #'s 56243-56469 in the amount of \$369,125.19
- 3. *911 Account*
Ck. #'s 5219-52827 and EFT #'s 80074-80075 in the amount of \$9,956.31
- 4. *LEPC Account*
Ck. # 1588 in the amount of \$111.96
- 5. *CDBG Account*
Ck. # 1738 in the amount of \$15,124.00

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

v. Treasurer’s Report:

TREASURER’S REPORT
6/05/2024-6/18/2024

General Account Starting Balance	\$2,868,770.21
DEBITS	
Deposits Receipts #121209-121390	529,684.53
Transfer from 911	0.00
Voided Checks	18.50
Transfer from LEPC	432.55
Interest	0.00
TOTAL DEBITS	\$530,135.58
CREDITS	
Bills Paid CK #'S146552-146672 EFT #'S 601826-601930	916,533.63
Transfer to Payroll	369,125.19
Adjustment	0.00
NSF Check	0.00
Transfer to Act 89	18,710.08
TOTAL CREDITS	\$1,304,368.90
Ending Balance (Interest @ 4.550% as of 6/18/2024)	\$2,094,536.89
Capital Reserve Account	
Invested at JV Bank @ 4.550% as of 6/18/2024	\$17,310,551.46
Report Subject to Audit	

Motion was made by Commissioner Kodish to approve the Treasurer’s Report as received, subject to audit. Commissioner Wise seconded the motion. The motion was unanimously approved.

VI. Meetings and Events:

Chairman Postal:

*CCAP Board and Committee Meetings
Retirement Board
Workshop Meetings
Opioid Workgroup
SEDA COG Joint Rail Authority
Central Counties Youth Center Personnel
JVBDS Joinder Board
Meeting with Snyder County Commissioners
MC Conservation District
LEO Board Meeting
Joint WDB/LEO Board Meeting
Internal (GIS; EMS; Maintenance; MC Library
Project; MC HC/USDA)*

Commissioner Kodish:

*Area Agency on Aging Board
Workshop Meetings
Meeting with EMS Director Lucas
JVBDS Joinder Board
Regional Services Corporation Board
Meeting with Snyder County Commissioners
Mifflin County Library Board
Juniata Terrace Historical Site Ceremony*

Commissioner Wise:

*Senior Game Ceremony
Meeting with EMS Director Lucas
Workshop Meetings
Joinder Board of Commissioners Meeting
Youth Park Board
Meeting with Snyder County Commissioners
Juniata Terrace Historical Site Ceremony*

VII. Public Comment:

None

VIII. New Business:

Recess Public Meeting 9:04 a.m.

Mifflin County and on behalf of Armagh Township, Brown Township, Derry Township, Granville Township and Lewistown Borough FFY 2024 CDBG First Public Hearing and Project Development Workshop Notice

Tyler Dombroski, SEDA COG Director of Community Development presented an overview of the CDBG program. He spoke briefly on the history of the program and noted an estimated allocation of \$223,208.00. Mr. Dombroski provided an application schedule and a list of eligible and ineligible CDBG activities. Eligible activities include such things as water system improvements, housing rehabilitation, recreational facilities, historic preservation, and economic development in addition to other activities.

Mr. Dombroski explained fundability under CDBG must meet one of three national objectives. He stated the objectives for any funded project are that it must be for low to moderate income persons, must eliminate slum or blight, or must respond to urgent need. He also elaborated on eligible applicants, match requirements/expectations, and applicant obligations.

Mr. Dombroski then made public announcements for Fair Housing Notice, the Antidisplacement Plan, Section 3 Preference, and Section 504 Outreach. He provided copies of each announcement for examination. Mr. Dombroski then went over a project review/community development plan. Information provided covered FFY 2024 project proposals, previously funded projects, and environmental/historical matters.

The floor was then opened for public comment. There were none.

With nothing further to discuss, the FFY 2024 CDBG First Public Hearing was adjourned.

Reconvene Public Meeting 9:20 a.m.

A. Request for exoneration of 2024 county portion per capita taxes:

- Brown Township Tax Collector Cheryl Hartzler – 61
- Granville Township Tax Collector Billi Weaver – 50
- Oliver Township Tax Collector Sherry Miller - 19

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

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

- Parcel No. 14,01-0115B located in Brown Township – building removed - \$1,833.30 (2022 & 2023)
- Parcel No. 14,11-0105 located in Brown Township – a dwelling and mobile home were demolished - \$292.56 (2024)

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

C. Professional Services Agreement with GeoDecisions, Camp Hill, PA for software install and imagery updates effective through December 31, 2026 - \$19,100.00

Director of GIS, Laura Lettiere stated this is for upgrades of services for all GIS systems within the county. GeoDecisions has serviced these systems in the past so are familiar with what is needed. Funding is coming through public safety.

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

D. Grant Agreements for the Homeless Assistance Program (HAP) for the period July 1, 2024 through June 30, 2025:

Human Services Director, Melissa Stewart stated the amounts listed for both agenda items D and E are stagnant amounts.

• Mifflin-Juniata Human Services	Case Management	\$5,800.00
• Mifflin-Juniata Human Services	Rental/Utility	\$4,942.00
• Shelter Services, Inc.	Emergency Shelter	\$9,000.00
• The Abuse Network, Inc.	Emergency Shelter	\$5,000.00
• Mifflin-Juniata Human Services	Administration	<u>\$2,749.00</u>
		\$27,491.00

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

E. Human Services Development Fund (HSDF) Agency Contracts for the period July 1, 2024 through June 30, 2025:

• Shelter Services	Emergency Shelter	\$1,500.00
• Lumina Center	Mentoring Program	\$5,000.00
• The Abuse Network, Inc.	Case Management	\$2,250.00
• Clear Concepts Counseling	Counseling	\$10,000.00
• Mifflin-Juniata Human Services	County Administration	\$5,000.00
• Mifflin-Juniata Human Services	Service Coordination	\$25,500.00
• Mifflin-Juniata Human Service	Additional Costs	<u>\$750.00</u>
		\$50,000.00

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

F. Change orders for the Library Project:

Commissioner Postal explained that under Phase 1 of the Library Project the children's room would need to be moved to a temporary location. Then in Phase 2 it would need to be moved again to a permanent location. It was decided these change orders should be presented for approval to prevent the children's library from having to be closed to the public twice. These changes will allow the children's library to be moved to the permanent location during Phase 1 of the project. All four change orders are being approved as one agenda item.

- No. GC-01 – Add Children's Library Area (General Construction) - \$60,700.00
- No. HC-01 – Children's Library Area (HVAC) - \$18,873.12
- No. PC-01 – Sprinkler Piping (Plumbing Construction) - \$39,227.00
- No. EC-01 – Children's Library Area (Electrical Construction) - \$55,478.00

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

- G. Resolution No. 37 of 2024 authorizing an application to the Pennsylvania Municipal Assistance Program to financially assist with the preparation of the County's Comprehensive Plan - \$68,618.00

RESOLUTION AUTHORIZING AN APPLICATION TO THE
PENNSYLVANIA MUNICIPAL ASSISTANCE PROGRAM
RESOLUTION NO. 37 of 2024
MIFFLIN COUNTY COMMISSIONERS

WHEREAS, the Mifflin County Commissioners will be undertaking a project to update the County's Comprehensive Plan in accordance with the Pennsylvania Municipalities Planning Code Act of 1968, P.L. 805 No. 247 as amended;

WHEREAS, the Pennsylvania Department of Community and Economic Development makes available grants-in-aid to such projects through the Municipal Assistance Program;

NOW THEREFORE BE IT RESOLVED that the Mifflin County Commissioners hereby authorizes submission of an application to the Municipal Assistance Program; and

BE IT FURTHER RESOLVED that the Mifflin County Commissioners hereby commits municipal resources in the amount of \$68,618.00 as match for said project.

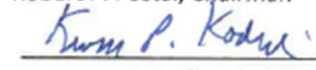
Adopted by the Mifflin County Commissioners this day of June 20th, 2024.

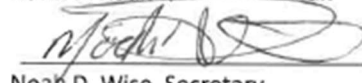
ATTEST:


Cathy L. Romig, Chief Clerk

Mifflin County Commissioners


Robert P. Postal, Chairman


Kevin P. Kodish, Vice Chairman


Noah D. Wise, Secretary

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

- H. Notice of award for the Granville Township Hawstone Sewer Project – C and R Directional Boring LLC in the amount of \$2,373,620.00

Planning Director James Lettiere stated the bid opened for this project on June 11th. Six proposals were received. C and R Directional Boring LLC came in with the lowest bid proposal. He is asking permission to accept the low bid.

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

- I. 2024 Liquid Fuels Distributions totaling \$62,549.00

2024 Liquid Fuels Distributions will be dispersed as follows:

Armagh Township	\$5,729.00
Bratton Township	\$2,168.00
Brown Township	\$5,186.00
Decatur Township	\$5,069.00
Derry Township	\$9,019.00
Granville Township	\$6,109.00
Menno Township	\$3,003.00
Oliver Township	\$3,171.00
Union Township	\$4,804.00
Wayne Township	\$4,921.00
Burnham Borough	\$2,035.00
Kistler Borough	\$1,000.00
Lewistown Borough	\$7,335.00
McVeytown Borough	\$1,000.00
Newton Hamilton Borough	\$1,000.00
Juniata Terrace Borough	\$1,000.00

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

J. Personnel:

- Resignation of Cindy Shouey from Corrections Officer effective June 5, 2024
- Resignation of Khaleema Mack from Part-time Corrections Officer effective June 6, 2024
- Hiring of Anna Grace Mock for a Probation Intern effective June 10, 2024
- Appointment of Sadie Isett as an unpaid intern in Emergency Services effective June 11, 2024
- Promotion of Tori Kenepp from Human Services Assistant to Fiscal Manager in the Human Services Department effective June 17, 2024
- Resignation of Whitney Yohn from Human Services Fiscal Manager effective June 26, 2024
- Appointed of Cassandra Trego for a Children and Youth Intern in the summer 2024 for 180 hours
- Resignation of Owen Shuey from Part-time Corrections Officer effective June 14, 2024

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 9:36 a.m.

Secretary

ATTEST:

Chief Clerk