

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, September 19, 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, Chief Probation Officer Nick Wolfkiel, Children and Youth Administrator Nicole Patkalitsky, Jami Glick from Crime Victim Services, Director of Planning James Lettiere, CDBG Grants Liaison Michael Fonti, Tyler Dombroski and Carol Kearney-High from SEDA-COG, Director of Human Services Melissa Stewart, Robin White, Maria Disabella from the Mifflin County Food Bank, Kelly Rivera, and Lily Rivera and Morgan Grimm from MCTV.

The meeting was called to order at 9:00 a.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. Approval of Minutes:**

Motion was made by Commissioner Kodish to accept the minutes of the Regular Meetings of September 5, 2024. Commissioner Wise seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

- 1. *General Fund, Accounts Payable*
Ck. #'s 147597-147741 and EFT #'s 602197-602301 in the amount of \$719,117.18
- 2. *Payroll Account*
Ck. #'s 79902-79905 and Direct Deposit Advice #'s 57813-58035 in the amount of \$369,096.61
- 3. *911 Account*
Ck. #'s 52878-52885 and EFT #'s 80092-80095 in the amount of \$31,819.78
- 4. *LEPC Account*
EFT # 1592 in the amount of \$383.82
- 5. *CDBG Account*
Ck. #'s 1755-1758 in the amount of \$158,211.80
- 6. *Liquid Fuels Account*
Ck. # 1741 in the amount of \$21,785.00

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
9/4/2024-9/17/2024

General Account Starting Balance	\$1,774,275.77
DEBITS	
Deposits Receipts #122282-122488	841,579.95
Transfer from LEPC	353.24
Voided Checks	0.00
Interest	0.00
TOTAL DEBITS	\$841,933.19
Bills Paid CK #S147597-147741 EFT #'S 602197-602301	719,117.18
Transfer to Payroll CK 79902-79905 DD 57813-58035	369,096.61
Adjustment	0.00
NSF Check	14,587.62
Transfer to Coroner	0.00
TOTAL CREDITS	\$1,102,801.41
Ending Balance (Interest @ 4.550% as of 9/17/2024)	\$1,513,407.55
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Capital Reserve Account	
Invested at JV Bank @ 4.550% as of 9/17/2024	\$15,325,271.92

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: PA Opioid Trust & Executive Committee
Retirement Board
SEDA-COG RLF Discussion
LEO/Workforce Board
2025 Budget Meetings (Tax Claim; Planning)

Commissioner Kodish: Regional Services Property Committee
County Retirement Board
Meeting with Director of Tax Services
Area Agency on Aging Board
Workshop Meetings
Library Site Visit
Regional Services Board
Library Board
PIMCC Finance Committee
2025 Budget Meetings (Treasurer; Planning;
Library; DA; Crime Services)

Commissioner Wise: County Retirement Board
Meeting with Director of Tax Services
CTC Meeting
Library Site Visit
LEPC Meeting
2025 Budget Meetings (Treasurer; Planning;
Library; DA; Crime Services)

VII. Public Comment:

None

VIII. New Business:

A. Election update

Commissioner Kodish gave a reminder that October 21st is the last day to register to vote in the November Election. Also, October 28th is the last day to request a mail-in ballot. The Elections office will be open until 5:00 pm on both those days.

To date 3127 mail-in ballots have been requested in Mifflin County. Ballots are expected to be mailed out the first week of October at the latest.

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

B. Proclamation – September, 2024 is Hunger Action Month

2024 Hunger Action Month Proclamation

WHEREAS, Hunger and food insecurity are issues of vital concern in Pennsylvania where, according to Feeding America, over 1.5 million individuals, one in eight Pennsylvanians, and one in every six children experience food insecurity. In Mifflin County one in 7 neighbors and one in 5 children are food insecure; and

WHEREAS, Adequate nutritious food has become more expensive and out-of-reach for many neighbors with food costs increasing more than 27%, leading to record demand for charitable food; and

WHEREAS, Food insecurity, the condition of limited or uncertain access to adequate food, is associated with numerous adverse social and health outcomes and is a critical public health issue; and

WHEREAS, Mifflin County is committed to taking steps to combat hunger in every corner of our communities, and to provide additional resources to those in need; and

WHEREAS, Mifflin County is committed to working with the Central Pennsylvania Food Bank to educate people about the role and importance of food banks in addressing hunger and raising awareness of the need to devote more resources and attention to hunger issues; and

WHEREAS, The Central Pennsylvania Food Bank distributed over 68.5 million pounds of food in Fiscal Year 2024 to Pennsylvanians experiencing food insecurity. In Mifflin County alone, over 870,000 pounds of food were distributed; and

WHEREAS, Public and private entities, including policymakers, business leaders, community activists, farmers, concerned citizens, and hunger relief organizations, must collectively work to address food-insecurity within the Commonwealth; and

WHEREAS, The month of September has been designated nationwide as "Hunger Action Month" to raise awareness of the issue of hunger and mobilize our legislature and the public to help end hunger in America; therefore be it

NOW, THERFORE, We, the Mifflin County Commissioners, do hereby recognize September 2024, as **HUNGER ACTION MONTH** in Mifflin County, Pennsylvania, and we call this observance to the attention of our citizens.

Maria Disabella thanked the Commissioners and recognized Melissa Stewart and Robin White from Mifflin County Human Services for their efforts. Ms. Disabella noted 1 in 7 people are hungry and without the support of the County the Food Bank would be unable to meet the needs of the community.

Ms. Stewart added there are approximately 600 families in Mifflin County considered food insecure. The Food Bank strives to eliminate those needs. Ms. White stated there is a food calendar posted monthly on the County website listing locations for food pick up.

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

- C. Change Order No. GC-2 with WSL, Inc. for the Library Project adding the East Wing Area – Demo and Framing – increase of \$58,000.00

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

- D. Change Order No. HC-2 with Allied Mechanical & Electrical, Inc. for the HVAC in the East Wing – increase of \$47,716.68

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

Recess Public Meeting 9:16 am

- Mifflin County and on behalf of Armagh Township, Brown Township, Derry Township, Granville Township and Lewistown Borough FFY 2024 CDBG Final Public Hearing Tyler Dombroski, SEDA COG Director of Community Development and Carol Kearney-High SEDA Cog Project Coordinator conducted the final CDBG Public Hearing for FFY 2024.

Reconvene Public Meeting 9:28 am

- E. Resolution No. 45 of 2024 authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the CDBG Program and approval of projects and allocations – Total Allocation \$781,884.00

RESOLUTION NO. 45 of 2024

A Resolution of the Mifflin County, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant (CDBG) Program, as authorized under the Housing and Community Development Act [42 USC 5301 and 24 CFR Part 570], and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that Mifflin County, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, the Mifflin County has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

WHEREAS, Mifflin County have undertaken a considerable citizen participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Development Plan; and

WHEREAS, Mifflin County are familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

WHEREAS, Mifflin County wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the Mifflin County that the Chairman, Robert P. Postal is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, Mifflin County agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the Chairman, Robert P. Postal of the Mifflin County is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of Mifflin County.

Adopted by Mifflin County at the regular meeting on September 19, 2024.

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

F. Resolution No. 46 of 2024 Fair Housing Policy for the County of Mifflin and on behalf of the Armagh, Brown, Derry and Granville Township Supervisors and the Lewistown Borough Council

FAIR HOUSING RESOLUTION No. 46 of 2024

LET IT BE KNOWN TO ALL PERSONS of Mifflin County and Mifflin County on behalf of ('obo') Armagh Township, Brown Township, Derry Township, Granville Township, and Lewistown Borough that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex (including gender identity and sexual orientation), national origin, religion, familial status (families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act) and the Pennsylvania Human Relations Act adds the additional protected classes of age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals. It is the policy of Mifflin County and Mifflin County 'obo' Armagh Township, Brown Township, Derry Township, Granville Township, and Lewistown Borough to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex (including gender identity and sexual orientation), national origin, religion, familial status, handicap, age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals. Additionally, it is illegal to retaliate against a person who has filed a fair housing complaint or assisted in a fair housing investigation. Therefore, Mifflin County and Mifflin County 'obo' Armagh Township, Brown Township, Derry Township, Granville Township, and Lewistown Borough does hereby pass the following resolution.

BE IT RESOLVED, that within available resources Mifflin County and Mifflin County 'obo' Armagh Township, Brown Township, Derry Township, Granville Township, and Lewistown Borough will assist all persons who feel they have been discriminated against because of race, color, sex (including gender identity and sexual orientation), national origin, religion, familial status, handicap, age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

BE IT FURTHER RESOLVED that Mifflin County and Mifflin County 'obo' Armagh Township, Brown Township, Derry Township, Granville Township, and Lewistown Borough shall make publicly known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Act, the Pennsylvania Human Relations Act, and any local laws or ordinances.

FURTHER ACTION will at a minimum include, but not to be limited to:

- (1) Publicizing the name and contact information of the local Fair Housing Officer, or publicizing the Pennsylvania Human Relations Commission and U.S. Department of Housing and Urban Development Regional Office as the acting local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and
- (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and
- (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:
 - a. Public advertisements for vacancy or discussing the program
 - b. Applications for assistance
 - c. Contracts
 - d. Municipal letters dealing with the federal programs

If you are a person with a disability or have Limited English Proficiency and require reasonable accommodation or document translation, please contact the business offices of Mifflin County, 20 North Wayne Street, Lewistown, PA, 17044, 717-248-6733, <https://www.mifflincountypa.gov/>.

Approved at the regularly scheduled meeting of Mifflin County 'obo' Armagh Township, Brown Township, Derry Township, Granville Township, and Lewistown Borough held September 19, 2024.

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

G. Resolution No 47 of 2024 Appointing Physical Plant Director, Lonnie Griffith, as a Section 504 Compliance Officer and Establishing a Grievance Procedure

RESOLUTION NO. 2024-47

**THE MIFFLIN COUNTY BOARD OF COMMISSIONERS
APPOINTING A SECTION 504 COMPLIANCE OFFICER AND
ESTABLISHING A GRIEVANCE PROCEDURE**

WHEREAS, Mifflin County, Pennsylvania, is a recipient of federal funds from numerous sources, including the Community Development Block Grant (CDBG) program administered by the Pennsylvania Department of Community and Economic Development (DCED), and

WHEREAS, Mifflin County is statutorily required to develop administrative procedures and regulations in accordance with 24 CFR Part 8 of the Code of Federal Regulations, as effectuated on July 11, 1988, to implement Section 504 of the Rehabilitation Act of 1973;

WHEREAS, Mifflin County must designate a Section 504 Compliance Officer who will serve as the Mifflin County's designated representative for any and all complaints regarding 24 CFR Part 8 of the Code of Federal Regulations and adopt grievance procedures;

WHEREAS, Mifflin County has begun public outreach and consultation with interested parties to solicit input and feedback regarding Mifflin County's compliance with administrative rules and regulations related to Section 504 of the Rehabilitation Act of 1973;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Mifflin County as follows:

1. Director of Maintenance, Lonnie Griffith, of the Mifflin County Maintenance Department is hereby designated as Mifflin County's Section 504 Compliance Officer.
2. Mifflin County has adopted a grievance procedure for any and all complaints regarding accessibility to all Mifflin County owned facilities and programs.

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

H. Minority and Women's Business Enterprise Action Plan

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

I. Section 3 Action Plan

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

J. CDBG/Home Program Procurement Policy

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

K. Application for the RASA/VOJO Grant \$75,560.00

Crime Victim Services, Jami Glick stated this is a one-year grant for both adult and juvenile crime victim services.

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

L. Reappointment of Troy Boring, Belleville, PA to the Airport Authority for a five-year term

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

M. Reappointment of Allana Hartung, Lewistown, PA to the SEDA Foundation, Inc. Board of Trustees and Revolving Loan Committee for a three-year term

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

N. Purchase of Service Agreement for use, if needed, by Children and Youth

Children and Youth Administrator Nicole Patkalitsky presented the following for approval:

- a. Centre County Children's Advocacy Center, Bellefonte, PA at \$450 per interview
- b. George Junior Republic, Grove City, PA

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

O. Intermediate Punishment Grant Program contracts for the period July 1, 2024 through June 30, 2025:

Chief Probation Officer Nick Wolfkiel presented the following for approval:

- Brighter Visions Counseling - \$32,435.00
- Juniata Valley Tri-County Drug and Alcohol - \$17,690.00
- Clear Concepts Counseling - \$32,435.00
- CenClear Counseling - \$30,160.00

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

P. Personnel:

- Hiring of Trevor Hyle for part-time Sheriff Deputy effective September 23, 2024
- Hiring of Richard Kelley, Jr. for a part-time Corrections Officer effective September 23, 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 9:44 a.m.

Secretary

ATTEST:

Chief Clerk