

# Mifflin County Planning Commission 2025 Annual Report





# **MIFFLIN COUNTY PLANNING COMMISSION 2025 ANNUAL REPORT**

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May 5, 2026

# MIFFLIN COUNTY PLANNING & DEVELOPMENT DEPARTMENT



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April 30, 2026

Mifflin County Board of Commissioners  
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Dear County Commissioners:

The Mifflin County Planning Commission is pleased to submit to you and the citizens of Mifflin County our 2025 Annual Report. For more than 50 years, the Planning Commission has been actively involved with planning and community development projects throughout Mifflin County and the surrounding region. Our report for 2025 describes new projects of community interest and reports on the continuing progress of current projects.

During 2025 the Planning Commission and the Mifflin County Planning and Development Department were involved with the adoption of “Mifflin County 2035: A Decade of Progress”, the County’s 10-year Comprehensive Plan, the completion of the Granville Township-Hawstone Road (SR 333) public water and public sewer extension Community Development Block Grant (CDBG) projects, the award of the County’s Safe Streets and Roads for all (SS4A) grant, the design and engineering for renovations to the YMCA pool ceiling and pool pack system and other projects identified within this report.

As always, our accomplishments would not have been possible without the continued support and assistance of the Mifflin County Board of Commissioners. To fulfill our obligation under the Pennsylvania Municipalities Planning Code, Act 247 as amended, it is with great pleasure that we present to you the 2025 Mifflin County Annual Report. Thank you.

Sincerely

A handwritten signature in cursive script, appearing to read "Kent Spicher".

Kent Spicher  
Chairman



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## **SECTION 1: INTRODUCTION**

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### **1.1 Mifflin County Board of Commissioners**

Robert P. Postal, Jr., Chairman  
Kevin P. Kodish, Vice-Chairman  
Noah D. Wise, Secretary  
Cathy L. Romig, Chief Clerk

The Board of Commissioners is Mifflin County’s chief governing body, The Commissioners appoint the Planning Commission as an advisory board, which is provided for in the Pennsylvania Municipalities Planning Code (MPC).

### **1.2 Mifflin County Planning Commission**

Kent Spicher, Chair	Joshua Yetter Clark
Dan Dunmire, Vice Chair	William Campbell
Michele Bair, Secretary	Daniel Firth
Thomas Lake	Edward Mann (appointed 7/2025)
Kay Semler	

Linus Fenicle, Solicitor	Smigel, Anderson & Sacks LLP
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The mission of the Mifflin County Planning Commission is to provide strategic, coordinated and objective guidance and oversight to the growth, planning, and development activities of Mifflin County. In doing so, it is the goal of the Planning Commission to ensure Mifflin County’s future is characterized by a healthy environment, economy, and society achieved through proactive planning, citizen representation, effective communication and the provision of professional services from the Mifflin County Planning and Development Department.

### **1.3 Mifflin County Planning and Development Department**

James P. Lettiere, AICP, Planning Director  
Candace Rager, Planning Secretary  
Justice Curry, Planning Technician  
Madison Price, Grants Liaison  
Kristen Price, Grants Program Administrator

The Planning and Development Department is responsible for providing staff assistance to the Mifflin County Planning Commission; administering the Mifflin County Subdivision and Land Development Ordinance, Community Development Block Grant (CDBG) program, Home Investment Partnership Program, Act 137 (The Affordable Housing Fund Program) and Housing Rehabilitation Program; maintaining the Mifflin County Comprehensive Plan; and coordinating with other agencies in the areas of transportation, housing, economic development, municipal waste management, hazard mitigation, recreation, and tourism.

In addition to the projects outlined in this report, staff members of the Planning and Development Department were active in several community groups and committees to support efforts to improve the quality of life for residents in Mifflin County. Some additional activities of the staff include involvement with and participation on the SEDA-COG Regional Transportation Advisory Committee, Downtown Lewistown, Inc. (DLI), Pennsylvania Chapter of the American Planning Association, PA County Planning Directors Association, YMCA, PA Municipal Planning Education Institute, the Mifflin County Housing Coalition, and the Mifflin County Housing Authority.

#### **1.4 Planning and Development Committees**

The following committees were active in 2025:

##### **Subdivision and Land Development Review Committee:**

The Subdivision and Land Development Review Committee reviews subdivision and land development plans and provides recommendations to the Mifflin County Planning Commission regarding approval of these plans. This committee meets monthly.

Members: Daniel Dunmire    Joshua Yetter Clark    Daniel Firth    Thomas Lake

## **SECTION 2: PLANNING AND COMMUNITY DEVELOPMENT**

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### **2.1 Planning**

#### **Planning Services**

The Planning and Development Department provides professional planning services for all sixteen (16) municipalities by providing review comments for all subdivision and land development applications. The county is mandated by the Pennsylvania Municipalities Planning Code to perform these reviews. There are six (6) municipalities that are governed under the Mifflin County Subdivision and Land Development Ordinances, which are Bratton and Wayne Townships and the Boroughs of Newton Hamilton, McVeytown, Juniata Terrace, and Kistler. The Mifflin County Planning Commission has jurisdiction for all six (6) municipalities regarding subdivision and land development activity. The remaining ten (10) municipalities are governed under their own separate subdivision and land development ordinances, and in some instances their own zoning ordinances. These ten (10) municipalities have jurisdiction over all subdivision and land development activity and the Mifflin County Planning Commission provides advisory comments only.

The Planning and Development Department provides services to Derry Township to assist the Derry Township Planning Commission with reviewing their subdivision and land development plans and regulations, as well as zoning ordinance changes. Professional planning staff in the department attend regularly scheduled Derry Township Planning Commission meetings and keep the township informed of important matters. This type of contract service agreement is available to municipalities in the county. In addition to the services mentioned above, the Planning and Development Department can also provide assistance with comprehensive planning, capital investment program/budget reviews, and planning commission training and education.

#### **Open Space and Rural Recreation**

In 2020 YSM Landscape Architects completed a feasibility study to develop 2 trails from Victory Park to the Stone Arch Bridge, and from Victory Park to Kish Park. Our department's focus is the development of Phase 1 of the Victory Park to the Stone Arch Bridge segment. Since 2020, the development of these trails never came to fruition due to financial constraints and staff changes within the department. However, in late 2025 and early 2026, there has been renewed interest in moving forward with Phase 1 of the Victory Park to the Stone Arch Bridge trail.

The 2020 study did not include legal feasibility, ownership, community outreach and operations, and trail maintenance. These are the critical next steps that must be worked out with Lewistown Borough Officials. The trail alignment, which is considered the southern segment, begins at Victory Park in the borough and travels 1.4 miles, parallel to the eastern bank of the Juniata River, extending to Stone Arch Bridge along Jack's Creek, to the Derry Township boundary.

We are attempting to start at Stone Arch Bridge and work our way towards Victory Park simply because this will be the least difficult of the 2 approaches. The overall existing trail connections referred to as "River Walk" are all within the boundaries of Lewistown Borough. This additional trail, if developed, will complement the existing River Walk trails and add more trail opportunities for borough and county residents.

## *Section 2: Planning and Community Development*

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These consist of the Rec Park Trail = 1.07 miles, Kish Riverwalk situated between S. Dorcas and Main Streets = 0.21 miles, Downtown Connector from Main Street to Victory Park = 0.23 miles and Victory Park 0.21 miles, S.H. Rothermel Trail a.k.a. Phase 1 of Juniata River Trail = 0.72 miles and Phase 2 completed in October 2024 = 0.49 miles. The total trail distance is 2.93 miles.

The study of the Victory Park to the Stone Arch Bridge concluded this trail segment is feasible from a physical perspective and the majority of the existing space within the study corridor is of sufficient dimension and slope to accommodate the development of the trail. The total trail distance would be 1.4 miles.

However, the cost to develop the entire trail in 2020 was approximately \$1,205,000. Most certainly this figure would be greater based on the consumer price index (cpi). Therefore, this will need to be phased and Phase 1 from the Stone Arch Bridge to the Borough's Wastewater Treatment plant would consist of 1.03 miles of which 0.66 miles would be along state and borough right-of-way's i.e., sidewalks, and .37 miles would be the construction of a ten-foot bituminous walking trail or approximately 2,200 linear feet. It would also include improvements to the trail head at Stone Arch Bridge, rehabilitation of existing sidewalks, and interpretative signage.

Phase 1 will begin at the parking lot of the Stone Arch Bridge, northwest along Main Street, left or south along Wilson Avenue towards the borough's fields, west along the bottom section of the fields, along Clinton Alley west, then left or south along Washington Avenue, then to the treatment facility. Phase 1 would include crosswalk and sidewalk improvements at 6 intersections, site amenities, way finding trail markers, benches, trash receptacles, bike racks, one boardwalk and drainage crossing at Rotary Fields, and stormwater, erosion and sedimentation control. Total estimated costs for Phase 1 are projected at 661,109 dollars.

The 3 significant items we need to discuss and reach an agreement on are:

- Easements from the borough council to traverse Rotary Fields
- Lewistown Borough's Wastewater Treatment Plant
- Trail maintenance

Additionally, the proposal includes a trail head which includes an 8-car parking lot on the treatment plant property. PA-DCNR requires this as part of their grant. Our approach would be to address developing the trail on the borough's property to be the least disruptive to the functions of the ball fields and the treatment plant, in addition to protecting the integrity of both facilities.



### **Revolving Loan Fund Program**

In 1997 Mifflin County established the Mifflin County Revolving Loan fund with Community Development Block Grant (CDBG) funding from the Pennsylvania Department of Community and Economic Development (DCED). The funds were from entitlement municipalities of Lewistown Borough, Granville, and Derry Townships. The intent of the loan program was to create loans to small businesses for the creation or preservation of jobs for low-income persons.

In 2006, Mifflin County established its Revolving Loan Fund (RLF) to encourage business retention and expansion for new and existing businesses in the Greater Lewistown area (Burnham and Lewistown Boroughs, Derry and Granville Townships). The goal was to create or save one job for each \$10,000 loaned with a maximum loan amount of \$50,000. Funding for this program was based on a grant provided by the U.S. Department of Agriculture (USDA) Rural Business Enterprise Grant (RBEG) program.

In August 2024, the County Commissioners decided to combine both loan balances to create “The County Revolving Loan Program” since both programs were very similar. Subsequently, in November 2024, the County Commissioners designated the Mifflin County Loan Administration Board and the Mifflin County Planning Director as the primary contacts to operate the commercial loan program. They also entered into an agreement with SEDA-Council of Governments to provide professional and technical services to operate the loan program. Some of their services include loan underwriting, closing, servicing, and reporting. Since these changes, no loans have been processed during 2025.

### **Mifflin Moves: Electric Avenue/Highland Park Safe Streets to School Project**

In June 2023 the County Commissioners adopted Mifflin Moves, which represents the County’s Active Transportation Plan. Within the plan are 6 pilot projects which are the result of extensive public outreach, which included a steering committee consisting of the Juniata River Valley Chamber of Commerce (JRVCC), Juniata River Valley Visitors Bureau (JRVVB), Two Brothers Bike Company, Downtown Lewistown, Inc. (DLI), Geisinger Lewistown Hospital, Mifflin County Planning and Development Department (MCPDD), SEDA-COG and PennDOT District 2 representatives. The goal was to address traffic calming, provide amenities for non-motorized transportation, for pedestrians, scooters, e-bikes, strollers, and manual bikes, and provide connectivity between various geographic areas in the county.

The Electric Avenue/Highland Park Safe Streets to School Project is 1 of the 6 pilot projects and the boundary area for these proposed improvements are along Electric Avenue (SR 1105), and from Ort Valley Road (T-373) to the entrance of Kish Park along Logan Boulevard (SR 1005). The approximate length of this project is 4,768.8 feet or 0.903 miles. In the fall of 2025, the county applied for a grant in the amount of \$1,485,898.00 through PennDOT’s Transportation Alternative Set-Aside Grant Program. Awards are anticipated to be made in the Spring 2026. The project is entitled Mifflin Moves: Electric Avenue/Highland Park Safe Routes to School Project Phase 1.

The corridor is primarily commercial, lined with restaurants, retail, and service-oriented businesses and directly connects to the Geisinger Lewistown Hospital and medical campus at the intersections of 3<sup>rd</sup> and 4<sup>th</sup> Streets. There is a middle school with 717 students and a high school with over 1,000 students within a half mile from the corridor. The Mifflin County School District just completed a 15-million-dollar sports complex that include 2 new football fields, concession stands, restrooms, and a new running track. The corridor also provides direct access to the US 322 and 522 interchanges.

## *Section 2: Planning and Community Development*

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The area is located in Census Tract 9611.01. It includes well-established residential neighborhoods known as Highland Park, Mount Rock, Freedom Avenue, and Yeagertown. The majority of the corridor is in Block Group 4 which contains a 60.80% low moderate-income level. Also 1 in 5 residents (19.9%) are under the age of 18. The demographics align directly with the goals of the Safe Routes to school program.

The project is to construct 5' sidewalks with curbing, 6' dedicated striped bike lanes on the eastern side only, enhance pedestrian safety by creating crosswalks at the intersections of 3<sup>rd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> streets, refuge islands where feasible, ADA ramps, installation of signage and way finding, reconfigure property access i.e., driveways to reduce conflict points, and install bike parking at destination points along Logan Boulevard SR 1005.

This overall project is for eastern and western portions of the corridor totaling approximately \$2,756,790. However, this project will be phased only to address the eastern portion which our engineer estimated to cost \$1,614,739. The grant request is \$1,485,898. The difference (\$128,841) would be paid by the county's general fund.

Crosswalks can slow traffic down to allow pedestrians to traverse at the 3 key intersections located at 3<sup>rd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> Streets. This corridor needs to be put on a "Road Diet", since it was developed exclusively for the automobile with no thought or consideration to accommodate non-motorized transportation, walking, biking, e-bikes, e-scooters, strollers, and wheel chairs.

This is a three-lane corridor that includes one middle turn lane and two lanes of travel north and south approximately 11' wide and two shoulders approximately 8' on each side. Average daily traffic is 9,500 vehicles per day. There are three signalized intersections and the existing sidewalks are inconsistent and poorly connected. There are numerous access points, uncurbed parking, and lack of access management that creates conflict points between vehicles, pedestrians, and bikes.

Of critical importance to this grant request, is who is going to be responsible for sidewalk maintenance and snow clearing. The entire project area is within Derry Township which has a total population of 7,212 residents.

Currently, the township has an ordinance in place that requires property owners who have sidewalks along the frontage or side yards of their property to clear snow within 48 hours, but they don't have an ordinance in place that makes the property owner responsible for up-keep and maintenance.

The Derry Township Supervisors made a written commitment to adopt an ordinance in their property maintenance code to require property owners who have sidewalks along their property lines keep their sidewalks in a proper state of repair and free of hazardous conditions during the spring of 2026.

The project was evaluated using PennDOT's Connects Environmental Screening Tool. The project is located less than ¼ mile from the Kishacoquillas Creek and Tributary of the Juniata River. Kish is designated as a High-Quality Cold-Water Fishes, Migratory Fishes. It carries a designation as both a Class A Wild Trout Stream and Stocked Trout waters by the commonwealth. The project is not expected to have an impact on soils of statewide importance, since it's currently commercially developed and is fully integrated into the transportation network.

The project is consistent with the SEDA-COG-MPO Complete Street Policy, since it will provide inclusive transportation infrastructure and accommodating options that are safe, comfortable, convenient, and will expand mobility and quality of life to better serve the travel needs of residents and visitors. It also addresses the "Road Diet" concept by calming traffic, reducing excessive roadway for the automobile and

accommodating non-motorized transportation needs, which will visually enhance the appearance of the corridor, which can serve as a catalyst for future investment thereby increasing the tax base. Mifflin Moves has been adopted as part of the MC Comprehensive Plan entitled Mifflin County 2035: A Decade of Progress. See Figure-1 below for the location of these proposed improvements.



Figure-1

### **Allensville Streetscape and Safety Improvements Projects**

The first phase of this project involves directly widening sidewalks, creating designated pedestrian crossings, installing mountable curbs, cross hatched medians to provide respite for pedestrians, implementing pedestrian-scale lighting to enhance visibility, and providing signage that will ensure motorists are aware of bikes, buggies, horses, and pedestrians. The arrangement is the county’s grant consultant will prepare the Pennsylvania Department of Community and Economic Development Multi-Modal grant on behalf of Menno Township in the amount of approximately \$650,000 to make these enhancements. The grant application was due at the end of July 2025. Phase 2 of this project involves a streetscape enhancement project consisting of lighting, benches, trash receptacles, trees, pavement markings, and additional traffic calming measures.

The Allensville’s Traffic Calming Project was not awarded 2.5 million from PA-DCED’s CFA, MTF program. However, the county’s consultant paired down the project to address the crosswalks and gateway medians and applied for \$531,692 from PennDOT’s MTF, providing another opportunity to apply again for supplemental funding from PA-DCED’s CFA to address the other streetscape components of the project.

### **SEDA-COG Metropolitan Planning Organization (MPO)**

The Planning and Development Department continued to represent Mifflin County on the SEDA-COG Metropolitan Planning Organization (MPO) during 2025, which guides the transportation planning and programming process in Clinton, Columbia, Juniata, Mifflin, Montour, Northumberland, Snyder, and Union counties.

The MPO is responsible for recommending projects for the Commonwealth's Twelve-Year Transportation Plan and assisting in the development of the SEDA-COG Regional Transportation Improvement Program and Long-Range Transportation Plan (LRTP). The LRTP is a multi-modal plan, which describes performance measures, assesses the transportation needs and recommends a list of projects to be developed and delivered over the life of the plan. This plan is linked to the SEDA-COG Unified Planning Work Program that in the past provided financial assistance toward the development of the Mifflin County Comprehensive Plan and the Mill Road/Electric Avenue Interchange Improvement Study. The MPO also reviews and recommends projects submitted for the state Multimodal Transportation Fund, federal Transportation Alternatives Set-Aside (TA Set-Aside) program, federal Appalachian Regional Commission (ARC) Local Access Road, and program funds. The types of projects evaluated include bicycle, pedestrian, historic preservation, bridge, public transit, and roadway access enhancements.

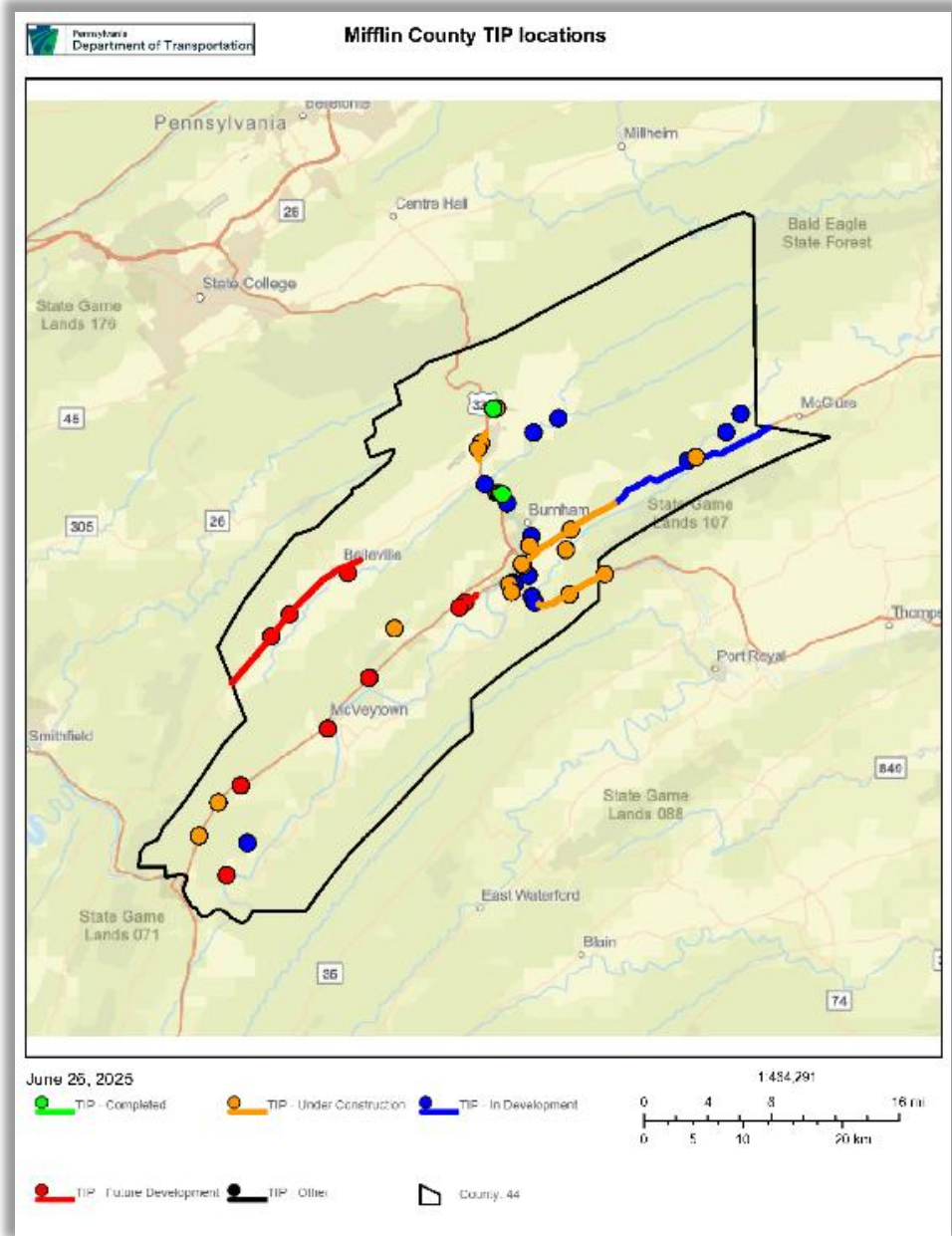
During the November 21, 2025 meeting, a representative from Rabbittransit Stop Hopper Service provided an overview of this public transportation system. At the time of the presentation, these public transportation services are focused in Union, Snyder, Northumberland, Columbia, and Montour Counties. The services attempt to fill in the gap where there is no active public transportation available for those needing transportation to medical facilities and grocery shopping. A consistent dedicated funding source to subsidize this service is critical for its operation. Some of the funding is derived from state human services dollars, and there is a local match component from participating counties in order to secure federal funding. One advantage for Mifflin County is that the recently adopted Comprehensive Plan identifies that public transportation is sparsely available for those in need. Getting to and from medical facilities, places that sell goods, services, local parks, and recreational amenities are difficult for those lacking adequate transportation. Our department intends to have further discussions with the County Commissioners and Rabbittransit to gauge the possibility of expanding this service to serve people within Mifflin County.

### **SEDA-COG Transportation Improvement Plan (TIP) 2027-2030**

Our department participated in a meeting with SEDA-COG and PennDOT regarding the county's bridge priorities for the 2027-2030 Transportation Improvement Plan (TIP). This is a fiscally constrained program involving SEDA-COG, PennDOT, and the Federal Highway Administration that provides funding for road and bridges and also safety improvements along local roadways. We used the Bridge Capital Plan prepared by Keller Engineers as the basis to rank our priorities. They include county owned #1 (T-315) Jacks Creek Road over Jacks Creek which is a deck and superstructure rehabilitation project estimated at \$1.3 million, #2 (T-480) Chestnut Street Extended over Kish Creek in Derry Township, which is a deck rehabilitation project estimated at \$567,000 and #3 (T-465) Barefoot Road over Treaster Run which is a total replacement project estimated at \$1.5 million. We also are assisting Armagh Township with potential funding to address safety concerns at the intersection of Hill Street (T-819) and Old US Route 322 near the Milroy Veterans Memorial. These improvements may include lighting, signage, and pavement markings to prevent motorists from crashing into the guardrail and memorial.

Meetings to discuss local bridge priorities by the county for the TIP update were held from May-July 2025 and staff from SEDA-COG worked to screen and score candidate projects. The local bridge priorities were endorsed by the MPO at the September 19, 2025 meeting. Statewide financial guidance was released on May 21, 2025 and SEDA-COG is being allocated \$356,538,000 in Highway Bridge funds. This amount is \$1.5 million less overall compared to the 2025-2028 TIP allocation.

**Figure 5** represents Mifflin County’s currently funded TIP Projects. This map was created by PennDOT.



**FIGURE 5**

**Mifflin County 2035: A Decade of Progress-The County’s Comprehensive Plan Update**

In accordance with the Pennsylvania Municipalities Planning Code (Article 3 Section 301.4.), the county is required to prepare and adopt a comprehensive plan which must be updated every ten (10) years. The last comprehensive plan was prepared and adopted in 2014. The new plan has been prepared by the county’s consultant Michael Baker, International. The county selected this firm based on a formalized review of firms who responded to the Request for Proposals (RFP). The county received four (4) proposals. The county and the consultant entered into a contractual agreement in May 2024.

The plan is a long-range visioning document that helps the community manage short- and long-term land use changes, plans for future investments in parks and recreational amenities, and identify needed improvements for public infrastructure such as roads, public water, and sewer availability, broadband connectivity, local policies, shaping budgets, and partnering with municipalities and non-profit organizations.

The Planning and Development Department created the Planning Advisory Committee (PAC)

consisting of a representative from all 16 municipalities, the Mifflin County School District, the Juniata Valley Chamber of Commerce, the Juniata River Valley Visitors Bureau, the Mifflin County Industrial Development Corporation (MCIDC), the Mifflin County Conservation District, and Downtown Lewistown, Inc.

The PAC is an advisory committee to the county and the consultant. They have participated in four meetings. Their responsibilities included assisting with the preparation of a community survey that was launched on November 2024 and was open until March 2025. The public survey outlines issues that are most important for the new plan to address, and what policy changes or infrastructure improvements should be prioritized. There was a total of 778 responses and there was a 68% completion rate. Other responsibilities of the PAC were to assist with the creation of a vision statement and to name the new plan. The plan is named Mifflin County 2035: A Decade of Progress. The vision statement is “Mifflin County will be a place known for its preserved history and rural character, its outdoor recreation, healthy communities and vibrant economy achieved through collaboration”.

The Mifflin County Planning Commission recommended approval of the plan to the County Commissioners at their December 18, 2025 meeting. The County Commissioners adopted Resolution No. 10 of 2025 which officially adopted the plan. The plan can be accessed through the county website at the following link: <https://www.mifflincountypa.gov/planning/comprehensive-planning-02304463cdf9b347cfcc12bf1e292539>

### **Safe Streets and Roads for All Grant (SS4A) Federal Highway Administration**

The Mifflin County Commissioners and Michael Baker, International entered into a client services agreement April 2, 2026 for the preparation of the County’s Comprehensive Safety Action Plan through a grant the county received from the Federal Highway Administration’s Safe Streets and Roads for All (SS4A) grant during 2025. The purpose is to address disproportionate safety concerns for pedestrians and other non-motorized roadway users, to move the County towards 0 deaths as a result of accidents, with a balanced transportation system that uses systemic and data driven solutions.

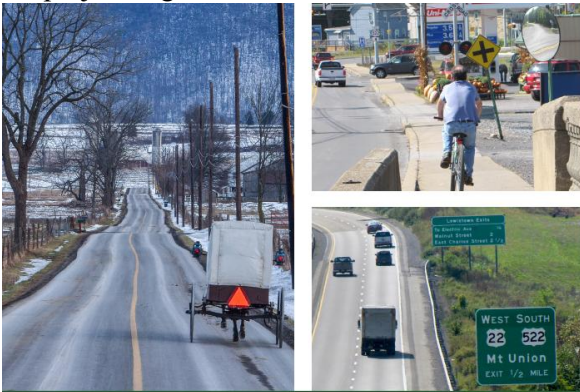


Michael Baker, Int. along with our office, a yet to be created Planning Advisory Committee, will consist of the road masters from each of the 16 municipalities, a representative from PennDOT, and a representative from SEDA-COG. It will serve as the project’s governance and coordination forum, validating key issues and data findings, advising an outreach, refining prioritization criteria, and helping ensure recommended strategies are feasible and supported across jurisdictions. The contract amount is \$445,527 which consists of the grant in the amount of \$356,458 and the county’s match of \$89,115.


There will be 2 sub consultants to assist with transportation matters. They are Kittelson and Associates, and Bowman Consulting Group Ltd. who have extensive SS4A experience.

The deliverables include:


- a minimum of four engaging public events timed to align with major plan milestones and designed to gather actionable input on safety issues and plan recommendations
- a public outreach survey to collect input on safety concerns, travel patterns, and locations of concern
- priorities for improvement
- a final safety action plan.



REQUEST FOR PROPOSALS  
**Safe Streets for All (SS4A)**  
Comprehensive Safety Action Plan



PREPARED FOR:  
James Lettiere, AICP, Planning Director  
Mifflin County Planning and Development Dept.  
Mifflin County Courthouse  
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Lewistown, PA 17044



PREPARED BY:  
Michael Baker International, Inc.  
4431 North Front Street  
2<sup>nd</sup> Floor  
Harrisburg, PA 17110

The benefits to the county and the municipalities will be the identification of projects with tentative cost estimates in order to apply for grant funding to further implement those prioritized projects. All of this should take 15 months to complete and a final plan must be complete by December 31, 2027. The final report must be complete by March 1, 2028. The grant is on a reimbursement basis.

### **Mifflin County Countywide Action Plan (CAP) 2025 Report**

Joshua Yetter Clark, CBLP-D,-I is the Countywide Action Plan (CAP) Program Manager with Herbert, Rowland & Grubic, Inc. and an active member of the Mifflin County Planning Commission. Josh has been instrumental in managing the CAP and works closely with Trevor Weaver, Executive Director with the Mifflin County Conservation District and the Mifflin County Planning and Development Department to select eligible projects for consideration.

#### **1. Executive Summary**

The 2025 Mifflin County Countywide Action Plan (CAP) reflects continued progress toward improving water quality, advancing conservation practices, and achieving Chesapeake Bay pollutant reduction goals through coordinated planning, strategic investments, and strong local partnerships. Led by the Mifflin County Conservation District (MCCD) with technical and administrative support from HRG, Inc. and regional partners, the county successfully leveraged federal and state funding to implement agricultural, stream, wetland, and urban stormwater best management practices (BMPs) across priority watersheds.

## 2. Coordinator Initiatives

### Outreach

#### 2025 Farm Visits (Lancaster Farmland Trust (LFT))

In partnership with the Lancaster Farmland Trust (LFT), MCCD identified a focus area for BMP scoping site visits on 15 farms. At these site visits, LFT created comprehensive lists of recommended BMPs and gathered preliminary information to inform engineer's inventories and evaluations (I&Es) including but not limited to an analysis of existing farm/BMP conditions along with initial BMP recommendations, BMP project scopes, BMP project budgets, and photographs. LFT also secured landowner agreements for projects seeking implementation funding, as appropriate. LFT also directed producers to MCCD for the development of Agricultural Erosion and Sediment (Ag E&S) Plans, Manure/Nutrient Management Plans, I&Es, etc. as needed for each operation.

### Funding

#### 2024 CAP Implementation Block Grant

A final reimbursement request for 2024 expenditures was compiled for submission in early January, with HRG providing continued support for reimbursement requests during January and February.

HRG attended a Lewistown Country Club Board meeting to review CAP-funded projects, discuss implementation timelines, and review the landowner agreement. A subsequent coordination meeting was held on April 21, 2025 with all project contractors and club representatives to discuss implementation sequencing and establish a coordinated project calendar.

In October, HRG evaluated the expenditure status of 2024 funds and the required spend-down by the October 31, 2025 deadline. HRG prepared and submitted a reimbursement request to fully expend remaining 2024 funds and partially expend 2025 funds, satisfying Pennsylvania Department of Environmental Protection (PADEP) requirements and ensuring eligibility for the county's full 2026 CAP allocation. In November, HRG confirmed full expenditure of 2024 funds by the deadline, along with additional utilization of 2025 funds. Remaining 2025 funds must be fully expended by June 30, 2026, to close out the current CAP Grant Agreement. HRG developed a tracking spreadsheet comparing project-level budgets with PADEP records and will continue to maintain this tool to monitor 2025 fund expenditures.

#### 2025 CAP Block Grant

HRG continued to assist Mifflin County with management of its 2025 CAP Block Grant allocations, including preparation of monthly reimbursement requests associated with both 2024 and 2025 fund expenditures. In September, HRG evaluated compliance with the 50 percent spend-down requirement based on anticipated project completion schedules for the combined 2024 and 2025 project portfolio. In October, HRG prepared and submitted a reimbursement request to PADEP prior to the October 31 deadline.

#### 2025 Growing Greener Grant Program

At the request of MCCD, HRG provided grant assistance for the Falb Project *Growing Greener* application. HRG supported MCCD in developing a grant application seeking funding for the design and permitting phases of the proposed stream restoration project. HRG and MCCD met to discuss project details and to identify additional potential grant opportunities for the year. HRG, MCCD, and PADEP participated in a *Growing Greener* pre-application meeting to confirm the project's eligibility and alignment with program goals. The application proposed the design and permitting of approximately 1,800 linear feet of stream restoration, including

6.75 acres of riparian buffer installation, 3.25 acres of wetland creation, 3.5 acres of pollinator habitat establishment, 1,300 linear feet of livestock exclusion fencing, and one agricultural stream crossing. Project implementation funding is anticipated through a United States Environmental Protection Agency (EPA) Section 319 Grant. HRG prepared all required application materials, including the project narrative, location maps, and cost estimates for design, permitting, and construction, as well as completed the associated CAP forms. HRG compiled and submitted both applications prior to the June 20, 2025 deadline. MCCD was awarded the grant in early 2026.

### **3. County Programmatic Initiatives**

#### **Juniata River Watershed Management Plan**

The Juniata Watershed Management Plan Update was funded through a Pennsylvania Department of Conservation and Natural Resources (DCNR) grant awarded to the Western Pennsylvania Conservancy (WPC). The update's planning process included partners from county conservation districts in the watershed, Juniata College, St. Francis University, the Chesapeake Conservancy, HRG, the Foundation for PA Watersheds, Little Juniata River Association, and county planning commissions. The update started in late 2022. Through 2023, WPC developed a public survey to garner input from constituents in the watershed. 67 people filled out the survey. WPC also developed a municipal survey to get specific input from municipal officials. 35 municipalities participated. WPC also held three public meetings in Blair, Bedford, and Juniata Counties. These surveys and public meetings gathered input about watershed issues and concerns, as well as positive work that has occurred.

The draft of the update, which is called "Juniata Forward: Building on 25 Years of Conservation", was completed and was available for public comment starting October 1, 2024 and lasted for 30 days. Each municipality was emailed a link to the plan to provide comments. WPC also put out a press release and social media posts to garner comments. Comments were detailed in the final version of the plan which was completed at the end of 2024. In 2025, the update of the Juniata River Watershed Management Plan was completed. Future plans include HRG potentially developing a StoryMap to highlight the update to the Plan in a user-friendly manner to give the public a snapshot of the plan contents.

### **4. Reporting and Tracking**

#### **Existing BMP Cataloguing**

MCCD agricultural staff logged completed Chesapeake Bay inspections of undocumented or verified BMPs into PracticeKeeper as part of the Chesapeake Bay Program's (CBP) implementation program/contract with PADEP. Newly implemented BMPs were recorded in PracticeKeeper.

### **5. Achieving New Pollutant Reductions**

#### **Upper Kishacoquillas (Kish) 319 Watershed Plan**

MCCD completed an amendment to a current 319 grant for Agricultural BMP implementation. This amendment, if accepted by EPA, will allow funding for an additional project in cooperation with the United States Department of Agriculture Natural Resource Conservation Service (NRCS). This project will include the installation of a heavy use area protection, stream fencing, an animal crossing, and associated BMPs. Additionally, streambank fencing and a crossing were installed on another farm in the Upper Kish as part of a stream restoration project. MCCD completed the 12th year of surface water assessment in the Upper Kish in 2025.

#### Hungry Run 319 Watershed Plan

One stream restoration project was completed in Hungry Run. MCCD completed the 12th year of surface water assessment in Hungry Run in 2025.

#### Conservation and Nutrient Management Plans

As part of the CBP Implementation Program, MCCD helped to write 14 Manure Management plans covering 2,175 acres and 23 Ag E&S plans covering 2,044 acres in 2025. MCCD also participated in the Pennsylvania Association of Conservation Districts (PACD) Agricultural Plan Reimbursement program and submitted applications for 11 farms covering 1,525 acres in 2025.

#### Tillage Management and Cover Crops

MCCD assisted Capital RC&D in their 2025 Fall Cover Crop Survey and 2025 Spring Tillage Survey. MCCD has assisted farmers in applying for NRCS's Rural Energy for America Program (REAP) credits for cover crops and no-till equipment.

#### Riparian Buffer and Reforestation BMPs

A small planting occurred at the Lewistown Country Club in 2025. Additional planting is planned at the LCC in 2026.

#### Wetland Restoration Implementation

MCCD has continued to pursue wetland restoration projects. The MCCD applied for two grants to fund wetland restoration in the Upper Kish watershed. The MCCD also has applied for additional funding in the Town Run watershed through the CAP implementation grants for wetland restoration. Ongoing discussions are also occurring with the Mifflin County Planning Department and Downtown Lewistown Inc. on trails and greenways with associated stormwater management and wetland restoration opportunities.

#### Stream Restoration

MCCD and the Pennsylvania Fish and Boat Commission (PAFB) completed three stream restoration projects totaling over 4,475 linear feet in 2025. Projects were completed in the Town Run, Hungry Run and Upper Kish watersheds. Additional work is planned to be completed at the Lewistown Country Club in 2026.

#### Animal Waste Management BMP Implementation for Livestock

A total of four Animal Heavy Use Areas with manure stacking and one Waste Storage Facility were completed in 2025 through the Agriculture Conservation Assistance Program (ACAP). One additional project is underway through ACAP and another through the Upper Kish 319 grant.

#### Manure Transport out of Mifflin County

As part of the CBP Implementation Program, the MCCD has assisted landowners with the completion and review of manure management plans (MMP). Also, as part of the Nutrient Management Program, the District reviews nutrient management plans (NMP). These plans require balance sheets for exported/imported manure. Transport amounts could be identified through current MMP and NMP plans in PracticeKeeper.

#### Urban Stormwater Management Non-Regulated Communities

MCCD has an active PADEP Growing Greener Grant with \$67,725 worth of funds for stormwater BMP design at the Lewistown Country Club. Designs are expected to be completed

in early 2026. Ongoing discussions are occurring with the Mifflin County Planning Department and Downtown Lewistown Inc. on trails and greenways with associated stormwater management and wetland restoration opportunities.

#### Conservation Landscaping/Turf to Meadow Conversion

Approximately 10 acres of turf conversion will be installed at the Lewistown Country Club in 2025. The district plans to install another 10 acres of turf conversion in 2026 at the Lewistown County Club. Additionally, the MCCD plans to install one additional acre of turf conversion in 2026 with a seed drill purchased in 2025.

#### Dirt and Gravel Road Program

MCCD continued to administer the Dirt and Gravel and Low Volume Road Program in 2024. Seven projects were approved for 2025.

### **6. Research Education and Training**

#### Mifflin County Surface Water Assessment (SWAP)

MCCD along with PADEP sampled 30 sites in the Upper Kish, Hungry Run, Town Run, and Jack's Creek watershed. This is the 12th year of sampling in the Upper Kish and Hungry Run watersheds. The Jacks Creek and Town Run sites were added to collect pre and post project water quality data. Monitoring data is available through the MCCD website and has been updated through 2025.

#### Local Watershed Association Capacity Enhancement

MCCD continues to collaborate with the local Trout Unlimited chapter and Mifflin County School District on tree plantings and environmental events such as Eco Day, Trout in the Classroom, the 3rd grade Agriculture Tour, and PA Envirothon.

## **2.2 Capital Improvement Projects**

### **Library Phase II – Mifflin County Learning Center (Capital Projects Fund)**

Mifflin County received funding from the American Rescue Plan Act (ARPA) Multi-Purpose Community Facilities (Capital Projects Fund) to support the Equitable Access to Broadband project. The initiative will transform the Mifflin County Library into the Mifflin County Community Learning Center, with Penn State Extension also relocating to the upgraded facility. The project will expand the building's physical space and modernize its technology infrastructure to improve broadband access for residents and support a range of educational and community services.

Architectural design services are being provided by J-Way Architectural. Design work has been completed. The project went out to bid in November 2026 and construction anticipated to be completed December 2026.

### **Library Phase III – (Mifflin County Learning Center) Site Work & Streetscape (RACP)**

This project focuses on streetscape improvements, including the installation of sidewalks and upgraded exterior lighting. The primary goal is to enhance pedestrian safety, accessibility, and overall visibility within the corridor. These improvements will create a more walkable and user-friendly environment for the public.

Separate projects are being undertaken to improve the Community Learning Center (Library) and the historic courthouse. While independent in scope, the streetscape enhancements will support these efforts by improving connectivity and mobility between the sites, resulting in a more cohesive and accessible public space. Architectural design services are being provided by J-Way Architectural. Design work is underway with a potential project bid date anticipated for spring 2026.

### **Historic Courthouse Rehabilitation Phase I – (USDA & RACP)**

In 2022, the Mifflin County Commissioners hired J-Way Architectural to assess the existing conditions of the Mifflin County Historic Courthouse and develop a multi-phase plan to better connect it with the modern courthouse and the Mifflin County Library (soon to be transformed into the Community Learning Center). This phased approach includes restoring the historic courthouse, enhancing the surrounding streetscape, and improving access to public services, while expanding educational and research opportunities. Together, these improvements will form a more unified accessible hub for the community.

Phase I focuses on essential repairs to the historic courthouse’s mechanical, plumbing, and electrical systems, while future phases will include additional rehabilitation work and streetscape improvements. To support Phase I, the Commissioners secured funding in 2024, including a USDA Rural Development FY2024 Congressionally Directed Spending grant. Additional funding sources such as the Redevelopment Assistance Capital Program (RACP) will help bring this multi-phase project to fruition.

Architectural design services are being provided by J-Way Architectural. Phase I - The Mifflin County Historic Courthouse Building Systems Rehabilitation Project is expected to be completed by July 2026.

### **Historic Courthouse Exterior Restoration – Phase II – (RACP)**

Efforts to improve the Historic Courthouse are ongoing. The exterior restoration project serves as a strong example of the county’s continued commitment to preserving this important piece of the county’s history. A portion of the project funding is being provided through a RACP grant. Design services are being led by J-Way Architectural, with a potential project bid date anticipated for summer 2026.

### **YMCA Facility Improvements – (Local Share Account Grant)**

Mifflin County received Local Share Account Statewide funding on behalf of the Juniata Valley YMCA to support improvements to the indoor swimming pool facility. The project includes upgrades to the ceiling and environmental control system to enhance comfort and energy efficiency.

Engineering and architectural design services are being provided by The EADS Group. Design work has been completed, with the project expected to go out to bid in March 2026 and construction anticipated to begin in August 2026.

## **2.3 Community Development**

### **Community Development Block Grant Program**

The CDBG program helps strengthen the community by improving housing and public facilities to provide suitable living environments for citizens, principally those with low-moderate incomes. The program can support a range of activities from housing rehabilitation, public services, community facilities, infrastructure improvements, economic development and planning and administration. Projects must

benefit low/moderate-income people, aid in the prevention or elimination of slums or blight, or meet an urgent need within the community. The Planning and Development Department administers the CDBG programs for Mifflin County, Armagh, Brown, Derry, and Granville Townships and the Lewistown Borough.

Armagh, Brown, Derry, and Granville Townships Boards of Supervisors and the Lewistown Borough Council direct the use of the funds in their respective municipalities and have the sole discretion to allocate their CDBG funds to eligible and fundable projects. However, agencies desiring to apply for non-county CDBG funds may petition those municipalities for CDBG funds. The county's role for these municipalities is planning and administrative grant management functions. Ultimately, the county is responsible for all county-wide CDBG funds, which includes those entitlement municipalities.

In December of 2023, Mifflin County entered into Professional and Administrative Services agreements with SEDA-Council of Governments to administer the Community and Development Block Grant Program. Staff at SEDA-COG have expertise in the environmental review process, labor standards, and procurement. SEDA-COG works with Mifflin County Planning and Development Office to provide grant administration, activity development, and activity management.

### **Mifflin County CDBG 2025 Application Status**

Each year, local municipalities, authorities, and agencies are invited to submit proposals to the Mifflin County Planning and Development Department for funding for non-entitlement Mifflin County CDBG funds. A public hearing and project development workshop was held May 1, 2025. Interested applicants had the opportunity to present their proposals to the Mifflin County Planning and Development Department and SEDA-COG. The public hearing also provided an opportunity to receive citizens' views, comments, and suggestions for consideration by the Mifflin County Commissioners, Mifflin County Planning and Development Department, and SEDA-COG for the 2025 CDBG application and prior years funding. Following this public hearing and project development workshop, the Mifflin County Commissioners and Mifflin County Planning and Development Department reviewed submitted project proposals and received recommendations from SEDA-COG. The Planning and Development Department received seven applications for funding through Mifflin County's 2025 Community Development Block Grant (CDBG) Program. The Mifflin County Commissioners make the final determination of which projects to fund for submission to the PA-DCED. The final public hearing was held on September 18, 2025 by the Mifflin County Commissioners who approved funding for the Juniata Terrace Water Main River Crossing project and the Mifflin County Youth Park Restrooms.

Public hearings were also held in Armagh, Brown, Derry, and Granville Townships, and the Borough of Lewistown resulting in the approval of a total of six projects, which are shown in Tables 2B, 2C, 2D, 2E and 2F on the following pages. The governing body of each municipality decides which projects to fund and do not have a formalized application process.

On September 18, 2025, the County Commissioners adopted a resolution recommending approval to DCED for the projects and funding amounts listed in Table 2A-2F inclusive. The County's CDBG application was submitted to the PA-DCED on October 29, 2025 by SEDA-COG. This application was made for Mifflin County and on behalf of Armagh, Brown, Derry, and Granville Townships and the Lewistown Borough.

The County's 2025 CDBG allocation is \$222,625. The following tables delineate the recommended funding amounts for each project for the County's 2025 CDBG application and on behalf of Armagh, Brown, Derry,

Section 2: Planning and Community Development

and Granville Townships and the Borough of Lewistown. The cumulative total of CDBG funds for the county and on behalf of those entitlement municipalities is \$778,666.

Table 2A			
MIFFLIN COUNTY			
		Project Activity	Funding Amount
1.	Juniata Terrace Water Main River Crossing	This project consists of adding a new 12-inch water main from Lewistown Borough’s West Fourth Street, along Rosewood Avenue, down to the Juniata River. Horizontal directional boring underneath the Juniata River will connect to a recently installed water main on the other side of the river. Estimate includes construction and delivery costs for the portion of this project from Fourth Street to the River’s edge. The County submitted an application for CDBG FFY 2025 competitive funds for \$926,500.00.	\$167,000.00
2.	Mifflin County Youth Park Restrooms	This project will involve widening of doorways and passageways, installing restroom stalls that meet the current ADA standards to accommodate wheelchairs, and installing accessible sinks and non-slip flooring at the Green Building to make it accessible. It is anticipated that this project will be multi-year funded.	\$15,553.00
3.	Mifflin County Administration	Grant administration, activity development, and activity management.	\$5,573.00
4.	SEDA-COG Administration	Grant administration, activity development, and activity management.	\$34,500.00
	<b>Total CDBG Funding</b>		<b>\$222,625.00</b>

Table 2B			
ARMAGH TOWNSHIP			
		Project Activity	Funding Amount
1.	Barefoot Road Reconstruction	Dry-grinding and grading the existing Barefoot Road, then applying new binding and wearing layers to create a new road. This project is multi-year funded. Estimate includes construction costs.	\$76,319.00
2.	Mifflin County Administration	Grant administration, activity development, and activity management.	2,252.00
3.	SEDA-COG Administration	Grant administration, activity development, and activity management.	\$14,500.00
	<b>Total CDBG Funding</b>		<b>\$93,071.00</b>

Table 2C			
BROWN TOWNSHIP			
		Project Activity	Funding Amount
1.	Reedsville Park Parking Lot	This project involves paving of an empty lot into a durable parking lot across from Reedsville Park. An engineering and traffic study will need to be completed and submitted to PennDOT for approval of a crosswalk to access the park. This project will be multi-year funded and the Township plans to allocate their FFY 2026 funding toward this project. Estimate includes construction and delivery costs.	\$77,145.00
2.	Mifflin County Administration	Grant administration, activity development, and activity management.	\$2,434.00
3.	SEDA-COG Administration	Grant administration, activity development, and activity management.	\$14,500.00
		<b>Total CDBG Funding</b>	<b>\$94,079.00</b>

Table 2D			
DERRY TOWNSHIP			
		Project Activity	Funding Amount
1.	Yeagertown Area Road Reconstruction Phase 2	Phase 2 includes reconstruction of the entirety of Green Avenue and Mann Avenue in Yeagertown. Reconstruction will include 30” wide milling notches, 1” compacted depth scratch/leveling 9.5mm bituminous paving course, followed by 1-1/2” compacted 9.5mm bituminous wearing course. Manholes and water valves will have steel risers installed as needed. Seal-coating will be added around road edges, intersections, manholes, and water valves. This project will be multi-year funded. Estimate includes construction and delivery costs.	\$104,394.00
2.	Mifflin County Administration	Grant administration, activity development, and activity management.	\$3,915.00
3.	SEDA-COG Administration	Grant administration, activity development, and activity management.	\$19,000.00
		<b>Total CDBG Funding</b>	<b>\$127,309.00</b>

Table 2E			
GRANVILLE TOWNSHIP			
		Project Activity	Funding Amount
1.	Single-Family Owner-Occupied Housing Rehabilitation	Housing rehabilitation for an income eligible single-family home owner, which includes project and delivery costs.	\$81,689.00
2.	Mifflin County Administration	Grant administration, activity development, and activity management.	\$2,431.00
3.	SEDA-COG Administration	Grant administration, activity development, and activity management.	\$15,500.00
	<b>Total CDBG Funding</b>		<b>\$99,620.00</b>

Table 2F			
LEWISTOWN BOROUGH			
		Project Activity	Funding Amount
1.	Lewistown FD Fire Safety Equipment, Phase 2	The Lewistown Borough modified their FFY 2023 and 2024 budget lines for the Lewistown FD Fire Safety Equipment, Phase 1 to go toward replacing and procuring self-contained breathing apparatus (SCBA) to replace the 35 units at the end of their useful life. Phase 2 will be a continuation of this project, and the Borough will procure the remaining needed SCBA units.	\$116,409.00
2.	Mifflin County Administration	Grant administration, activity development, and activity management.	\$4,053.00
3.	SEDA-COG Administration	Grant administration, activity development, and activity management.	\$21,500.00
	<b>Total CDBG Funding</b>		<b>\$141,962.00</b>

**Mifflin County Community Development Plan – Three-Year Plan**

Mifflin County’s three-year Community Development Plan (CDP) is based on the goals and objectives included in the Mifflin County Comprehensive Plan: Visions for the 21st Century. The three-year Community Development Plan is evaluated annually and priorities are adjusted to reflect work completed and new community needs. The plan has been updated with 2020 United States Census data and 2016-2020 American Community Survey (ACS) data. In 2022, Armagh Township became a CDBG entitlement municipality. Moreover, all CDBG municipalities, including Armagh, Brown, Derry, and Granville Townships and Lewistown Borough, must maintain and update separate three-year community development plans. The county is ultimately responsible for these updates. Additional updates will be made based on more recent American Community Survey (ACS) data as it becomes available.

### **Mifflin County Project Status**

The following is a summary of work completed during calendar year 2025.

A. ***Granville Township – Hawstone Road (SR 333) Public Water Extension***

This project consists of installing a new 100,000-gallon water tank and mixer with 2,500 linear feet of waterline to connect to the tank, the installation of four fire hydrants, and constructing approximately 7,000 lineal feet of 6” main waterline pipe to extend safe and potable water and provide fire protection to residences along Hawstone Road (SR 333) from Tower Hill Road to Hilti House Lane (approximately 1.3 miles). In 2010, Granville Township conducted a sanitary survey of approximately 40 properties in the targeted area as part of the Act 537 planning. Total coliform bacterial contamination and nitrate-nitrogen contamination were found to be in some of the wells that were tested. Included in this project are the private laterals, in which CDBG funds paid for residences that qualified through an individual income intake. Two bids were received for the water tank part of the project on April 23, 2024. The low bidder was SE Construction Group, LLC in the amount of \$980,471. For the water line portion of the project, three bids were received on April 23, 2024. The low bidder was C&R Directional Boring, LLC in the amount of \$1,454,623. A contract was signed on May 16, 2024 with C&R Directional Boring, LLC. On May 16, 2024 a contract was signed with SE Construction Group, LLC. This project was completed on August 26, 2025 and closed out on August 29, 2025. Engineering for this project was completed by The EADS Group of Johnstown and paid for by CDBG. This project was funded with CDBG’s FFY 2020-CV Competitive and Mifflin County Municipal Authority paid for the private water connections that did not qualify as LMI, and some additional materials and efforts.



B. ***Granville Township – Hawstone Road (SR 333) Sewer Extension Project***

This project consists of extending the public sewer along Hawstone Road, from approximately Tower Hill Road to Hilti House Lane, for approximately 1.3 miles. The residents in this area are served by on-lot septic systems which consist of cesspools and other undersized systems, additionally, some do not have a drain field, and some of these fields discharge onto neighboring properties. Water wells on these properties are located approximately 10-15 feet from the septic tanks and drain fields, and many of these wells are shallow, with little to no casing, and the hydric soil drains poorly. Part of Granville Township’s Act 537 planning of 2010 consisted of a sanitary survey of approximately 40 properties within this area. Several wells tested positive for total coliform bacterial contamination and detectable levels of nitrate-nitrogen. Approximately 5,807 lineal feet of gravity and 4,598 lineal feet of force main sewer line were installed, in addition to a new pump station. All residents within 150 feet of the new sewer line will need to connect, due to a Granville Township adopted mandatory connection ordinance. This project consists of 33 gravity sewer lines and 4 grinder pumps to serve the 37 residences along the service area. Six bids were

received and opened on June 11, 2024. The low bidder was C&R Directional Boring, LLC in the amount of \$2,373,620.00. A contract was signed on July 3, 2024. Engineering for this project was done by The Eads Group of Johnstown and paid for with CDBG funding. This project was completed on August 26, 2025 and closed out on August 29, 2025. This project was funded with: CDBG FFY 2020 Entitlement, CDBG FFY 2020-CV Competitive, and CDBG FFY 2021 Entitlement. Granville Township paid for some of the lateral connections that did not qualify as LMI for CDBG funding, and the Township also paid for some of the materials and supplies.



**C. *Derry Township – Derry Township Senior Center Improvements***

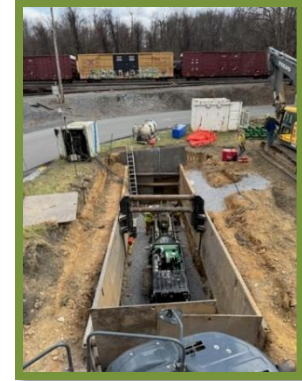
This project consisted of improvements to the Derry Township Senior Center which was built with CDBG funds in the early 90s. The original vinyl flooring was over 25 years old and needed to be replaced. The entry doors were rusty and not ADA compliant, and the bathroom countertops, toilets, and water heater needed to be replaced. New countertops were installed, and ADA compliant toilets were installed. An energy efficient water heater replaced the previous water heater. Concrete masonry wall around the patio area was cracked, and there was loose mortar. This was repaired and existing concrete masonry units were relayed and repointed. This project had to be put out to bid twice due to all of the original bids missing information. Two bids were received and opened on November 26, 2024. The low bidder was Mid-State Construction, Inc. in the amount of \$107,906. A contract was signed on February 7, 2025. Engineering for this project was completed by Buchart Horn, Inc. of State College and paid for by CDBG and Derry Township. Construction for this project was completed and closed out on April 22, 2025. This project was funded with CDBG FFY 2020, FFY 2021, and FFY 2022. Derry Township also paid for some of the materials and supplies.



The following is a summary of work in-progress in 2025.

**A. Juniata Terrace Water Main Replacement Competitive – project underway**

Construction for this project began in the fall of 2025 and is still underway. New 8” waterlines have been installed to connect to the Juniata Terrace Borough. The water main was extended from MCIDC Industrial Park, along Roundhouse Road, making a 90 degree turn and connecting to the water tank. The Notice of Award and Notice to Proceed for this project were issued March 12, 2025. Construction was completed in 2025, with final restoration planned to occur in the Spring of 2026.



**B. Lewistown FD Fire Safety Equipment Ph. 1 – procurement underway**

The Lewistown Fire Department’s self-contained breathing apparatus (SCBA) units needed to be replaced, and the Lewistown Borough chose to modify FFY 2023 and FFY 2024 budget lines to go toward purchasing 35 SCBA as part of the Lewistown FD Fire Safety Equipment Phase 1. Each unit of the Air-Pak X3 Pro SCBA was estimated to cost \$7,854. The Lewistown Borough allocated their FFY 2025 funds as Phase 2 to procure the remaining units as needed. No engineering services were procured for this project. The total project cost for Phase 1 was \$245,190 which included delivery. The Borough of Lewistown began procurement efforts in the fall of 2025 and placed an order in December of 2025.

**Housing Rehabilitation Program**

The Mifflin County Planning and Development Department administers the Housing Rehabilitation Program on behalf of the Mifflin County Commissioners. Funding for the program is provided through multiple sources, including the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), The Pennsylvania Whole-Home Repairs Program, and the county established Housing Fund (Act 137). These resources enable the county to assist low- and moderate-income homeowners by bringing their homes up to code, ensuring safety, and improving the overall quality of the housing stock in the community.

Since its inception in 1984, Mifflin County has rehabilitated approximately 525 homes, distributing over \$5 million in grants to eligible homeowners. The Housing Rehabilitation Program provides grants to low- and moderate-income homeowners for specific types of repairs, with a focus on correcting serious building code violations. Priority is given to issues affecting health, safety, and energy efficiency. Cosmetic or minor repairs are not covered. Examples of eligible repairs include electrical and plumbing systems, as well as interior and exterior improvements. Homes built before 1978 must comply with lead-based paint safety standards. Properties undergo thorough inspections, and if needed, radon mitigation systems are installed, and the abatement of asbestos and lead-based paint may be required.

The program operates on a first-come, first-served basis and currently has a waiting list of more than 30 homes. Due to high demand, applicants may wait up to five years or more for approval. To determine eligibility, the Planning Department follows strict guidelines set by program funders. Applicants must own and occupy their homes, have household incomes at or below the annually published HUD income limits, and be current on property taxes and homeowners’ insurance. Additionally, upon completion of the renovations, a five-year mortgage is filed as part of the grant agreement. If the homeowner sells or moves

out of the property within that five-year period, the county may recapture a portion or all of the grant funds.

This program has a meaningful impact on both the homeowners and the community. By addressing critical health and safety issues, it allows residents – many of whom are elderly or on fixed incomes – to remain safe and comfortable in their homes. At the same time, Mifflin County’s Housing Rehabilitation Program enhances the overall quality of the county’s housing stock by preserving older homes, preventing blight, and contributing to neighborhood stability.

### ***HOME Grant***

In 2022, the County was awarded a HOME grant to support the rehabilitation of four to five existing homeowner-occupied homes. During 2025, intake interviews were conducted to determine applicant eligibility. As part of the program requirements, staff coordinated with Affordable Services, Inc. to conduct lead-based paint, radon, and asbestos inspections to identify potential environmental hazards. In addition, staff partnered with AAA Electrical Inspections and Crider Mitchell Construction to assess overall housing conditions. Outreach efforts were expanded across the region to attract lead-certified renovators, as required by the funding guidelines. Bids were successfully received for three homes, with one project nearing completion by the end of 2025 and an anticipated completion date in early 2026. The remaining projects are scheduled to begin in summer 2026.

### ***Whole-Home Repairs Program***

The Whole-Home Repairs Program, funded by the American Rescue Plan Act (ARPA), was established by the Department of Community and Economic Development (DCED) to address safety and habitability concerns for eligible applicants. Mifflin County received \$332,021 in grant funding to provide assistance to eligible homeowners in Mifflin County. Grant amount limits were determined by the county not to exceed \$24,500. The goal of the county’s program is to address safety concerns and top priorities for the homeowners who have been on the county’s waitlist for several years. Unlike HOME and CDBG funding, the entire house does not have to be brought up to code, allowing for flexibility and the homeowner to address health and safety priorities.

Mifflin County entered into an agreement with SEDA-COG to administer the Whole-Home Repairs Program on behalf of Mifflin County. SEDA-COG uses the Mifflin County’s housing rehab waitlist to contact the homeowners who have been on the waitlist the longest. They do the intake paperwork to see if the homeowners qualify, and then work with the homeowner to create a list of priorities within the grant limit. SEDA-COG puts each project out to bid and oversees the construction process. After construction is complete, SEDA-COG completes the final inspection and then a lien is filed against the home by the Planning and Development Office. In 2025, SEDA-COG completed the intake process with several homeowners on the county-wide housing rehab list.

DCED requires a portion of the Whole-Home Repairs Program grant to invest in a local workforce development program. Mifflin County decided to allocate a portion of their funds to offering a free lead training course to contractors within Mifflin County. An 8-hour Renovation, Repair and Painting (RRP) initial training course will be offered in the spring of 2026 to contractors in Mifflin County. By offering this course, Mifflin County will invest in the local workforce development, and contractors, upon successful completion of the course, will be able to bid on Mifflin County’s Housing Rehabilitation projects.

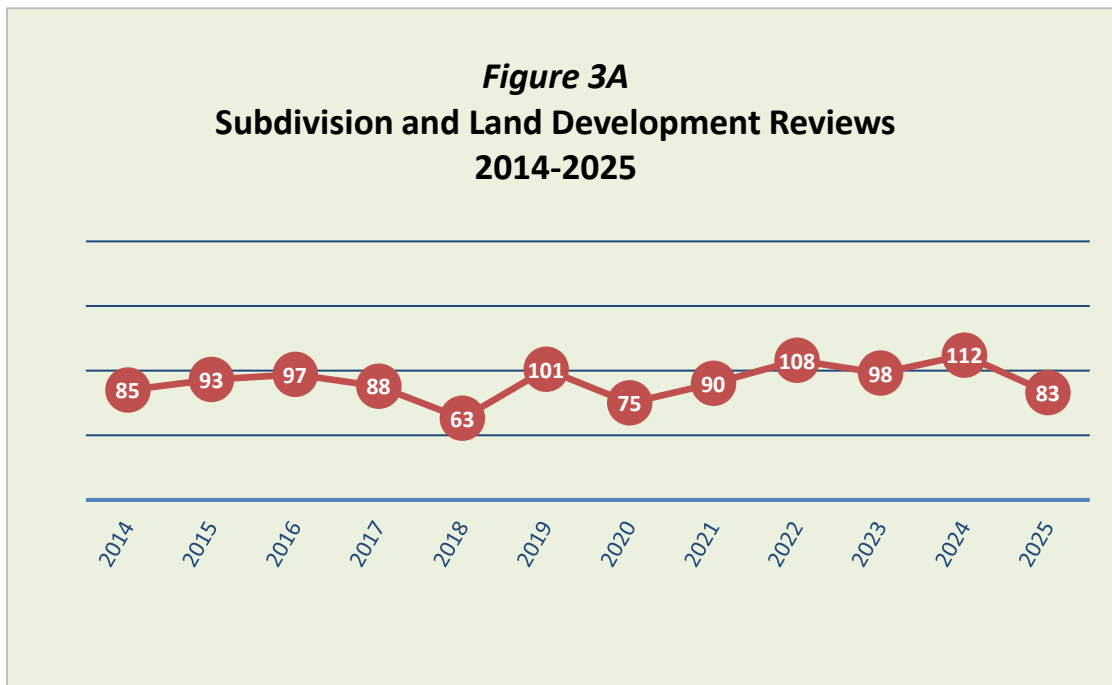
## SECTION 3: LAND USE

### 3.1 Subdivision and Land Development

An important function of the Mifflin County Planning Commission is the review and in some instances the approval of subdivision and land development plans, as authorized by the Pennsylvania Municipalities Planning Code (MPC), Act of 1968, P.L. 805 No. 247 as amended. The Mifflin County Planning Commission approves, with conditions, or denies subdivisions and land developments that occur in the municipalities without a Subdivision and Land Development Ordinance which includes: Bratton Township, Juniata Terrace Borough, Kistler Borough, McVeytown Borough, Newton Hamilton Borough and Wayne Township. Reviews and decisions for these municipalities, are carried out according to the Mifflin County Subdivision and Land Development Ordinance, adopted in 1995, updated in 2003 and amended in 2006 and 2024.

The planning commission reviews and provides comments and recommendations to the municipalities with a Subdivision and Land Development Ordinance and/or a zoning ordinance which includes: Armagh Township (no zoning ordinance), Brown Township, Burnham Borough, Decatur Township (no zoning ordinance), Derry Township, Granville Township, Lewistown Borough, Menno Township (no zoning ordinance), Oliver Township (no zoning ordinance), and Union Township. The aforementioned municipalities have final approval making powers for plans submitted within their municipalities.

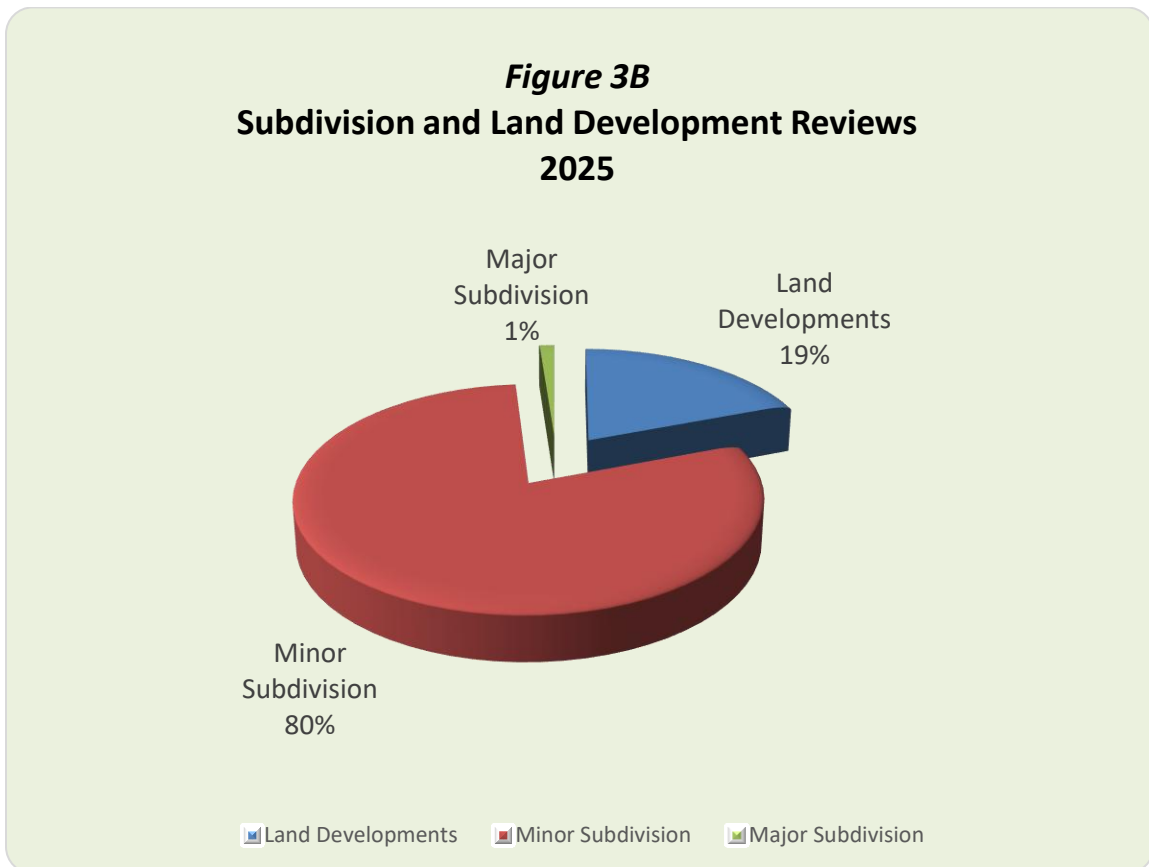
**Figure 3A** below shows the number of plans reviewed from 2014 through 2025, with lot additions and lot line adjustments, which are considered minor subdivisions. There were 83 plans reviewed in 2025. Of the plans reviewed in 2025, new residential lots were created, covering 130 acres. Among the land development plans proposed, 6 new commercial or industrial lots were created, accounting for 87 acres of developed land.



**Table 3A** below shows the number of plans reviewed from 2014 through 2025, with lot additions and lot line adjustments, which are considered minor subdivisions. Of the plans reviewed in 2025, new residential lots were created, covering 130 acres. Among the land development plans proposed, 6 new commercial or industrial lots were created, accounting for 87 acres of developed land.

<p align="center"><b>Table 3A</b>  <b>SUBDIVISION AND LAND DEVELOPMENT PLAN REVIEWS</b>  <b>2014-2025</b></p>				
<b>YEAR</b>	<b>MINOR SUBDIVISION</b>	<b>MAJOR SUBDIVISION</b>	<b>LAND DEVELOPMENTS</b>	<b>TOTAL</b>
<b>2014</b>	66	2	17	<b>85</b>
<b>2015</b>	76	1	16	<b>93</b>
<b>2016</b>	82	0	15	<b>97</b>
<b>2017</b>	65	0	23	<b>88</b>
<b>2018</b>	38	0	25	<b>63</b>
<b>2019</b>	77	0	24	<b>101</b>
<b>2020</b>	64	1	10	<b>75</b>
<b>2021</b>	73	0	17	<b>90</b>
<b>2022</b>	95	1	12	<b>108</b>
<b>2023</b>	67	0	31	<b>98</b>
<b>2024</b>	83	3	26	<b>112</b>
<b>2025</b>	66	1	16	<b>83</b>
<b>Totals</b>	<b>852</b>	<b>9</b>	<b>232</b>	<b>1,093</b>

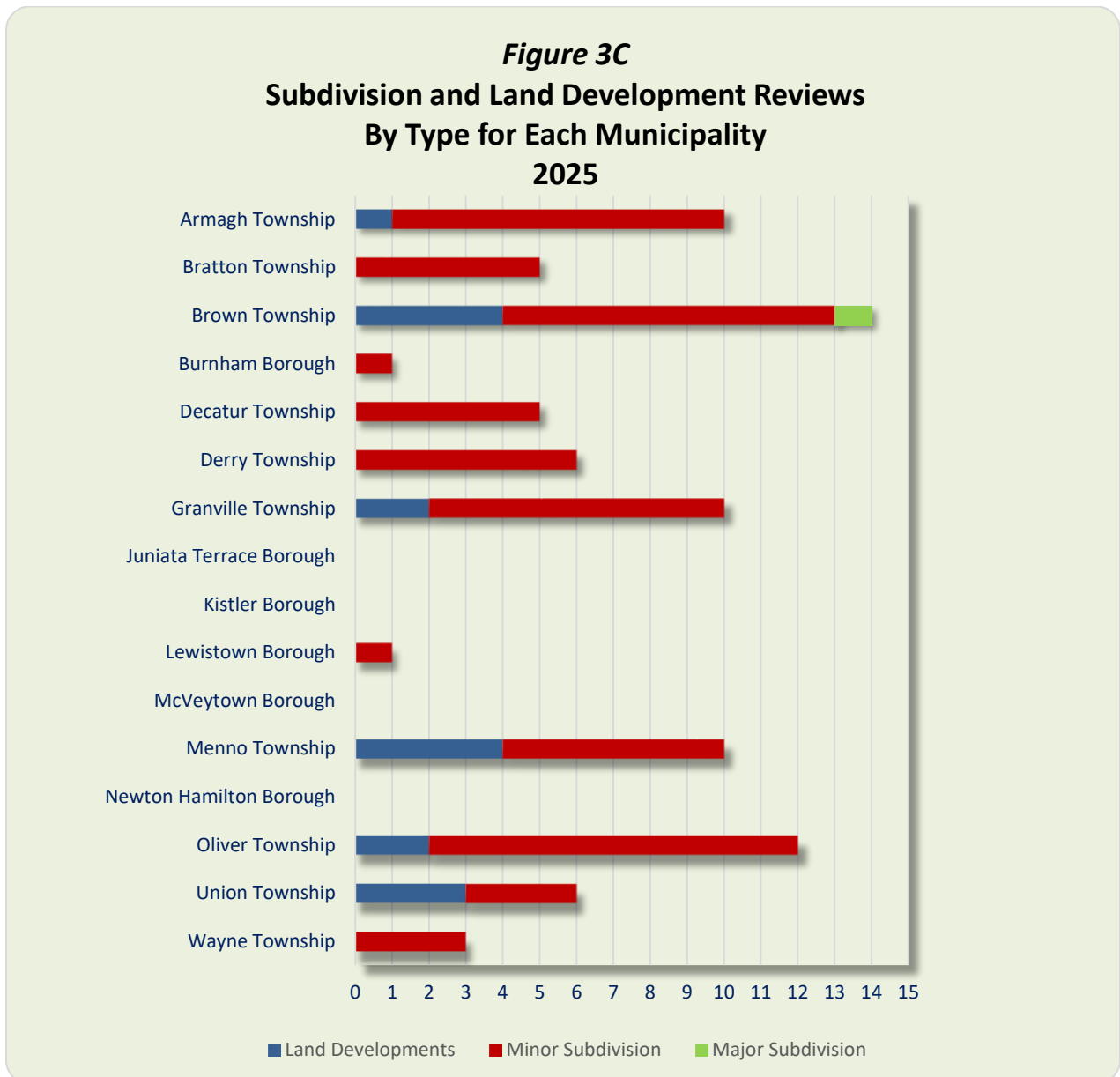
**Figure 3B** below shows the percentage of plans submitted by type. Of the 83 plans submitted for review during 2025, a number of plans contained multiple types within one plan (e.g., a subdivision with a land development). However, the percentages in **Figure 3B** do not reflect duplications. Therefore, the 83 plans reviewed consisted of three types as noted within the legend in **Figure 3B**. The majority of the plans submitted were minor subdivisions at 80% (which include lot additions, lot consolidations, and lot line adjustments), while 1% were major subdivisions and 19% were land developments.



**Table 3B** below shows the number of plan types reviewed in each municipality during 2025.

<p align="center"><b>Table 3B</b>  <b>Subdivision and Land Development Plan Reviews</b>  <b>2025</b></p>				
MUNICIPALITY	LAND DEVELOPMENTS	MINOR SUBDIVISION	MAJOR SUBDIVISIONS	TOTAL
Armagh Township	1	9	0	10
Bratton Township	0	5	0	5
Brown Township	4	9	1	14
Burnham Borough	0	1	0	1
Decatur Township	0	5	0	5
Derry Township	0	6	0	6
Granville Township	2	8	0	10
Juniata Terrace Borough	0	0	0	0
Kistler Borough	0	0	0	0
Lewistown Borough	0	1	0	1
McVeytown Borough	0	0	0	0
Menno Township	4	6	0	10
Newton Hamilton Borough	0	0	0	0
Oliver Township	2	10	0	12
Union Township	3	3	0	6
Wayne Township	0	3	0	3
<b>TOTALS</b>	<b>16</b>	<b>66</b>	<b>1</b>	<b>83</b>

**Figure 3C** below shows a comparison of the number of plan reviews and types by municipality in 2025. Brown Township had the most plans with a total of 14. The next highest number of plans received and reviewed was Oliver Township with 12. Menno and Granville Townships each had 10. In terms of the other municipalities, there were 6 plans reviewed in Derry and Union Townships followed by 5 in Decatur Township and 2 each in Lewistown and Burnham Boroughs. There were no plans submitted in Newton Hamilton, Juniata Terrace, Kistler, and McVeytown Boroughs.



## SECTION 4: MEMBERS AND STAFF

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### 4.1 Planning Commission

At the reorganization meeting in January 2025, the officers of the Mifflin County Planning Commission were elected as follows: Kent Spicher, Chair; Dan Dunmire, Vice-Chair; and Michele Bair, Secretary.

#### Member Development

Each year the Mifflin County Planning Commission receives presentation on topics relevant to current and future planning efforts within the county. These presentations are intended to provide members with insight into programs, projects, and issues that may directly impact the county.

During 2025, the following individuals and organizations presented to the Planning Commission:

- **Joshua Yetter Clark** – CBLP-D, - I, CAP Program Manager, gave an update on the County Wide Action Plan
- **Craig Bubb**, Executive Director MCMA gave a presentation on the Mifflin County Municipal Authority and provided an annual report prepared by Buchart Horn, Inc.
- **Steve Thomas**, AICP, Sr. Transportation Planner, Michael Baker, Int., presented the status of the Mifflin County Comprehensive Plan
- **Lisa Smith**, Director and Recycling Coordinator gave a presentation on the Mifflin County Waste Authority

### 4.2 Planning and Development Department

#### Staff Development

Planning staff keeps abreast of current topics by attending training seminars, webinars and annual conferences such as the American Planning Association /Pennsylvania Planning Associations' annual conference which was held in Harrisburg, PA during 2025. Other trainings were sponsored by the PA Department of Community and Economic Development which focused on the administration of the Community Development Block Grant and HOME programs.



Madison Price, Kristen Price, Candace Rager, James P. Lettiere, AICP

### **Staff Biographies**

#### **James P. Lettiere, AICP Planning Director**

James P. Lettiere serves as the County Planning Director and oversees a staff of four. He earned a Bachelor of Science Degree in Public Service with an emphasis in Urban Planning and Management from the Pennsylvania State University. He is a nationally certified planner with the American Institute of Certified Planners (AICP). He is a state certified instructor with the Pennsylvania Municipal Planning Education Institute (PMPEI) to teach courses in Community Planning, Subdivision and Land Development, Zoning and Zoning Administration. He currently serves as a Board of Director with PMPEI. He has over 32 years' experience in personnel management, financial management, planning, grant management, and the housing and community development fields. He worked with the City of Harrisburg, as a historic preservation planner and was involved with reviewing subdivision and land development plans. He also served as the Planning Director with the City of Cape Coral Florida and oversaw a staff of twenty-five. He led the Planning and Community Development Department with reviewing Comprehensive Plan amendments, zoning, variances, subdivision and land development reviews, and was responsible for a housing rehabilitation program. He served as the Community Development Administrator and the Assistant Planning Director with Mifflin County for ten years and oversaw the HOME, CDBG, and Act 137 programs and was the County's Subdivision Officer. He also served as the Huntingdon County Planning Director for three- and one-half years and oversaw a staff of three, responsible for grant management, solid waste management planning, subdivision and land development activity, and housing rehabilitation.

#### **Candace Rager Planning Secretary**

Candace Rager has served as planning secretary in the Mifflin County Planning and Development office since February 2021. Prior to working for MCP&D, Candace worked for Lewistown Hospital/GMC for 20 years in a number of administrative positions, including Physician Credentialing/Risk Management, Radiology, and the Cancer Treatment Center. At an earlier time, she held a supervisory position in the Industrial Engineering Department for TIME Customer Services in Tampa, Florida. In her current position, Candace receives and processes subdivision/land development applications, develops review letters, prepares MCPC monthly meeting items, and performs receptionist/administrative duties.

#### **Justice Curry Planning Technician**

Justice Curry works as a Planning Technician in the Mifflin County Planning and Development Department. Justice had previously worked for Mifflin County in the Mifflin County Correctional Facility. She worked with the Planning Department since November of 2023 and has enjoyed growing with and serving the community in her position. Her experiences include completing intake steps for subdivision and land development plans, preparing monthly plans for review by the Mifflin County Planning Commission, and assisting the planning director in office matters.

#### **Kristen Price Grants Program Administrator**

Kristen Price has experience in grant writing, grant management, project coordination, and community development. She attained a liberal arts degree from Pennsylvania State University and a grant writing

certificate from the Governor’s Advisory Council on Rural Affairs. She currently serves as the Grants Program Administrator with the Mifflin County Planning and Development Department.

Kristen began her career with the Mifflin County Planning and Development Department as an Office/Grants Manager in 2012, before transitioning to the Mifflin-Juniata Human Services Department, where she led a renovation project that now houses formerly chronically homeless individuals. In addition to her public sector work, Kristen owns an LLC specializing in grant writing and grant management services. Under her LLC, she continues to write grants and is currently coordinating a renovation project funded by PHFA's Community Revitalization Fund Program for a nonprofit, which is transforming a historic building into a mixed-use space with affordable housing units.

Throughout her career, Kristen has been actively involved in community leadership, serving on the Mifflin County Housing Authority Board of Directors as well as the Downtown Lewistown, Inc. Character and Design Committee, and the Lewistown Borough Planning Commission. She was also instrumental in developing and delivering a grant writing course for government organizations.

**Madison Price**  
**Grants Liaison**

Madison Price works as the Grants Liaison for the Mifflin County Planning and Development Department. In 2021, she graduated with a Bachelor of Arts in English and attained her Master of Arts in 2022. While in school, Madison worked as a graduate assistant on research and editing projects and later, completed an internship in publishing. Madison also worked for a local municipality, in which she coordinated events for their community center.

In 2023, she worked as the Community Development Assistant with Mifflin County and then went to work as a director for a local nonprofit in the Human Services field. In that role, Madison managed a department and oversaw three programs and supervised six staff members. She was involved in committees that reviewed agency quality management plans, reviewed reports, and assisted with the review and development of agency policies and procedures. Madison has experience working with budgets, report writing, training, and program management. In 2025, Madison became the Grants Liaison for Mifflin County. In her current role, she works with SEDA-COG to administer the Community Development Block Grant for Mifflin County and five OBOs and additionally, works with the Whole-Home Repairs Grant.

**County Planning Directors Association of Pennsylvania (CPDAP)**

The mission of the CPDAP is to improve planning practices in the Commonwealth of Pennsylvania by: providing for the collection, distribution, and exchange of information relating to planning at the county level among its members; by improving public relations; informing members about legislation intended to modify planning functions; providing information and guidance to the County Commissioners Association of Pennsylvania (CCAP) and the Pennsylvania Planning Association (PPA) on legislative, regulatory, and policy matters; and cooperating with other interested agencies in the promotion of the objectives of the CPDAP. County Planning Directors Association is affiliated with the County Commissioners Association of Pennsylvania (CCAP) and was formalized in 2004 as the County Planning Directors Association. James P. Lettiere serves as the Vice-Chairman of the organization and regularly attends the meetings.

The association had four meetings during 2025 in February, May, August, and October. During 2025 Kyle Kopko, PHD was hired as the new Executive Director of the County Commissioners Association of Pennsylvania.

During the February 7, 2025 meeting CDAP provided a legislative update. The guest speaker was Kenneth Roberts, State NFIP Program Manager. Roberts provided an overview of the National Flood Insurance Program (NFIP). Fifteen of the county's sixteen municipalities are participants of the NFIP program which requires mandatory educational and monitoring components. Juniata Terrace is the sole municipality that is not part of the NFIP since it does not contain any floodplains. The main purpose of NFIP is to mitigate structural damage and property loss from flooding by adhering to floodplain mitigation measures that include but are not limited to building above or relocating mechanical equipment above the base flood elevation and to minimize or end repetitive loss properties within the 100-year floodplain.

At the May 16, 2025 meeting, Liz Williams, with the Pennsylvania Historic Preservation Office provided an overview of the PA Historical Markers program. During the August 8, 2025 meeting, there was a roundtable discussion about data centers. This included model zoning ordinances, energy and water usage, minimum lot sizes, setback and height restrictions. At the October 15, 2025 meeting, Ted Martin, with the PA Department of Community and Economic Development Office of Community Planning, provided highlights from his office and Teri Provost, Program Manager with the PA DCED Community Development Block Grant Office, provided an overview of the state CDBG program.

### **Pennsylvania Municipal Planning Education Institute (PMPEI)**

The Pennsylvania Municipal Planning Education Institute (PMPEI) is an affiliate of the PA Chapter of the American Planning Association (APA). The purpose of PMPEI is to provide, develop and promote planning education across Pennsylvania for the general public with specific attention to those involved with municipal planning and development. Mr. Lettiere currently serves as a Board of Director with PMPEI since 2018.

The founder of PMPEI Stanford (Stan) Lembek passed away on September 13, 2025 in State College, PA. He was 91 and was an educator of many talents and contributed to the planning profession in Pennsylvania during the majority of this life.



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