

Lewistown, PA

June 15, 2023

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, June 15, 2023 at 9:00 a.m. In attendance were Commissioners Mark Sunderland; Robert Postal; Kevin Kodish; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Affairs Assistant Charity Larson.

Guests present were, 1st Deputy Treasurer Stephanie Neff, Deputy Warden Eric Gates, Juanita Byler and Sandra Vermuelin and Zeyda Frye from MCTV.

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

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 Postal to accept the minutes of the Regular Meeting of June 1, 2023. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable*

Ck. #'s 142020-142259 and EFT #'s 600256-600362 in the amount of \$1,145,368.98

2. *Payroll Account*

Ck. #'s 79638-79642 and Direct Deposit Advice #'s 50489-50709 in the amount of \$364,121.40

3. *911 Account*

Ck. # 52604-52606 and EFT # 21030-21032 in the amount of \$1,460.06

4. *LEPC Account*

Ck. # 1576 in the amount of \$16.57

5. *CDBG Account*

Ck. #'s 1672-1678 in the amount of \$157,546.13

6. *Liquid Fuels Account*

Ck. # 1721 in the amount of \$3,200.00

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

V. Treasurer's Report:

OFFICE OF THE
TREASURER OF MIFFLIN COUNTY

DIANE L GRIFFITH
COUNTY TREASURER

DANIEL Z SEARER
SOLICITOR



STEPHANIE J NEFF
1ST DEPUTY TREASURER

SUZANNE KOCHENDERFER
2ND DEPUTY TREASURER

COURTHOUSE
LEWISTOWN, PA. 17044
717-248-8439
717-242-5450 (FAX)

TREASURER'S REPORT
5/31/2023-6/13/2023

General Account Starting Balance	\$3,206,238.46
DEBITS	
Deposits Receipts #116425-116642	2,428,013.59
Transfer from	
Transfer from 911	0.00
Voided Checks	100.00
Transfer from LEPC	665.46
Adjustment	0.00
Interest	7,897.39
TOTAL DEBITS	\$2,436,676.44
CREDITS	
Bills Paid CK #S142020-142259 EFT #S 600256-600362	1,145,368.98
Transfer to Payroll CKS 79638-79642, DD 50489-50709	364,121.40
NSF Check	0.00
Transfer to SFPP	1,832.23
TOTAL CREDITS	\$1,511,322.61
Ending Balance (Interest @ 2.300% as of 6/13/2023)	\$4,131,592.29
 Capital Reserve Account	
Invested at JV Bank @ 2.300% as of 6/13/2023	\$14,463,960.54
 Report Subject to Audit	

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

VI. Meetings and Events:

Chairman Sunderland:

*Record Improvement Fund
County Bridge Program Overview
Prison Board
JVBDS*

Commissioner Postal:

*CCAP Community & Economic Development
DLI & DCED Tour
Record Improvement Fund
County Bridge Program Overview
EMS/Count Cell Phone Contract
JVBDS Executive Committee
CCAP Board Meeting/Venango Co.
JVBDS Joinder Board
Youth Park Association
SEDA-COG Natural Gas Executive Committee
SEDA-COG Joint Rail Authority*

Commissioner Kodish:

*SEDA-COG Personnel Committee
DCED County Visit
Record Improvement Fund
County Bridge Program Overview
SEDA-COG Regional Meeting
Prison Board*

*JVBDS Joinder Board
Area Agency on Aging Board
CARS Board*

VII. New Business:

A. Acceptance of the Mifflin Moves Plan

Commissioner Postal explained this is funded by PennDOT. Mifflin County provides in kind services but provides no actual dollars. This program explores opportunities to improve safety and access, strengthen connections, and expand community amenities for walking, biking, and other forms of human powered transportation.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

B. Announcement – accepting sealed bids for the sale of the Green Avenue Extended Building

Commissioner Postal stated the winning bidder from the previous auction of the Green Avenue Extended Building has withdrawn their bid. The second bidder was not in the position to extend his bid. Sealed bids will now be taken once a date has been determined and it has been properly advertised to the public.

C. Planning Director, Carrienne Love – Announcement – accepting applications for Act 13 Funds

Commissioner Kodish said the Act 13 funds are for open space projects and come to us from the Marcellas Shale drilling. Municipalities can submit projects that will then be judged using a scoring system to determine the winning projects. The timeline for the application process will be announced within the next few weeks. This announcement is to serve as a notice to municipalities to start thinking about projects they may want to submit. If there are any questions they may be directed to the planning department after the application period is announced.

D. 2023 Liquid Fuels Distributions - \$62,544.00

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Request for exoneration of 2023 county portion per capita taxes:

- Bratton Township Tax Collector Sharina Harshbarger – 7
- Granville Township Tax Collector Billi Weaver – 73
- Oliver Township Tax Collector Sherry Miller – 28

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. Appointment of Stephanie Porch to the Juniata Valley Behavioral and Developmental Services Citizen’s Advisory Board – terms expire December 31, 2025

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. Appointment of Mark Conner on the Solid Waste Authority to fill an unexpired term – term expires December 31, 2023

Motion was made by Commissioner Kodish to be approved. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. Two-year Online Legal Research Subscription agreement with LexisNexis for Law Library for the period August 1, 2023 through July 31, 2025 – Year 1- \$463.00/month, Year 2 - \$487.00/month

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- I. Three-year Subscription agreement with LexisNexis for Microsoft Office with Document Tools for the period September 1, 2023 through August 31, 2026 - Year 1- \$622.00/month, Year 2 - \$654.00/month, Year 3 - \$687.00/month

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- J. Memorandum of Understanding with Tuscarora Intermediate Unit 11 to provide adult education and workforce services to the inmates at the Mifflin County Correctional Facility for the period July 1, 2023 through June 30, 2024 - \$7,500.00

Deputy Warden Gates explained this memorandum deals with the GED adult education. Twenty-seven inmates participated within the last year. Eighteen inmates who left the facility completed twelve hours of pretest work and two completed their GED. This also deals with workforce development. Since July of 2022 approximately 166 inmates have been through the process. This helps them find and maintain employment.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- K. On-the-Job Training Contract with Central Pennsylvania Workforce Development Corporation

Commission Postal said there are questions relating to the guarantee of performance under the contract therefore he feels the item should be tabled.

Motion was made by Commissioner Postal to table the item. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- L. Personnel:

- Promotion of Misty Horan from Deputy Coroner to Chief Deputy Coroner effective June 1, 2023
- Hiring of Alan Kratzer for Deputy Coroner effective June 5, 2023
- Hiring of Campbell Miller for part-time Corrections Officer effective June 5, 2023
- Hiring of Olivia Wingert for Children and Youth Caseworker effective June 19, 2023
- Amend the hiring date of Emily Wert for part-time Corrections Officer from June 12, 2023 to June 19, 2023
- Appointment of Rivver Cooper for an intern in the Sheriff's Department effective July 3, 2023
- Resignation of Probation Officer Chantz Swartz effective June 23, 2023
- Hiring of Alan Sunderland for part-time 911 Telecommunicator effective June 19, 2023

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:14 am.

Secretary

ATTEST:

Chief Clerk

