

Lewistown, PA

June 1, 2023

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, June 1, 2023 at 9:00 a.m. In attendance were Commissioners Mark Sunderland; Robert Postal; Kevin Kodish; Chief Clerk Cathy Romig; and Fiscal Affairs Assistant Charity Larson. Solicitor Stephen Snook was not present.

Guests present were, Treasurer Diane Griffith, Physical Plant Manager Lonnie Griffith, Human Services Housing Stability Case Manager Melissa Stewart, Housing Rehab Specialist Doug Marks, CDBG Administrator Chastity Fultz, Planning Director Carrienne Love, Community Development Assistant Madison Price, Jenna Stoner, Buffy Boyer, Helen Kirk, Juanita Byler and Addie Parson and Mara Gallo 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 May 18, 2023. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. *General Fund, Accounts Payable*

Ck. #'s 141892-142019 and EFT #'s 600242-600255 in the amount of \$394,265.84

2. *Payroll Account*

Ck. #'s 79629-79637 and Direct Deposit Advice #'s 50263-50488 in the amount of \$419,169.29

3. *911 Account*

Ck. # 52597-52603 and EFT # 21026-21029 in the amount of \$6,208.16

4. *LEPC Account*

Ck. # 1575 in the amount of \$55.71

5. *CDBG Account*

Ck. # 1666-1671 in the amount of \$506,515.47

6. *Liquid Fuels Account*

Ck. # 1720 in the amount of \$1,031.25

7. *Liquid Fuels Act 89 Account*

Ck. # 8129 in the amount of \$58.87

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
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TREASURER'S REPORT
5/17/2023-5/30/2023

General Account Starting Balance	\$2,323,224.72
DEBITS	
Deposits Receipts #116272-116418	1,696,448.88
Transfer from	
Transfer from 911	0.00
Voided Checks	0.00
Transfer from LEPC	0.00
Adjustment	0.01
Interest	0.00
TOTAL DEBITS	\$1,696,448.89
CREDITS	
Bills Paid CK #S141892-142019 EFT #S 600242-600255	394,265.84
Transfer to Payroll CKS 79629-79637, DD 50263-50488	419,169.29
NSF Check	0.00
Transfer to SFPP	0.00
TOTAL CREDITS	\$813,435.13
Ending Balance (Interest @ 2.300% as of 5/30/2023)	\$3,206,238.48
Capital Reserve Account	
Invested at JV Bank @ 2.300% as of 5/30/2023	\$13,869,308.82

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:

*Salary Board
Memorial Day Parade*

Commissioner Postal:

*Salary Board
PA Opioid Trust Board
Belleville Memorial Day Parade
Veteran's Recognition Picnic
Internal Meetings: Bridge Program;
Mapping; MCPD; Veterans; EMS;
Fiscal/Green Avenue*

Commissioner Kodish:

*Salary Board
SEDA-COG Broadband Group
Bridge Steering Committee
SEDA-COG Board
Belleville Memorial Day Parade
Regional Services Property Committee*

VII. New Business:

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

- Union Township Tax Collector Herb Zook – 34
- Derry Township Tax Collector Bret Treaster – 129
- Wayne Township Tax Collector Mary Ellen Reed - 30

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

B. Resolution No. 18 of 2023 supporting the Pennsylvania Commission for the United States Semiquincentennial



Commissioners of Mifflin County

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COMMISSIONERS
MARK A. SUNDERLAND
ROBERT P. POSTAL
KEVIN P. KODISH

CHIEF CLERK
CATHY L. ROMIG

SOLICITOR
BMZ LAW

RESOLUTION NO. 18 of 2023

A resolution of the County of Mifflin, Commonwealth of Pennsylvania, supporting the Pennsylvania Commission for the United States Semiquincentennial (AMERICA250PA)

WHEREAS, The Pennsylvania legislature and Governor created AMERICA250PA in 2018 to plan, encourage, develop and coordinate the commemoration of the 250th anniversary of the United States and Pennsylvania's integral role in that event and the role of its people on the nation's past, present and future;

WHEREAS, AMERICA250PA hopes to engage ALL Pennsylvanians and ALL 67 counties through their many signatures and officially recognized programs, projects and events over the next four years by inspiring future leaders and celebrating all Pennsylvanians contributions to the Nation over the last 250 years;

WHEREAS, by adoption of AMERICA250PA's four pillars of EPIC, we hope to educate, preserve, innovate, and celebrate.

RESOLVED, Mifflin County officially establishes an AMERICA250PA County Commission made up of a diverse group of citizens to be appointed and to work with AMERICA250PA on any and all activities within Mifflin County. The participants of the Mifflin County Commission will be strictly voluntary roles and there will be no compensation for participation.

RESOLVED, that a copy of this resolution be sent to the Mifflin County legislative delegation and AMERICA250PA Commission.

ADOPTED by the Board of Commissioners of the County of Mifflin, the Commonwealth of Pennsylvania, this 1st day of June, 2023.

ATTEST: Cathy L. Romig
Cathy L. Romig, Chief Clerk

BOARD OF COMMISSIONERS
Mark A. Sunderland
Mark A. Sunderland
Robert P. Postal
Robert P. Postal
Kevin P. Kodish
Kevin P. Kodish

Jenna Stoner from the Visitors Bureau spoke. Ms. Stoner stated the Semiquincentennial was established in 2018 to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the founding of the United States. Pennsylvania had an integral role in that event and Mifflin County has a rich history and roots going back to 1776. The Visitors Bureau's idea is to highlight Dorcas Buchanan known as Lewistown's first woman European settler moving here in 1754. She was known as a very successful and admired business woman dying at the age of 93.

They will be working along with the America 250 PA Commission to educate and celebrate the 250th anniversary. They have not yet identified any specific plans on how to educate people about Dorcas Buchanan. Ms. Stoner stated they will also be working with the Mifflin County Historical Society as well as the Juniata County representative for America 250, Jessica Guyer, who was appointed last week. Ms. Stoner herself is the first volunteer for the county commission established by this resolution.

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

- C. Change order number 3 for the HVAC Construction Project at the Prison with Benell, Inc. to replace piping in the basement – increase of \$32,825.00

Physical Plant Director, Lonnie Griffith explained it was discovered the existing piping sizes would not work with the new systems and equipment. It was not possible to see the pipes during initial planning because of formed insulation surrounding the pipes. The piping was original to the prison.

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

- D. Change order number 1 for the HVAC Construction Project at the Prison with M&R Contracting Inc. to provide and install 4 new pipe flashings and remove abandoned pipes and patch roof – increase of \$792.00

Physical Plant Director, Lonnie Griffith said this was necessary because it was determined during installation of the new chillers that it was best if the pumps and remaining piping currently going through the roof be installed in the rear garage area. This left patching that needed done to the roof which needed to be completed by a certified professional.

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

- E. Proposal from Crider Mitchell Construction, LLC for the Sidewalk Replacement at the Embassy Theatre - \$5,113.00

Physical Plant Director, Lonnie Griffith stated the original sidewalk was installed during a previous streetscape project years ago. That installation left the upper doors unable to be opened. These funds would allow that to be fixed and the doors to again be operational. ARPA funding would be used.

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

- F. Subcontractor Agreement with United Way of Pennsylvania for the Diversion Demonstration Project for the period May 1, 2023 through September 30, 2023 - \$15,179.00

Human Services Housing Stability Case Manager Melissa Stewart stated this is a short-term pilot grant through United Way. Money will be paid to Mifflin County for sending needed data concerning what we are doing to divert people who are homeless from emergency shelter through case management services etc.

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

- G. Change Order No. 1 with G&R Charles Excavating, LTD for the Juniata Terrace Stormwater project – decrease of \$16,308.00

Housing Rehab Specialist Doug Marks explained the project is complete. Some of the pipe sizes were unable to be used due to the sizes of existing units. That allowed a decrease in funding. This does not impact CDBG's portion of the funding. The decrease would go to Juniata Terrace.

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

- H. Resolution No. 19 of 2023 authorizing the execution and entry into an intergovernmental cooperation agreement with Armagh Township for the CDBG Program

RESOLUTION NUMBER 2023-19

RESOLUTION OF THE MIFFLIN COUNTY COMMISSIONERS (MCC)

AUTHORIZING THE EXECUTION AND ENTRY INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN THE TOWNSHIP OF ARMAGH AND THE COUNTY OF MIFFLIN

WHEREAS, the Mifflin County Commissioners are interested in making application for and receiving funds for local government projects from the Pennsylvania Community Development Block Grant program; and

WHEREAS, the CDBG program, as it relates to projects in Mifflin County, is administered by the County of Mifflin; and

WHEREAS, the County of Mifflin is now interested in entering into a cooperation agreement with the Township of Armagh such that any CDBG money and/or grants awarded and disbursed for projects in Armagh Township shall be administered by Mifflin County.

NOW, THEREFORE, BE IT RESOLVED by the MCC as follows:

SECTION ONE: Intergovernmental Cooperation Agreement for Administration of Community Development Block Grant (CDBG) Funds: This Resolution is adopted pursuant to the provisions of The Second Class Township Code, as amended and reenacted, 53 P.S. §65101 *et seq.*, and the Pennsylvania Intergovernmental Cooperation Law, as amended, 53 Pa.C.S.A. §2301 *et seq.*, and otherwise per law.

SECTION TWO: Approval of the Cooperation Agreement between the County of Mifflin, Pennsylvania, and the Township of Armagh as regards to the Administration of Community Development Block Grant (CDBG) Funds. The MCC hereby approves the form and content of that Cooperation Agreement by and between Mifflin County and Armagh Township for CDBG Program Administration, both of which are political subdivisions and local government units of the Commonwealth of Pennsylvania, as defined by the Pennsylvania Intergovernmental Cooperation Law, as amended, which Agreement is proposed to be made and executed by the said County and Township (collectively the "Parties" to the Agreement). The cooperation Agreement by and between Mifflin County and Armagh Township for CDBG Program Administration is incorporated herein and made a part hereof and shall be substantially in the form attached hereto, and incorporated herein as Appendix A.

SECTION THREE: Summary of Cooperation Agreement by and between The County of Mifflin and the Township of Armagh for CDBG Program Administration. As required by §2307 (53 Pa.C.S.A. §2307) of the said Pennsylvania Intergovernmental Cooperation Law, as amended, the summary and substance of the agreement as follows:

(a) The amount of money/grant funds to be disbursed for the benefit of the Township is set forth therein, with it being noted that the required hearings for citizen input to formulate community development plans and to address needs have been conducted and that the County has reviewed and approved the plans and proposed activities and has prepared the application for funding to the PA Department of Community and Economic Development (PA DCED).

(b) The Agreement sets forth the Scope of Services and the respective responsibilities of the parties, the time of performance, the budget, payments, notices and

representatives, special conditions, general conditions, administrative requirements, relocation, real property acquisition and one-for-one housing replacement, personnel and participant conditions, environmental conditions, severability and a paragraph noting that the Agreement is the entire agreement between the parties.

(c) the Agreement is as otherwise adopted by this Resolution.


SECTION FOUR: Execution of the Agreement. The Chairman, or in his absence, the Vice Chairman of the Board of Commissioners together with the Chief Clerk are hereby authorized and directed to execute and attest to the Agreement and counterparts thereof on behalf of the Mifflin County Board of Commissioners. This authority and direction to execute the Agreement shall be authorized and carried out even if changes are made after the adoption of this Resolution **provided that**, the Agreement is substantially in the form approved hereby and that such changes are editorial in nature and do not affect the meaning, intent, substance or effect of the Agreement as approved by this Resolution.

SECTION FIVE: Severability. If any sentence, clause or section or any part of this Resolution is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Resolution. It is hereby declared as the intent of the MCC that this Resolution would have been adopted if such unconstitutional, illegal and invalid sentence, clause, section or part thereof had not been included therein.

SECTION SIX: Repealer and Savings. Otherwise, any Ordinance or part of any Ordinance or Resolution or part of any Resolution or Motion or part of any Motion conflicting with the provisions of this Resolution is hereby repealed insofar as the same affects this Ordinance or is inconsistent with this Resolution; otherwise, those provisions of Ordinances, Resolutions or Motions not hereby repealed or amended and not conflicting or not inconsistent herewith are confirmed.

SECTION SEVEN: Effective Date. This Resolution shall take effect immediately.

ADOPTED by the Mifflin County Commissioners, Mifflin County, Pennsylvania, in public session assembled, this 1st day of June, 2023.

Attest: 
Mark A. Sunderland, Chairman
Mifflin County Commissioners

Date: 6/1/2023

Attest: 
Cathy L. Romig, Chief Clerk

Date: 6/1/2023

CDBG Administrator Chastity Fultz said Armagh Township is now receiving their own allotment of CDBG funds. The county is required to have a cooperation agreement with Armagh. This is basically to define the rules between Armagh Township and the county. This has already been approved by Armagh Township.

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

I. Personnel:

- Resignation of part-time Corrections Officer Graham Dicken effective May 6, 2023
- Hiring of part-time Corrections Officers Wyatt Henry, and Kevin Neavling effective May 30, 2023
- Promotion of Dillon Harlon from Children and Youth Caseworker III to Caseworker Supervisor effective June 5, 2023
- Hiring of Emily Wert for part-time Corrections Officer effective June 12, 2023

- Resignation of Children and Youth Fiscal Assistant Jill Conner effective June 30, 2023
- Resignation of Children and Youth Supervisor Rylan Bargo effective July 7, 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 9:17 am.

Secretary

ATTEST:

Chief Clerk