

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, January 6, 2022 at 9:00 a.m. In attendance were Commissioners Kevin Kodish; Mark Sunderland; Robert Postal; Chief Clerk Cathy Romig; Solicitor Stephen Snook; Treasurer Diane Griffith; and Fiscal Affairs Assistant Makyla Henry.

Brain Cox was present from The Sentinel.

Guests present were Voters/Veteran Affairs Director James Conway, Barbara Stringer, Jim Stringer, Debra Civitts, Auditor Helen Kirk, MIS Director Aaron Felker, Lucas Parkes, and Simon Peachey from MCTV.

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

**I. Invocation:** The Invocation was given by Commissioner Postal.

**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 December 30, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

**IV. Approval of Bills:**

1. General Fund, Accounts Payable

EFT #'s 28995-29001 in the amount of \$11,890.99

2. 911 Account

EFT #20876 in the amount of \$133.63

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:**

**TREASURER'S REPORT**

**12/29/2021-1/4/2022**

<b>General Account</b> Starting Balance	<b>\$66,677.71</b>
<b>DEBITS</b>	
Deposits Receipts #109541-109583	187,248.00
Transfer from	0.00
Transfer from CAPITAL RESERVE	0.00
Transfer from 911	0.00
Voided Checks	0.00
Transfer from MC CHIRP	0.00
Interest	276.48

<b>TOTAL DEBITS</b>	<b>\$187,524.48</b>
<b>CREDITS</b>	
Bills Paid EFT'S # 28995-29001	11,890.99
Transfer to Payroll	0.00
ADJUSTMENT	0.00
NSF CHECKS	0.00
TRANSFER TO ACT 152	0.00
<b>TOTAL CREDITS</b>	<b>\$11,890.99</b>
Ending Balance (Interest @ 0.310% as of 1/4/2022)	<b>\$242,311.20</b>

**Liquid Fuels**

Invested at JV Bank @ 0.31% as of 1/4/2022 \$274,569.47

**Liquid Fuels - Act 89**

Invested at JV Bank @ 0.31% as of 1/4/2022 \$441,742.98

**911 Telephone Account**

Invested at JV Bank @ 0.31% as of 1/4/2022 \$608,294.33

**LEPC**

Invested at JV Bank @ 0.32% as of 1/4/2022 \$28,151.84

**Local Use Fund**

Invested at JV Bank @ 0.32% as of 1/4/2022 \$538,673.35

**Capital Reserve Account**

Invested at JV Bank @ 0.350% as of 1/4/2022 \$10,952,412.61

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  
Office Structure Meeting  
Meeting with Juniata County Commissioners on  
Election Districts  
ARPA Funds Meeting  
Armagh Township Meeting*

*Commissioner Postal:*

*Salary Board  
Meeting with Juniata County Commissioners  
JVBDS Executive Committee  
JV Chamber of Commerce Town Meeting  
Internal Department Meetings: Tax Services,  
MCCF, Maintenance, ARPA/ Planning*

Commissioner Kodish:

Salary Board  
SEDA-COG Executive Committee  
ARPA Funding Meeting  
Legislative District Town Hall

**VII. Public Comment:**

*None.*

**VIII. New Business:**

A. *Proclamation in Honor of Retiree Debra Civitts*

**PROCLAMATION  
IN HONOR OF DEBRA N. CIVITTS  
RETIREE**

**WHEREAS**, on the third day of January, 2022, Debra N. Civitts concluded her tenure as Treasurer of Mifflin County; and

**WHEREAS**, Debra was an employee of Mifflin County for thirteen (13) years and the Treasurer for an additional eight (8) years, for a total of twenty-one (21) years of service. Debra spent all of her years in the Treasurer's Office -- first hired in 2001 by Treasurer Gerald R. Hepler as Second Deputy Treasurer. In 2010, she was promoted to First Deputy Treasurer, and she remained in that position until she was elected Treasurer in 2014; and

**WHEREAS**, Debra has been a valued employee and elected official in the Treasurer's office. She has acquired a wealth of knowledge and provided effective customer service to our community residents. She also served on the Retirement Board, Salary Board, and Prison Board; and

**WHEREAS**, Debra chose to dedicate her career to serving Mifflin County citizens; and

**WHEREAS**, in honor of Debra N. Civitts and in recognition of her dedication, loyalty, and professionalism, her friends and co-workers wish her a healthy, happy and prosperous retirement, and plenty of time to pursue her passions in life;

**THEREFORE**, we, the Mifflin County Commissioners, hereby do issue this proclamation in honor of Debra N. Civitts, retiree.

*Ms. Civitts spoke and thanked the commissioners for her proclamation. She was honored to serve as the Treasurer for Mifflin County as long as she did.*

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

B. *Proclamation in Honor of Retiree Barbara Stringer*

**PROCLAMATION  
IN HONOR OF BARBARA A. STRINGER  
RETIREE**

**WHEREAS**, on the third day of January, 2022, Barbara S. Stringer concluded her tenure as Register and Recorder of Mifflin County; and

**WHEREAS**, Barbara was an employee of Mifflin County for eight (8) years and the Register and Recorder for an additional twenty-four (24) years, for a total of thirty-two (32) years of service. Barbara spent thirty years in the Register and Recorder's Office; and

**WHEREAS**, Barbara has been a valued employee and elected official in the Register and Recorder's office. She has acquired a wealth of knowledge and provided effective customer service to our community residents; and

**WHEREAS**, Barbara chose to dedicate her career to serving Mifflin County citizens; and

**WHEREAS**, in honor of Barbara A. Stringer and in recognition of her dedication, loyalty, and professionalism, her friends and co-workers wish her a healthy, happy and prosperous retirement, and plenty of time to pursue her passions in life;

**THEREFORE**, we, the Mifflin County Commissioners, hereby do issue this proclamation in honor of Barbara A. Stringer, retiree.

Mrs. Stringer spoke and thanked the commissioners for her proclamation.

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

- C. Offer for Parcel No. 16,25-0240--,000, located in Derry Township that is currently in repository for unsold properties - \$250.00

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

- D. Appointment of Richard Smeltz (Derry Township) for a five-year term on the Mifflin County Municipal Authority

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

- E. Resolution No. 1 of 2022 on behalf of Granville Township to apply for FFY 2021 CDBG Discretionary/Competitive Grant for the Hawstone Sewer Extension Project in the amount of \$2,816,809.00

#### **RESOLUTION NUMBER 2022-1**

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

**WHEREAS**, it is necessary and in the public interest that the Mifflin County Commissioners and on behalf of the Granville Township Supervisors receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant; and

**WHEREAS**, the Mifflin County Commissioners and on behalf of the Granville Township Supervisors have the legal authority and responsibility under Act 179 to apply for Community Development Block Grant Programs; and

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

**WHEREAS**, The Mifflin County Commissioners and on behalf of the Granville Township Supervisors are familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the CDBG regulations; and

**WHEREAS**, Mifflin County, Mifflin County, PA is eligible to apply for \$2,816,809.00 in federal funds from the Pennsylvania Department of Community and Economic Development under the FFY 2021 CDBG Discretionary or Competitive program, and

**WHEREAS**, the Mifflin County Commissioners and on behalf of the Granville Township Supervisors wish to apply for said funds.

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

a. The FFY 2021 CDBG Discretionary/Competitive application is hereby approved for the proposed activities listed below:

	<b>Granville Township</b>	<b>Project Activity</b>	<b>Funding Amount</b>
1.	Hawstone Sewer Extension	Sewer line extension along Hawstone Road (SR 333) from approximately Tower Hill Road to Hilti House Lane. Estimate includes construction, engineering and delivery of \$10,000.00.	\$2,657,367.00
2.	Planning and Administration	Administrative salaries and benefits.	\$159,442.00
	<b>Total CDBG Funding</b>		<b>\$2,816,809.00</b>

b. That the Mifflin County Planning and Development Department is authorized and directed to have prepared the necessary forms and documents on behalf of the Mifflin County Commissioners to submit an application to the Department of Community and Economic Development for CDBG funds for the purposes aforesaid.

c. If CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the Mifflin County Commissioners agree to repay the proportion deemed ineligible from non-federal resources.

d. The Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted.

e. The Chairman of the Board of Commissioners of Mifflin County as appropriate is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of Mifflin County.

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

F. Resolution No. 2 of 2022 on behalf of Derry Township to approve budget revisions to the FFY 2018 CDBG Program

**RESOLUTION NUMBER 2022-2**

**RESOLUTION OF THE  
MIFFLIN COUNTY COMMISSIONERS (MCC)  
ON BEHALF OF THE DERRY TOWNSHIP SUPERVISORS (DTS)  
APPROVING BUDGET REVISIONS TO THE FFY 2018 CDBG PROGRAM**

**WHEREAS**, the Derry Township Supervisors (DTS) and the Mifflin County Commissioners (MCC) on behalf of the DTS, funded the East Walnut Street Extended Street Reconstruction Project in FFY 2018 and completed the activity and there are unused funds in the amount of \$22,962.77;

**WHEREAS**, the DTS and the MCC on behalf of the DTS, funded the single-family, housing rehabilitation program in FFY 2018, in the amount of \$7,065.00;

**WHEREAS**, the DTS and the MCC on behalf of the DTS are desirous of moving the remaining funds from the East Walnut Street Extended Street Reconstruction Project to the single-family housing rehabilitation project;

**WHEREAS**, the DTS adopted a resolution on January 3, 2022 approving said budget revisions and authorized the Mifflin County Planning and Development Department to complete and submit said revision request and required documentation to the (PA- DCED) for review and approval;

**WHEREAS**, it is the requirement of the Pennsylvania Department of Community and Economic Development (PA-DCED), to revise the Township's 2018 program funding budgets, so as to complete the following actions:

1. Reduce the FFY 2018 East Walnut Street Extended Street Reconstruction project by the amount of \$22,962.77.
2. Increase the FFY 2018 Single-family, housing rehabilitation project to a new balance of \$30,027.77.

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

1. That the program budget revisions affecting the Derry Township 2018 program budgets are approved by the MCC on behalf of the DTS through the adoption of this Resolution.
2. That the Mifflin County Planning and Development Department is authorized to complete and submit said revision request and required documentation to the (PA-DCED) for review and approval.

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

G. First Addendum to Agreement with RBA Professional Data Systems to allow RBA to utilize space in the County Server Room for the sum of \$40.00 per month

Mr. Felker spoke and said RBA would like to rent some space in the Mifflin County server room for an appliance to back up some data off site.

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

H. Entity Authorization to open the ERAP 2 Juniata Valley Bank Account and authorize the Chief Clerk to execute any necessary documents

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

**I. Personnel:**

- *Hiring of Joseph Ciccolini for part-time Corrections Officer effective January 5, 2022*
- *Hiring of Arthur Stanton for Children and Youth Caseworker effective January 10, 2022*
- *Resignation of Tammy Swartz from the Human Services Office effective January 14, 2022*
- *Appointment of Claire Spisak for an unpaid intern in the Children and Youth Department effective January 19, 2022 for 100 hours*

*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 9:16 am.*

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*Secretary*

**ATTEST:**

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*Chief Clerk*