

Lewistown, PA

December 3, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, December 3, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Solicitor Alina Reed and Chief Clerk Cathy Romig. Solicitor Stephen Snook, BMZ Law was absent.

There were no representatives present from the news media.

Guests present: Human Services Director Allison Fisher; Children and Youth Director Dana Bubb; Community Development Administrator Chastity Fultz; Planning Director Mark Colussy and Chief Probation Officer Nick Wolfkiel.

The meeting was called to order at 9:00 a.m. by Chairman 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 November 19, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #130478 to 130706 and EFTs # 27161 to 27176 in the amount of \$525,493.25

2. Payroll Account:

Cks. #79019 to 79029 and Direct Deposit Advices # 35177 to 35413 in the amount of \$436,899.43

3. 911 Account:

Cks. # 52057 to 52064 and EFTs #20754 to 20756 in the amount of \$6,304.58

4. CDBG Account:

Ck. # 1525 to 1528 in the amount of \$1,650.00; voided ck. #'s 1525 and 1526

5. Act 137 Account:

Ck. # 3098 to 3100 in the amount of \$33,971.75

6. LEPC Account:

Cks. # 1511 in the amount of \$89.92

7. Liquid Fuels Act 89 Account

EFT # 8099 in the amount \$71.36

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

11/18/2020-12/01/2020

General Account Starting Balance	\$112,832.39
DEBITS	
Deposits Receipts #104077-104270	463,013.72
Transfer from 911	600,000.00
Transfer from Capital Reserve	400,000.00
Transfer from LEPC	0.00
Voided Checks	284.75
Interest	245.83
TOTAL DEBITS	\$1,463,544.30
CREDITS	
Bills Paid CK #'S 130329-130477, EFT'S # 27059-27160	525,493.25
Transfer to Payroll CKS 79012 - 79018, DD 34937 – 35176	436,899.43
Transfer to	0.00
NSF CHECKS	0.00
TOTAL CREDITS	\$962,392.68
Ending Balance (Interest @ 0.340% as of 12/01/2020)	\$613,984.01
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Liquid Fuels	
Invested at JV Bank @ 0.340% as of 12/01/2020	\$459,534.79
Liquid Fuels - Act 89	
Invested at JV Bank @ 0.340% as of 12/01/2020	\$344,442.78
911 Telephone Account	
Invested at JV Bank @ 0.340% as of 12/01/2020	\$369,546.16
LEPC	
Invested at JV Bank @ 0.340% as of 12/01/2020	\$31,249.81
Local Use Fund	
Invested at JV Bank @ 0.340% as of 12/01/2020	\$340,180.04
M C CARES	
Invested at JV Bank @ 0.500% as of 12/01/2020	\$661,520.54
Capital Reserve Account	
Invested at JV Bank @ 0.950% as of 12/01/2020	\$12,634,082.34
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 Meeting*
Board of Elections Meeting
- Commissioner Postal:* *Salary Board Meeting*
Planning Commission Meeting
Central Counties Youth Detention Board Meeting
CCAP Meeting
JVBDS Executive Committee Meeting
CARES Act Meeting
- Commissioner Kodish:* *CARS Board Meeting*
SEDA-COG Board Meeting
Geisinger Community Forum
Salary Board Meeting
Board of Elections Meeting
CARES Act Meeting

VII. Public Comment:

Commissioner Kodish reviewed the hours of the COVID-19 testing clinic, which are 9:00 a.m. to 6:00 p.m. He commented that roughly 330 people were tested yesterday. This clinic will run through Sunday, December 6, 2020. He encouraged anyone who suspects they may have it, or thinks they may be symptomatic, to go get tested. He also added the Community Forum that took place last night had many good questions coming from the public. Mask-wearing was emphasized and a growing number of people in the community would like to see municipalities consider a mask mandate similar to that of State College Borough until we get through this rough stretch of the pandemic. Kirk, from Geisinger-Lewistown Hospital said that the positivity rate last week for Mifflin County was 48%. In the early stages of the pandemic, we were around 4%. There isn't anyone now who doesn't know someone who has been affected by COVID-19. He stated it needs to be taken seriously and people need to wear masks when out around others.

VIII. New Business:

- A. *Mifflin County Intermediate Punishment Program Grant Award Notification for the period July 1, 2020 through June 30, 2021 - \$95,000.00*

Mr. Wolfkiel stated Mifflin County has received \$95,000.00 in funding through PCCD for the assistance of supervision through the restrictive condition sentences. These sentences help assure the safety of the community while addressing the criminogenic needs of the offenders. These sentences promote accountability, while putting a large effort into helping individuals with their drug and alcohol issues. It also utilizes electronic monitoring to help keep people out of prison. This helps people, especially with the pandemic, to be able to continue to go to work and maintain treatment through the entirety of their sentence under the restrictive portions. Ms. Fisher added this was originally approved for five months, but has now been extended to cover the full twelve months.

Motion was made by Commissioner Postal to approve the Mifflin County Intermediate Punishment Program Grant Award Notification for the period July 1, 2020 through June 30, 2021 - \$95,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

B. *Mifflin County Re-Entry Coordination Grant Award Notification for the period October 1, 2020 through September 30, 2021 - \$84,666.00*

Ms. Fisher said these funds were awarded through the Pennsylvania Commission on Crime and Delinquency (PCCD). It is an expansion of an earlier grant we had from PCCD last year for re-entry strategic planning. That grant allowed for starting data collection and to do a preliminary dashboard. It was apparent that more time was needed with the potential to hire a consultant to help with the technological aspect and putting the data together. That's what this grant will allow for. The first part will be sequential intercept mapping. This will help with a system map for entry points where individuals become involved in the criminal justice system, especially through Human Services and non-criminal justice entry points. Unfortunately, much of this process requires meetings. She is very grateful to our MIS department for the technology they've put in place to allow for the meetings to be done via Zoom. The kick-off of this program will include Human Services and Juniata Valley Behavioral and Developmental Services. The other individuals involved in this program will be the Warden, Chief Probation Officer and the Tuscarora Intermediate Unit (TIU) because of the programs they offer at the jail.

Motion was made by Commissioner Postal to approve the Mifflin County Re-Entry Coordination Grant Award Notification for the period October 1, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. *Project Modification Request for the Adult Treatment Court Grant for the period October 1, 2019 through September 29, 2021*

Mr. Wolfkiel explained they are asking for a PMR for the Adult Treatment Court Grant. This would be to help cover staff changes and a larger portion of the staff's salaries and benefits. The additional \$45,000.00 being requested is to help with technology to help supervise high-risk offenders during the pandemic. This will help with community safety and help address the individual needs during this time.

Motion was made by Commissioner Kodish to approve the Project Modification Request for the Adult Treatment Court Grant for the period October 1, 2019 through September 29, 2021. Commissioner Postal seconded the motion. The motion was unanimously approved.

D. *Engineering Agreement with Buchart Horn, Inc. for a CDBG project on behalf of Brown Township for an ADA Ramp in Reedsville*

Ms. Fultz explained there is a small project in Brown Township that involves completing ADA ramps. There was an ADA ramp project done previously in Reedsville and these are the remaining ramps to be completed. She's requesting the engineering agreement be signed in the amount of \$17,790.00, so Buchart Horn can begin working on the project. The project should then be able to be put out for bid in early spring. This includes areas along Walnut and Logan Streets. It is not part of the streetscape project.

Motion was made by Commissioner Postal to approve the Engineering Agreement with Buchart Horn, Inc. for a CDBG project on behalf of Brown Township for an ADA Ramp in Reedsville. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. *Purchase of Service Agreement with Michelle Baker to provide cleaning services at the Magisterial District Judge 58-3-03 at a rate of \$200.00 per month for the year 2021*

Motion was made by Commissioner Postal to approve the Purchase of Service Agreement with Michelle Baker to provide cleaning services at the Magisterial District Judge 58-3-03 at a rate of \$200.00 per month for the year 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. *Business Associate Agreement with Delta Dental for self-funded products due to the additional transfer of Protected Health Information between Delta Dental and Mifflin County*

Motion was made by Commissioner Kodish to approve the Business Associate Agreement with Delta Dental for self-funded products due to the additional transfer of Protected Health Information between Delta Dental and Mifflin County. Commissioner Postal seconded the motion. The motion was unanimously approved.

G. *Appointments to the Mifflin County Library Board for three year terms:*

- *Catrina Breneman, Lewistown, PA*
- *Tim Dunmire, McVeytown, PA*

Motion was made by Commissioner Postal to approve the Appointments to the Mifflin County Library Board for three year terms. Commissioner Kodish seconded the motion. The motion was unanimously approved.

H. *Purchase of Service Agreements for use, if needed, by Children and Youth:*

- *Mark Remy, Esquire of the Law Offices of Knepp and Snook, Lewistown, PA*
- *George Junior Republic in Pennsylvania, Grove City, PA*

Ms. Bubb discuss the services offered by each provider listed. She also detailed rates for George Junior Republic in Pennsylvania.

Motion was made by Commissioner Postal to approve the Purchase of Service Agreements for use, if needed by Children and Youth. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. *Encumber \$100,000.00 Liquid Fuels money for Maintenance on Dorcas Street Bridge*

Motion was made by Commissioner Postal to approve encumbering \$100,000.00 Liquid Fuels money for Maintenance on Dorcas Street Bridge. Commissioner Kodish seconded the motion. The motion was unanimously approved.

J. *Mifflin County Co-Responders Program Sub-Grantee Agreements for the period October 1, 2020 through September 30, 2021:*

- *Lewistown Police Department – Overtime Expenses - \$36,000.00*
- *Center for Community Resources – Crisis Intervention Training - \$13,150.00*
- *Center for Community Resources – Mileage and Supplies - \$11,458.00*
- *Center for Community Resources – Employment of Mental Health Co-Responder - \$46,800.00*
- *Mifflin-Juniata Human Services – Grant Assistance and Management - \$7,943.00*

Ms. Fisher discussed that this is a grant Human Services is working on with Juniata Valley Behavioral and Developmental Services (JVBDs). This grant allows them to imbed a mental health professional with the police. Said mental health professional will go out on calls, train and respond. This will assist with the increase in mental health calls being received. This is modeled after a program in Chambersburg that's been very successful.

Motion was made by Commissioner Postal to approve the Mifflin County Co-Responders Program Sub-Grantee Agreements for the period October 1, 2020 through September 30,

2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

K. CARES Act Fund Grants:

- *Small Business:*
 1. *Honey Creek Inn - \$35,000.00*
 2. *Wild Water Kombucha - \$2,070.00*
 3. *Shy Bear Brewing, LLC - \$35,000.00*
 4. *D&D Driving School, LLC - \$10,000.00*
 5. *Ye Old Dog House - \$15,000.00*
 6. *Deihl's Flowers, Inc. - \$20,518.00*
 7. *McAfee Management - \$6,979.00*
 8. *J. Smith & Son Builders, LLC - \$35,000.00*
 9. *Wireless Made Simple - \$35,000.00*
 10. *Quality Inn & Suites - \$13,650.00*
 11. *William Shafranich & Son Excavating - \$9,450.00*
- *Non-Profit:*
 1. *Shelter Services, Inc., - \$25,000.00*
 2. *Sacred Heart - \$35,000.00*
 3. *Burnham Firehouse - \$11,070.00*
 4. *Boy Scouts of America - \$17,864.90*
 5. *Milroy Hose Company - \$20,000.00*
- *Municipal*
 1. *Derry Township for the FAME EMS Facility - \$35,000.00*
- *Broadband*
 1. *Mifflin County Wireless – not to exceed \$27,969.28*

Mr. Colussy discussed there were several applicants for the second round of Relief Grants. The past several weeks were spent reviewing applications. SEDA-COG reviewed the applications as well. All applications passed through the Ad-Hoc Review Committee. Of the applications received, eleven applications under small business, five under non-profits, one under municipal and one under broadband are being recommended for approval. Mr. Colussy then read through the above-listed applications. The total of all eighteen applications is \$389,571.18. All individuals in both rounds one and two that met the criteria and provided all necessary documentation received an award. This gets funding to the areas in the community that have the most need.

Commissioner Postal pointed out that our staff has done an excellent job in getting this money out to the community. They were faced with many additional responsibilities in a short period of time and they accomplished it.

Mr. Colussy mentioned that if the awards are approved today, he suggested the awards be contingent upon the execution of sub-recipient agreements.

Motion was made by Commissioner Postal to approve the CARES Act Fund as presented contingent upon the execution of a sub-recipient agreement by each applicant. Commissioner Kodish seconded the motion. The motion was unanimously approved.

L. Ratify the Steelworker Union Contract for the period January 1, 2021 through December 31, 2024

Motion was made by Commissioner Postal to ratify the Steelworker Union Contract for the period January 1, 2021 through December 31, 2024. Commissioner Kodish seconded the motion. The motion was unanimously approved.

M. Application for County Aid – 2020 Liquid Fuels Allocation

- *Derry Township - \$8,982.24*
- *Newton Hamilton Borough - \$1,000.00*
- *Lewistown Borough - \$7,103.01*

Motion was made by Commissioner Postal to approve the Application for County Aid – 2020 Liquid Fuels Allocations. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- N. Memorandum of Understanding with Mifflin County Industrial Development Corporation to assist the County with Administering a portion of the County Relief Block Grant – not to exceed \$6,000.00*

Motion was made by Commissioner Postal to approve the Memorandum of Understanding with Mifflin County Industrial Development Corporation to assist with County with administering a portion of the County Relief Block Grant – not to exceed \$6,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- O. Selection of Board Officers for 2021*

Motion was made by Commissioner Kodish to maintain the current slate of officers for 2021. Commissioner Postal seconded the motion. The motion was unanimously approved.

- P. Personnel:*

- *Hiring of Timothy Kenepf for part-time Corrections Officer effective December 7, 2020*
- *Transfer of Paula Hoffman from part-time Planning Clerk to full-time Voter Registration/Elections/Veterans Affairs Clerk effective November 19, 2020*
- *Hiring of Elyse Baisey for part-time Public Defender Secretary effective December 16, 2020*
- *Retirement of Ronald Bilger (18.75 years) from Corrections Officer effective December 31, 2020*

Motion was made by Commissioner Postal to accept the above personnel items. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Chairman Sunderland adjourned the meeting at 9:24 a.m.

Secretary

ATTEST:

Chief Clerk