

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, April 4, 2024 at 9:00 a.m. In attendance were Commissioners Robert Postal; Kevin Kodish; Noah Wise; Chief Clerk Cathy Romig; and Fiscal Assistant Charity Larson. Solicitor Stephen Snook was absent

Guests present were, Treasurer Diane Griffith, Chief Probation Officer Nick Wolfkiel, MIS Director Aaron Felker, Planning Director James Lettiere, Kim Wheeler, Mandy Fox, Leslie Osgood, Nancy Osbourne, and Lucyann Vierling from SEDA-COG, and Roger Herto from MCTV.

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

- 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 Kodish to accept the minutes of the Regular Meetings of March 21, 2024. Commissioner Wise seconded the motion. The motion was unanimously approved.

**IV. Approval of Bills:**

- 1. General Fund, Accounts Payable  
Ck. #'s 145493-145643 EFT #'s 601550-601563 in the amount of \$719,854.16
- 2. Payroll Account  
Ck. #'s 79811-79820 and Direct Deposit Advice #'s 55107-55336 in the amount of \$507,351.59
- 3. 911 Account  
Ck. #'s 52772-52782 and EFT #'s 80053-80057 in the amount of \$62,316.28
- 4. Liquid Fuels Act 89 Account  
Ck. # 8139 in the amount of \$64.95
- 5. CDBG Account  
Ck. # 1713-1721 in the amount of \$242,558.23

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

**V. Treasurer's Report:**

<b>TREASURER'S REPORT</b>	
<b>3/20/2024-4/2/2024</b>	
<b>General Account Starting Balance</b>	<b>\$2,389,916.37</b>
<b>DEBITS</b>	
Deposits Receipts #119975-120173	773,757.99
Transfer from	
Transfer from 911	0.00
Voided Checks	49,497.48
Transfer from LEPC	0.00
Interest	6,851.04
Capital Reserve	0.00
<b>TOTAL DEBITS</b>	<b>\$830,106.51</b>
<b>CREDITS</b>	
Bills Paid CK #S145393-145643 EFT #S 601550-601563	719,854.16
Transfer to Payroll CK 79811-79820 DD 55107-55336	507,351.59
Adjustment	0.00
NSF Check	0.00
Transfer to CDBG	12,000.00
<b>TOTAL CREDITS</b>	<b>\$1,239,205.75</b>
Ending Balance (Interest @ 4.550% as of 4/2/2024)	<b>\$1,980,817.13</b>
<b>Capital Reserve Account</b>	
Invested at JV Bank @ 4.550% as of 4/2/2024	\$9,564,741.32
Report Subject to Audit	

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

**VI. Meetings and Events:**

*Chairman Postal:*

*Salary Board  
CCAP Membership Call  
Zito Fiber Conference Call  
Farm Bureau Annual Dinner  
Mifflin County Planning Commission  
Old Town Cemetery Grant Meeting  
Governor Shapiro at Primary Health Building  
Perry County Conference Call  
JVBDs Executive Committee  
Opioid Trust Informational Call  
Internal (Act 13; Tax Services; EMS/CAD;  
CYS; Handbook Review; MC Maintenance  
Library Project; Cybersecurity; Elections)*

*Commissioner Kodish:*

*Workshop Meeting  
Act 13 Funding Meeting  
CARS Board  
Governor Shapiro at Primary Health Building  
Salary Board  
911 Discussion with Phil Lucas  
CYS Discussion with Nicole Patkalitsky  
SEDA-COG Board  
Cybersecurity Grant Discussion  
Meeting with Perry County Commissioners*

*Commissioner Wise:*

*Salary Board  
CAD Options with Phil Lucas  
Employee Handbook Review Meeting  
CCAP Phone Call  
Workshop Meeting  
CYS Discussion with Nicole Patkalitsky  
Housing Authority Board  
Cybersecurity Grant Discussion  
Old Town Cemetery Grant Meeting  
Meeting with Perry County Commissioners  
Act 13 Funding Meeting  
Governor Shapiro at Primary Health Building*

**VII. Public Comment:**

*None*

**VIII. New Business:**

**A. SEDA-COG – Presentation and Activity Review**

Kim Wheeler gave an overview of SEDA-COG and their many offerings to Mifflin County. SEDA-COG is a multi-county organization that serves as an extension to county government. SEDA-COG primarily funnels federal funds into the region and finds ways to leverage those funds to make the greatest impact in the community. The four primary service areas SEDA-COG addresses are Business, Community, Residential, and Transportation. SEDA-COG also offers services in Export Development, Information Technology, Natural Gas, and Housing Rehabilitation among others.

**B. Request for exoneration of delinquent real estate taxes and relieve Kathy Whitsel, Assistant Director of Tax Services from collecting these taxes:**

- Parcel No. 04,04-0260,001 - mobile home was removed
- Parcel No. 17,33-0514,001 – mobile home was removed

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

**C. Project Modification Request for the Intermediate Punishment Grant requesting an additional \$17,790.00**

Chief Probation Officer Nick Wolfkiel stated they have used all the funds from the IP Grant and are requesting additional funds for equipment used for house arrests, screenings, and drug tests as well as counseling and case work.

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- D. Renewal Service Agreement with Maximus US Services, Inc. to prepare the Indirect Cost Allocation Plan for the years ending 2023, 2024 and 2025 at a cost of \$7,000.00 per year

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- E. 2024 Marcellus Shale Legacy Grant Applications Round 2:

Planning Director James Lettiere stated Round 1 has completed and Round 2 was opened for applications. Eight applications were received. Two of those applications were ineligible and one was withdrawn. The five remaining applications are recommended for approval. They are:

- a. Mifflin County Youth Park - \$3,816.00 for LED lighting
- b. Burnham Youth Sports Association - \$11,478.00 for field improvements
- c. Armagh Township Walking Trail - \$13,483.00
- d. Wayne Township - \$5,194.00 for canal gatekeeper house fencing
- e. Rothrock Playground Authority – \$11,478.00 for dugout improvements

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- F. Update the Mifflin County Employee Handbook

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- G. Fiscal Year 2023 State and Local Cybersecurity Grant Consent Agreement

MIS Director Aaron Felker explained that for the last couple years the commonwealth has been providing services to counties to focus on cybersecurity. Mifflin County has taken advantage of this benefit including installation of the MS Albert sensor which is a network intrusion device. This helps to identify known threats and alert the MIS department to their presence. They also provide a service to simulate phishing emails so employees can learn what to avoid when a real threat is encountered.

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- H. Personnel:

- Hiring of Owen Shuey as a part-time Corrections Officers effective March 24, 2024
- Hiring of Tara Griffith for the part-time MAT LPN effective March 25, 2024

*Motion was made by Commissioner Wise to approve. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

- I. Election Update

Commissioner Postal stated the last day to register to vote in the upcoming primary election is April 8<sup>th</sup> and the last day to register for a mail-in or absentee ballot is April 16<sup>th</sup>. Mr. Postal made it known there are a number of different entities mailing voter registration forms to citizens. These mailings appear as if they were sent by the Mifflin County Election Office however, they were not. Many of them can be duplicates of registrations already submitted and can cause confusion. He encouraged anyone with questions concerning one of these forms to call the election office or go online to verify their registration status.

**IX. Adjournment:**

*With no other business on the agenda, Commissioner Postal adjourned the meeting at 9:35 a.m.*

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Secretary

ATTEST:

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Chief Clerk