

Lewistown, PA

February 18, 2021

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, February 18, 2021 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Solicitor Alina Reed; Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey.

There were no representatives present from the new media.

Guests present: Treasurer Deb Civitts; Planning Director Mark Colussy; Physical Plant Director Lonnie Griffith; Crime Victim Services Coordinator Jami Glick; County Auditor Helen Kirk; Fiscal Affairs Director Mike Baker and Register & Recorder Barb Stringer

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 February 4, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #131434 to 131608 and EFTs # 27425 to 27527 in the amount of \$837,100.80

2. Payroll Account:

Cks. #79067 to 79073 and Direct Deposit Advices # 36359 to 36595 in the amount of \$359,878.75

3. 911 Account:

Cks. # 52107 to 52117 and EFTs #20775 to 20780 in the amount of \$47,394.78

4. CDBG Account:

Cks. # 1537 to 1539 in the amount of \$12,689.07

5. CDBG Home Account

Ck. # 465 in the amount of \$3.29

6. Act 137 Account

Cks. # 3104 to 3107 in the amount of \$2,223.00

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:

TREASURER'S REPORT
02/03/2021-02/16/2021

General Account Starting Balance **\$203,130.56**

DEBITS

Deposits Receipts #120540-105163	233,644.18
Transfer from PAYROLL	0.00
Transfer from CAPITAL RESERVE	1,150,000.00
Transfer from LEPC	211.55
Voided Checks	0.00
Transfer from 911	0.00
Interest	0.00

TOTAL DEBITS **\$1,383,855.73**

CREDITS

Bills Paid CK #'S 131434-131608, EFT'S # 27425-27527	837,100.80
Transfer to Payroll CKS 79067 - 79073, DD 36359 – 36595	359,878.75
Transfer to	0.00
NSF CHECKS	0.00

TOTAL CREDITS **\$1,196,979.55**

Ending Balance (Interest @ 0.290% as of 02/16/2021) **\$390,006.74**

Liquid Fuels

Invested at JV Bank @ 0.290% as of 02/16/2021 \$441,661.64

Liquid Fuels - Act 89

Invested at JV Bank @ 0.290% as of 02/16/2021 \$382,461.74

911 Telephone Account

Invested at JV Bank @ 0.290% as of 02/16/2021 \$523,387.41

LEPC

Invested at JV Bank @ 0.290% as of 02/16/2021 \$25,525.39

Local Use Fund

Invested at JV Bank @ 0.290% as of 02/16/2021 \$471,404.60

Capital Reserve Account

Invested at JV Bank @ 0.950% as of 02/16/2021 \$8,653,171.84

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: Meeting with Armagh Township on MABL
Conservation District Board Meeting
Various Internal Meetings*

Commissioner Postal:

- Retirement Board Meeting*
- Various meetings on grant applications for PA Historic Museum Commission, MC CHIRP/SEDA-COG, Annex Project*
- CCAP Special Policy Task Force Meeting*
- Mifflin County CJAB Meeting*
- SEDA-COG Joint Rail Authority Meeting*
- Mifflin County Human Services Board*
- Central Counties Youth Detention Executive Committee Meeting*
- SEDA-COG Natural Gas Executive Committee Meeting*
- CCAP/PennDOT Focus Group*
- JVBDS Executive Committee Meeting*
- DLI Executive Committee Meeting*

Commissioner Kodish:

- Retirement Board Meeting*
- Library Board Meeting*
- Regional Services Personnel Committee Meeting*
- Solid Waste Authority Board Meeting*
- Regional Services Executive Committee Meeting*

VII. Public Comment:

None to report.

VIII. New Business:

A. Request for exoneration of 2020 county portion per capita taxes:

- *Burnham Borough Tax Collector Joan North – 69*

Motion was made by Commissioner Postal to approve the request for exoneration of 2020 county portion per capita taxes from Burnham Borough Tax Collector Joan North – 69. Commissioner Kodish seconded the motion. The motion was unanimously approved.

B. Rescind the action taken on January 21, 2021 to exonerate Brown Township Tax Collector Cheryl Hartzler from collecting 2020 per capita taxes – 26

Commissioner Postal clarified this was a duplicate.

Motion was made by Commissioner Postal to rescind the action taken on January 21, 2021 to exonerate Brown Township Tax Collector Cheryl Hartzler from collecting 2020 per capita taxes – 26. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. Request for exoneration of delinquent real estate taxes and relieve Rebecca Ganoë, Tax Claim Bureau Director from collecting these taxes:

- *Parcel No. 12,22-0231,002 located in Armagh Township – mobile home was removed from the tax rolls in June 2020*
- *Parcel No. 17,12-0111,021 located in Granville Township – shed was destroyed and removed from tax rolls*
- *Parcel No. 17,14-0123D,210 located in Granville Township – mobile home was destroyed and removed from tax rolls*

- *Parcel No. 17,36-0415,001 located in Granville Township – mobile home was destroyed and removed from tax rolls*

Motion was made by Commissioner Postal to approve the requests for exoneration and relieve Rebecca Ganoë, Tax Claim Bureau Director from collecting these taxes. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- D. Offer for Parcel No. 17,19-0155--,000, located in Granville Township that is currently in repository for unsold properties - \$100.00*

Motion was made by Commissioner Postal to accept the offer for Parcel No. 17,19-0155--,000, located in Granville Township that is currently in repository for unsold properties - \$100.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- E. Offer for Parcel No. 17,19-0159--,000, located in Granville Township that is currently in repository for unsold properties - \$200.00*

Motion was made by Commissioner Postal to accept the offer for Parcel No. 17,19-0159--,000, located in Granville Township that is currently in repository for unsold properties - \$100.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- F. Offer for Parcel No. 02,02-0504--,000, located in Lewistown Borough that is currently in repository for unsold properties - \$1,500.00*

Motion was made by Commissioner Postal to accept the offer for Parcel No. 02,02-0504--,000 located in Lewistown Borough that is currently in repository for unsold properties - \$1,500.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- G. Setting the Fees, Per Bills, for Elected Tax Collectors*

Commissioner Kodish explained that the Tax Collectors have been paid the same rate for a long time.

Motion was made by Commissioner Kodish to increase the Per Bill rate paid to Tax Collectors by \$0.18. Commissioner Postal seconded the motion. The motion was unanimously approved.

- H. Generator and Transfer Switch Maintenance with G.R. Sponaule, Harrisburg, PA for the period March 1, 2021 through February 29, 2024 - \$8,147.00 per year*

Mr. Griffith explained that this contract has to do with the back-up generator and back up switches for the Courthouse, 911 Center, Correctional Facility and four Tower Sites. This will be similar to our previous agreement with G.R. Sponaule but with no increase per year and an additional tower site added.

Motion was made by Commissioner Postal to approve the generator and transfer switch maintenance with G.R. Sponaule, Harrisburg, PA for the period March 1, 2021 through February 29, 2024 - \$8,147.00 per year. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- I. *Resolution No. 2021 – 2 Authorizing an Application for the COVID-19 Hospitality Industry Recovery Program Grant Funds through the PA Department of Community and Economic Development*

*RESOLUTION NO. 2021 - 2
OF THE MIFFLIN COUNTY BOARD OF COMMISSIONERS
AUTHORIZING AN APPLICATION FOR THE
COVID-19 HOSPITALITY INDUSTRY RECOVERY PROGRAM GRANT FUNDS THROUGH
THE PA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT*

Be it RESOLVED, that the Mifflin County Board of Commissioners requests a COVID-19 Hospitality Industry Recovery Program Grant of \$522,576 from the Department of Community and Economic Development to be used for COVID-19 pandemic relief.

Be it FURTHER RESOLVED, that the Mifflin County Board of Commissioners does hereby designate the Chairman of the Board of Mifflin County Commissioners as the official to execute all documents and agreements between Mifflin County and the Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

Motion was made by Commissioner Postal to approve Resolution No. 2021 – 2 Authorizing an Application for the COVID-19 Hospitality Industry Recovery Program Grant Funds through the PA Department of Community and Economic Development. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- J. *Grant Agreement with DCED for COVID-19 Hospitality Industry Relief Program Grant Funds*

Mr. Colussy explained that the Planning Department is working on an application/contract for the COVID-19 Hospitality Industry Relief Program (CHIRP). There have been multiple news releases sent out by the State regarding this. This was approved by the State in Act 1 of 2021. The information for application became available last Wednesday, February 10, 2021 and the application was due last Thursday, February 11, 2021. Our application was processed and we had the contract by last Friday, February 12, 2021. This is important funding intended for hospitality businesses including but not limited to lodging and restaurants. Final details are being worked out at this time. The Planning Department has already received several phone calls regarding this funding. Generally speaking, this will be very similar to the County Relief Block Grant Funds received through the CARES Act.

Commissioner Postal added that this must be acted upon very quickly. Mifflin County is set to receive \$522,576.00 that can then be distributed to hospitality industry businesses.

Motion was made by Commissioner Postal to approve the grant agreement with DCED for COVID-19 County Relief Block Grant funds. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- K. *Project Modification Request for the RASA/VOJO Grant*

Ms. Glick explained that this PMR will move funds from the supplies budget to the salaries budget to help in the interim between employees.

Motion was made by Commissioner Postal to approve the Project Modification Request for the Victims of Crime Act Grant changing staff name. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- L. *Award Notification for the VOCA Grant for the period October 1, 2020 through September 30, 2023 - \$189,063.00*

Ms. Glick indicated this is the annual award for the VOCA funding received from the Pennsylvania Commission on Crime and Delinquency (PCCD). It is retroactive back to October 2020. PCCD has been working remotely and are a little behind.

Motion was made by Commissioner Kodish to approve the award notification for the VOCA Grant for the period October 1, 2020 through September 30, 2023 - \$189,063.00. Commissioner Postal seconded the motion. The motion was unanimously approved.

M. E-Recording Agreement with Simplifile, LC, Provo, UT to Provide Electronic Recording in the Register & Recorder's Office

Ms. Stringer explained that this will allow the office to record more documents on the computer rather than handling the documents in person. This will help cut down on potential exposure to COVID-19. This agreement will be at no charge to the county. Any fees charged by Simplifile will be paid by the client. This agreement will go on indefinitely. This will be a convenient option for anyone wanting to record documents from their home or business.

Commissioner Postal suggested this information be reviewed by our MIS department prior to implementation.

Motion was made by Commissioner Postal to approve the E-Recording Agreement with Simplifile, LC, Provo, UT to Provide Electronic Recording in the Register & Recorder's Office. Commissioner Kodish seconded the motion. The motion was unanimously approved.

N. Personnel:

- *Appointment of Jarred LeFevre for an intern in the Sheriff's Office effective March 16, 2021*
- *Hiring of Zachary Leitzel for part-time 9-1-1 Telecommunicator effective February 22, 2021*
- *Hiring of Vicki Kauffman for Victim/Witness Services Aide effective March 1, 2021*

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 9:15 a.m.

Secretary

ATTEST:

Chief Clerk