

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, March 16, 2023 at 9:00 a.m. In attendance were Commissioners Mark Sunderland; Robert Postal; Kevin Kodish; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Affairs Assistant Charity Larson.

Guests present were, Treasurer Diane Griffith, Planning Director Mark Colussy, Housing Rehab Specialist Doug Marks, CDBG Administrator Chastity Fultz, Community Development Assistant Madison Price, Sheriff James Drayer, Assistant Warden Eric Gates, Veterans Affairs Director James Conway, Veterans Bill Lake, Stanley Holesa, and Ed Snyder, and Zeda Frye and Cassie Himes 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 March 2, 2023. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable

Ck. #'s 140945-141136 EFT #'s 30822-30930 in the amount of \$760,344.15

2. Payroll Account

Ck. #'s 79587-79592 and Direct Deposit Advice #'s 48921-49136 in the amount of \$362,478.74

3. 911 Account

Ck. #'s 52541-52547 and EFT #'s 21003-21005 in the amount of \$34,570.85

4. CDBG Account

Ck. #'s 1642-1643 in the amount of \$46,365.47

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
717-242-5450 (FAX)

TREASURER'S REPORT
3/1/2023-3/14/2023

General Account Starting Balance	\$4,604,758.80
DEBITS	
Deposits Receipts # 114943-115142	844,546.70
Transfer from	
Transfer from 911	0.00
Voided Checks	0.00
Transfer from LEPC	436.12
Adjustment	0.00
Interest	0.00
TOTAL DEBITS	\$844,982.82
CREDITS	
Bills Paid CK #'S 140945-141136 EFT #'S 30822-30930	760,344.15
Transfer to Payroll CKS 79587-79592, DD 48921-49136	362,478.74
NSF Check	0.00
Transfer to SFPP	0.00
TOTAL CREDITS	\$1,122,822.89
Ending Balance (Interest @ 2.300% as of 3/14/2023)	\$4,326,918.73
Liquid Fuels	
Invested at JV Bank @ 2.300% as of 3/14/2023	\$324,664.62
Liquid Fuels - Act 89	
Invested at JV Bank @ 2.300% as of 3/14/2023	\$506,818.96
911 Telephone Account	
Invested at JV Bank @ 2.300% as of 3/14/2023	\$403,151.45
LEPC	
Invested at JV Bank @ 0.750% as of 3/14/2023	\$24,243.29
Local Use Fund	
Invested at JV Bank @ 2.300% as of 3/14/2023	\$612,158.51
Capital Reserve Account	
Invested at JV Bank @ 2.300% as of 3/14/2023	\$5,746,482.49
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:

*Retirement Board
Record Improvement Fund
Library - Keystone Grant Meeting
ERAP2 Reallocation Meeting
Streetscape Project Bid Opening*

*Department Head Meetings; Tax Services, Coroner,
DA, GIS, MIS, Probation, Emergency Services*

Commissioner Postal:

*Retirement Board
Governor Shapiro Central Region Meeting
Library – Keystone Grant Meeting
Record Improvement Fund
Emergency Food & Shelter Program
SEDA-COG Joint Rail Authority
Downtown Lewistown Inc. Tour
Central Counties Youth Center
CCAP Community & Economic Development
Youth Park Association
Juniata Valley Chamber of Commerce
LEO Workforce Quarterly Meeting
Internal Meetings; ERAP2, Bridges, Personnel,
Planning, Black’s Hospital*

Commissioner Kodish:

*Downtown Lewistown Board
Retirement Board
Meeting with Governor Shapiro’s Staff
Meeting on Black’s Hospital Sale
Library - Keystone Grant Meeting
Record Improvement Fund
CCAP Deferred Compensation Committee
Meeting Regarding Planning Department
ERAP2 Reallocation Meeting
AAA Board
Streetscape Project Meeting
Historic Courthouse Grant
RSC Property Committee*

VII. Public Comment:

None

VIII. New Business:

- A. Vietnam War Veterans Day Proclamation – March 29, 2023

PROCLAMATION

VIETNAM WAR VETERANS DAY
March 29, 2023

WHEREAS, as we honor all the men and women who served in our nation's armed Forces throughout history, Mifflin County is proud to join the Commonwealth of Pennsylvania in the national commemoration of Vietnam War Veterans Day; and

WHEREAS, this conflict defined an entire generation of Americans and numerous brave men and women served during the conflict, including 325,208 Pennsylvanians, of whom 3,147 Pennsylvanians were Killed in Action and eighty-nine are still unaccounted for; and

WHEREAS, as citizens of Mifflin County we must never forget the pain and suffering that lingers today for the men and women who fought with honor and distinction, in the name of freedom and democracy for all; and

WHEREAS, we remember the men and women who so honorably served during more than a decade of fighting in challenging terrains of Southeast Asia, where they faced extraordinary and unprecedented dangers; we will never forget their sacrifice and we value their continued service to their fellow veterans today, as they embody the motto of the Vietnam Veterans of America: "Never again will one generation of veterans abandon another;" and

WHEREAS, since their return, these Veterans have contributed tremendously to their communities, the Commonwealth, and the nation. They have displayed unparalleled support for those currently serving by providing welcoming celebrations for those returning and honors to those who have fallen; and

WHEREAS, through this commemoration Mifflin County, the Commonwealth of Pennsylvania, the Department of Military and Veterans Affairs, and the Office of Veterans Affairs join with all citizens of this great state and nation to honor and remember our Vietnam Veterans and their families for their courage, sacrifice, and valor.

THEREFORE, We, the Mifflin County Commissioners, join with Pennsylvania Governor Josh Shapiro in proclaiming March 29, 2023, as VIETNAM WAR VETERANS DAY. We encourage all citizens to participate in activities that bestow honor and commendation on American heroes past and present.

Proclaimed this 16th day of March 2023.

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

B. 911 Center Renovation Update

This item was tabled until the next meeting due to the unexpected absence of Phil Lucas.

C. Sales Agreement with Jonathan and Katie Peachey to purchase .75 acre of property adjacent to Mifflin County 911 Allensville Tower Site - \$10,000.00

Commissioner Postal explained this is additional acreage next to acreage already owned by the County. The current acreage is where the County 911 tower sits. This is to allow any expansion needed in the future and to facilitate the existing services. There will be another tower erected to the existing tower.

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

D. Pennsylvania State Fire Academy Facility Usage Agreement for Sheriff Training

Commissioner Postal stated this is a no cost agreement for training for the Pennsylvania State Police Drug Lab. The presentation will be for First Responders in the area.

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

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

- McVeytown Borough Tax Collector Brooke Knable – 8
- Juniata Terrace Borough Tax Collector Susie Tyson – 10
- Newton Hamilton Borough Tax Collector Melody Kane - 2

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

F. Revised Tax Claim 2023 Fees and Cost

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

- G. Offer for Parcel No. 16,20-0623--,000 located in Derry Township that is currently in repository for unsold properties – Offer of \$500.00

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

- H. Inmate Housing Agreement with Centre County, if needed, at the rate of \$75.00 per day

Deputy Warden Gates said this is due to fluctuations in inmate population. If the Mifflin County Correctional Facility should ever become overcrowded this is a backup plan to handle the situation if needed.

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

- I. Amendment to Easement Agreement with the Commonwealth of Pennsylvania to adjust the location of the trail agreement

Planning Director Mark Colussy spoke on both items I and J since they are both linked to the expansion of the Juniata River Trail Project. This would be in the Borough of Lewistown to extend the trail from where it terminates south of Dairy Queen and extend it to the property line between the State Fire Academy and Lowes. When the surveyor was onsite wetlands were discovered in the location of the existing easement. They will now need to go around the wetland by moving the easement. Once permitting and easement changes are completed the project will go up for bid for possible completion later this year.

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

- J. Amendment to Easement Agreement with Juniata Concrete Company to adjust the location of the trail agreement

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

- K. Proposal from Keller Engineers to develop a Bridge Capital Plan for municipal and county bridges – rate of \$75.00 to \$135.00 per hour

Planning Director Mark Colussy stated Keller Engineers does all the inspections for all the locally owned bridges in the County over twenty feet. This is to use Keller for analysis of bridges that may qualify for assistance with bridge repair through SEDA-COG funds. This would be completely funded with state dollars with no cost for the County or municipalities except for some minimal cost matching.

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

- L. Resolution No. 8 of 2023 amending the subdivision and land development review fees

RESOLUTION NO. 2023-8
AMENDMENT TO RESOLUTIONS NO. 03-2, 04-20, 2010-32 AND 2016-25
MIFFLIN COUNTY SUBDIVISION AND LAND DEVELOPMENT REVIEW FEES

WHEREAS, the Mifflin County Board of Commissioners has enacted a Subdivision and Land Development Ordinance for administration in the municipalities of Mifflin County that have no such municipally adopted regulations; and

WHEREAS, the Pennsylvania Municipalities Planning Code, Act 247 of 1968, as from time to time amended and reenacted, requires the County to review all applications for subdivisions and/or land developments located in municipalities having enacted a local subdivision and land development ordinance; and

WHEREAS, the Mifflin County Board of Commissioners has delegated the responsibility for administration and enforcement of the Mifflin County Subdivision and Land Development Ordinance to the Mifflin County Planning Commission and Planning and Development Department; and

WHEREAS, the Mifflin County Planning and Development Department incurs certain expenses carrying out the administration of the County Subdivision and Land Development Ordinance.

NOW THEREFORE BE IT RESOLVED, that the Mifflin County Planning Commission and Planning and Development Department in the administration of the Mifflin County Subdivision and Land Development Ordinance shall utilize the following schedule of fees for all plans, both County and Municipal:

SUBDIVISION AND LAND DEVELOPMENT REVIEW FEES

Amended March 16, 2023

Effective May 1, 2023

Fees

Minor Subdivision Plans (Includes Lot Line Adjustments and Lot Additions)

- | | |
|-----------------------------------|----------|
| <input type="checkbox"/> 1-2 Lots | \$150.00 |
| <input type="checkbox"/> 3-6 Lots | \$200.00 |

Major Subdivision Plans (Includes Planned Residential Developments & Traditional Neighborhood Developments)

- | | |
|------------------------------------|---------------------------------|
| <input type="checkbox"/> 7-10 Lots | \$250.00 plus \$10 per lot/unit |
| <input type="checkbox"/> 11+ Lots | \$300.00 plus \$10 per lot/unit |
| Final Plan | \$175.00 plus \$10 per lot/unit |

Land Developments

- | | |
|---------------------------------------------------------------------------------------------------------------|------------------------------|
| <input type="checkbox"/> Residential, Preliminary and Preliminary Final | \$150 plus \$10 per lot/unit |
| Non- Residential, Preliminary and Preliminary Final | |
| <input type="checkbox"/> Under 2,000 square feet** | \$175 |
| <input type="checkbox"/> 2,000- 9,999 square feet** | \$225 |
| <input type="checkbox"/> 10,000-49,999 square feet** | \$350 |
| <input type="checkbox"/> Over 50,000 square feet** | \$150 |
| Final | \$100 |
| ** Square feet equivalent to gross floor area | |
| <input type="checkbox"/> Previously Reviewed Approved Plans (minor alterations not requiring in depth review) | \$100 |

Additional Review Fees: The applicant shall reimburse the Mifflin County Planning Commission for all reasonable and necessary charges by the Mifflin County Planning Commission engineer, solicitor or consultant for review of improvements or development designs. All engineering, legal or consulting fees shall be in accordance with the ordinary and customary charges by the Planning Commission engineer, solicitor or consultant for similar service in the County, but in no event shall the fees exceed the rate or cost charged by the engineer, solicitor or consultant to the County when fees are not reimbursed or otherwise imposed on applicants. These additional review fees are applicable for all reviews, report reviews and County approval reviews. Plans will not be signed nor released for recording until all fees are paid in full.

Engineer Inspection Fees: Where improvements are required by the Mifflin County Planning Commission to be installed, as a condition of final approval of a subdivision or land development plan, said improvements must be inspected by the Planning Commission engineer upon completion. The applicant shall reimburse the County for all reasonable and necessary expenses associated with the inspection of required improvements by the Planning Commission engineer.

ENACTED AND ORDAINED the twenty-third day of January 2003, by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective on the date of enactment.

AMENDED the second day of December 2004, by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective on the date of amendment.

AMENDED this second day of December 2010, by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective January 1, 2011.

AMENDED this seventh day of July 2016 by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective September 1, 2016.

AMENDED this sixteenth day of March 2023 by the Board of Commissioners of Mifflin County, Pennsylvania, to be effective May 1, 2023.

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

M. Subrecipient Agreement with Mifflin County Wireless for County Improvement Grant Funds

Planning Director Mark Colussy spoke on both items M and N as they are linked. The County was the recipient of American Rescue Plan Act Funds that allowed the County to use the funds for items related to the pandemic. Those funds were made available to non-profit agencies throughout the County who were able to show they were impacted by the pandemic.

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

N. Subrecipient Agreement with One Dog at a Time for County Improvement Grant Funds

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

O. Purchase of Service Agreement with Mark Colussy for Planning Consultant services

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

P. Change Order No. 1 with PBCI- Allen Mechanical & Electrical for the Lewistown Shelter Services to delete the portable air purifiers from the contract -decrease of \$19,333.11

Housing Rehab Specialist Doug Marks explained it was discovered there would be a significant cost savings if this item were deleted from the contract and the air purifiers were purchased directly by the County and installed.

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

Q. Subrecipient Agreement with the Mifflin County Municipal Authority for the CDBG Village of Hawstone Project

CDBG Administrator Chastity Fultz said Granville had previously owned the water system for the Village of Hawstone and gave ownership of the water supply to the Mifflin County Municipal Authority. Therefore a subrecipient agreement must be established with the Municipal Authority that says they are going to agree to and follow all the CDBG regulations. The Water Authority passed the agreement yesterday at their meeting.

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

R. Personnel:

- Resignation of Linsey Landis from Part-time Sheriff Deputy effective March 6, 2023
- Rehire of Jared Knight for Part-time Corrections Officer effective March 13, 2023
- Promotion of Holly Yeager from Part-time Tax Services Clerk to Full-time Tax Services Clerk effective March 20, 2023
- Promotion of Blaze Erzar from Children and Youth Caseworker I to Caseworker II effective March 20, 2023
- Promotion of Dillon Harlon from Children and Youth Caseworker II to Caseworker III effective March 20, 2023
- Hiring of Danielle Sheetz for Deputy Coroner effective March 20, 2023
- Hiring of Samantha Snook for Children and Youth Caseworker effective March 27, 2023
- Resignation of Corrections Officer April Huffnagle effective March 30, 2023
- Resignation of Amy Torres for Part-time Human Services Assistant effective March 31, 2023
- Rescind the hiring of Kylee Kepner for part-time Planning Technician effective March 13, 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 9:32 am.

Secretary

ATTEST:

Chief Clerk