

Lewistown, PA

August 3, 2017

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, August 03, 2017 at 9:00 a.m. In attendance were Commissioners Kevin Kodish, Stephen Dunkle and Robert Postal, Jr.; Solicitor Stephen Snook; Chief Clerk Cathy Romig; and Confidential Clerk George Welsh.

Joe Cannon of The Sentinel/County Observer was the only representative present from the news media.

Guests present were Children and Youth Director Dana Aurand; Planning Director William Gomes; Housing Rehabilitation Specialist Douglas Marks; Elections Director Zane Swanger; Maintenance Director Sam Whiteman; Maintenance Director Lonnie Griffith; Auditor Helen Kirk; Treasurer Debra Civitts; Bud Lindhurst and Adelyn Wagner and Garren Wolfgang from MCTV.

The meeting was called to order at 9:00 a.m. by Chairman Kodish.

**I. Invocation:** The Invocation given by Commissioner Dunkle.

**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 July 20, 2017. Commissioner Dunkle seconded the motion. The motion was unanimously approved.

**IV. Approval of Bills:**

1. General Fund, Accounts Payable:

Cks. #115379 to 115573 and EFTs # 23163 to 23181 in the amount of \$1,465,531.33

2. Payroll Account:

Cks. #77817 to 77842 and Direct Deposit Advices #14449 to 14680 in the amount of \$404,475.63

3. 911 Account:

Cks. # 51375 to 51378 and EFTs # 20360 to 20364 in the amount of \$19,114.26

4. Liquid Fuels Act 89 Account:

EFT# 8057 in the amount of \$76.18

5. CDBG Account:

Cks. #1350 to 1352 in the amount of \$19,640.13

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

**V. Treasurer's Report:**

07/19/2017 to 08/01/2017

General Account Starting Balance	\$ 563,868.00
Deposits – Receipts #87664-87788	460,289.34
Transfer from Capital Reserve	1,500,000.00
Transfer from 911	200,000.00
Interest	1,456.81

<i>Total Debits</i>		\$ 2,161,746.15
<i>Bills Paid – Cks. #115379-115573</i>		
<i>EFTs #23163-23181</i>		\$ 1,465,531.33
<i>Transfer to Payroll – Cks. #77817-77842</i>		
<i>DD #14449-14680</i>		404,475.63
<i>NSF Checks</i>		500.00
<i>Total Credits</i>		\$ 1,870,506.96
<i>Ending Balance – Interest @ 1.220%</i>		\$ 855,107.19
<i>Liquid Fuels</i>	<i>1.220% @ JVB</i>	\$ 513,053.42
<i>Liquid Fuels – Act 89</i>	<i>1.220% @ JVB</i>	\$ 245,695.90
<i>LEPC</i>	<i>1.220% @ JVB</i>	\$ 26,120.11
<i>911 Telephone Account</i>	<i>1.220% @ JVB</i>	\$ 1,929,673.11
<i>Capital Reserve Account</i>	<i>1.220% @ JVB</i>	
	<i>General Account Funds</i>	
	<i>Total Capital Reserve</i>	\$ 9,614,508.77

*Motion was made by Commissioner Postal to accept the Treasurer’s Report as received, subject to audit. Commissioner Dunkle seconded the motion. The motion was unanimously approved.*

**VI. Meetings and Events:**

*Chairman Kodish:*

- Career Link Open House*
- Prison Board*
- CARS Board*
- Regional Services Corporation Negotiations*
- Regional Services Corporation Strategic Planning*
- Chamber of Commerce Board*
- SEDA-COG Board*
- Tourism Board*

*Commissioner Dunkle:*

- Prison Board*
- Meeting with Cub Scouts*

*Commissioner Postal:*

- SEDA-COG Executive Co-op Gas Committee Meeting*
- Granville Township and SEDA-COG Joint Rail Authority*
- Children and Youth*
- Mifflin County School District*
- Prison Board*
- Mifflin County Planning Commission*
- Tour together with Lewistown Borough of the Mann Edge Terrace II Project*

**VII. Public Comment:**

*Ms. Kirk: Report on the Academy of Science and Technology.*

**VIII. New Business:**

*A. Request for exoneration of 2017county portion per capita taxes:*

- *Bratton Township Tax Collector Connie Peachey – 1*

*Motion was made by Commissioner Dunkle to approve the request for exoneration of 2017 per capita taxes. Seconded by Commissioner Postal. The motion was unanimously approved.*

- B. Offer for Parcel No. 17,18-0211--,000 located in Granville Township that is currently in repository for unsold properties - \$100.00*

*Motion was made by Commissioner Postal approve the offer for Parcel No. 17,18-0211--,000. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

- C. One year renewal with Rochester Midland Corporation for water management services at the Courthouse and Correctional Facility for the period July 1, 2017 through June 30, 2018*

- Courthouse - \$2,800.00*
- Correctional Facility - \$900.00*

*Mr. Whiteman: Chemical Treatment of HVAC piping and open air water. A couple of decades ago it was Legionnaire's Disease that mandated testing and treating of water. Contract includes chemicals, actual installation by one of their technicians, testing of the water every month and adjusting the solution to keep water under control.*

*Chairman Kodish: Has Rochester Midland had this contract for several years now?*

*Mr. Whiteman: Yes, they have been in the same ballpark since day one with their costs.*

*Commissioner Postal: I see they are from North Carolina, do they have local representation?*

*Mr. Whiteman: Yes and they also have the Mifflin County School District as a client.*

*Commissioner Dunkle: It says Correctional Facility, does that include the Annex?*

*Mr. Whiteman: Yes, it includes both buildings.*

*Motion was made by Commissioner Dunkle to approve the one year rental with Rochester Midland Corporation. Seconded by Commissioner Postal. The motion was unanimously approved.*

- D. Service Agreement with CSE-Mills for HVAC maintenance at the Correctional Facility for the period September 1, 2017 through August 31, 2019 at a cost of \$13,404.00 per year*

*Mr. Griffith: The contract is a renewal of the contract that we had previously at the same cost. The contract has additional items that were not covered previously. In comparison the identical contract from GR Sponaugle & Sons was around \$17,800.00. CSE-Mills is doing a good job.*

*Motion was made by Commissioner Postal to approve the Service Agreement with CSE-Mills. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

- E. Award bid for the Granville Bridge Replacement Project on Snook's Hill Road*

*Mr. Marks: The reason this project is coming before you is this is a CDBG Project for fiscal years 2013, 2014, 2015 and 2016. Granville Township will put in reserve funds. This project is a bridge replacement project with deck replacement in Granville Township behind the Post Office. It is not a large project but the Township decided to replace it with a box culvert, a 75 to 100 year replacement. Low bid was \$281,066.76 from Kevin E. Raker Construction, LLC. The project was properly advertised. The Township Supervisors have already approved this project. This will be a 3 party contract because of the mixing of funds with 2013 and 2014 handled by Granville Township*

*Supervisors, 2015 and 2016 handled by the County. The contract will be between Granville Township, Mifflin County and the Contractor.*

*Chairman Kodish: How much was the other bid?*

*Mr. Marks: \$398,000.00 by Jay Fulkroad and Sons.*

*Commissioner Postal: Is your office actually administering this?*

*Mr. Marks: It is a combination – our office will be handling the funding, I will be in charge of doing inspections, Davis Bacon Wages and reviews of the contract, Granville Township Supervisors will be doing inspections too and will be a combination of all of us.*

*Commissioner Dunkle: When do you anticipate the Bridge construction beginning and how long do you anticipate the completion?*

*Mr. Marks: This project is a PennDOT rapid bridge replacement that has all the pre-casting companies tied up for a good period of time. So the actual construction will be in springtime as soon as the weather breaks probably the middle of March and actual construction will be 30 to 45 days. The bridge will be closed.*

*Motion was made by Commissioner Dunkle to Award Bid for the Granville Bridge Replacement. Seconded by Commissioner Postal. The motion was unanimously approved.*

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

- Magisterial District Judge Jonathan Reed, Lewistown, PA*
- Brian Bo Baker, Mifflintown, PA*
- Brighter Visions Counseling, Lewistown, PA*
- Mary Davis, MD, Lancaster, PA*
- Jennifer Johnson, LCSW, LLC, State College, PA*
- Wardell and Associates, Inc., Bellefonte, PA*
- David G. Ray, M.Ed., Lewistown, PA*
- Neuropsychological Services at Clear Vision, Williamsport, PA*
- McCloskey Counseling Center, Milesburg, PA*
- Wellspring Counseling Center, Lewistown, PA*
- New Passages, Inc., Harrisburg, PA*
- Snyder, Union, Mifflin Child Development, Lewistown, PA*
- Attorney Michael Kipphan, Huntingdon, PA*
- Viany Siennick, Lewistown, PA*
- Diakon Child, Family and Community Ministries, Allentown, PA*

*Ms. Aurand: Described the details of each Agreement which were one year renewals.*

*Commissioner Postal: Maybe, not for these, consider for the future maybe a standard submission sheet since we are reading all of these and pretty much saying the language is a little bit different, we should have a page of standard conditions and another page that has specific work tasks because they are different. It would eliminate some of the reading what standard conditions are and what special conditions are.*

*Motion was made by Commissioner Dunkle to approve the Purchase of Service Agreements. Seconded by Commissioner Postal. The motion was unanimously approved.*

*G. Request for Brown Township through the Mifflin County Planning and Development Department to assist and prepare application for PennDOT Transportation Alternatives Program (TAP)*

*Mr. Gomes: I sent you all copies of the letter from Brown Township and they asked us to help them with an application to do a Streetscape Project in Reedsville. The timing is very close. I am asking to help put the application together and will ask for a formal adoption of the application at a later time.*

*Motion was made by Commissioner Postal to approve the Request from Brown Township. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

*H. Agreement with EADS Group, Inc. for Electric Avenue/Mill Road intersection improvement study*

*Mr. Gomes: Last year we asked for some money from PennDOT to help do a study of Electric Avenue/Mill Road Intersection. Early this year we were awarded money for that, a \$60,000.00 grant, \$10,500.00 from the County and \$5,000.00 from Derry Township. Contract is \$71,565.00. This is really a messy situation down there. We want to get these contracts started in the next 2 or 3 weeks. We will start these projects in September or October. After that we will have 3 public meetings and 6 committee meetings with traffic evaluation with what might make this work.*

*Commissioner Postal: Who owns the roads?*

*Mr. Gomes: The State owns the roads.*

*Commissioner Postal: Under payment terms on the first page, Owner will make payment to the engineer in 15 days after we get reimbursement. Primary funding agencies are PennDOT, the County and Derry Township?*

*Mr. Gomes: Yes.*

*Commissioner Postal: Look at the payment terms when you get time. The engineer is invoicing monthly with a penalty. Take a look at that and the payment procedure on Page 1. I am sure it could be worked out so it is clear how we are paying this. We don't get reimbursed, they don't get paid.*

*Motion was made by Commissioner Postal to approve the Agreement with EADS Group, Inc. for Electric Avenue/Mill Road Intersection with clarification of payment terms. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

*I. Hiring of Part-Time Corrections Officer Anthony Allen effective July 23, 2017 and resignation August 1, 2017*

*Motion was made by Commissioner Postal to approve the hiring and resignation of Anthony Allen. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

*J. Hiring of part-time Corrections Officer Officers Justin Gantz effective July 23, 2017 and Michael Bodley effective August 6, 2017*

*Motion was made by Commissioner Dunkle to approve the Hiring of Justin Gantz and Michael Bodley. Seconded by Commissioner Postal. The motion was unanimously approved.*

*K. Resignation of Alana Steffen from Domestic Relations Enforcement Officer effective August 4, 2017*

*Motion was made by Commissioner Postal to approve the Resignation of Alana Steffen. Seconded by Commissioner Postal. The motion was unanimously approved.*

*L. Hiring of Shannon Hackenberg for Part-time Public Safety Telecommunicator effective August 7, 2017*

*Motion was made by Commissioner Postal to approve the Hiring of Shannon Hackenberg. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

- M. Promotion of Stephanie Wray from Receptionist to Enforcement Officer in the Domestic Relations Office effective August 4, 2017*

*Motion was made by Commissioner Postal to accept the Promotion of Stephanie Wray. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

- N. Hiring of Catherine Wolfkiel from Conference Officer in the Domestic Relations Office effective August 15, 2017*

*Motion was made by Commissioner Postal to approve the Hiring of Catherine Wolfkiel. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

- O. Hiring of Melissa Stewart for Housing Stability Coordinator in the Human Services Department effective August 18, 2017*

*Motion was made by Commissioner Dunkle to approve the Hiring of Melissa Stewart. Seconded by Commissioner Postal. The motion was unanimously approved.*

- P. Resignation of Cerissa Herman from Children and Youth Caseworker effective July 21, 2017*

*Motion was made by Commissioner Postal to accept the resignation of Cerissa Herman. Seconded by Commissioner Dunkle. The motion was unanimously approved.*

- Q. Resignation of Jonathan Marsh from Part-time Corrections Officer effective July 28, 2017*

*Motion was made by Commissioner Dunkle to accept the resignation of Jonathan Marsh. Seconded by Commissioner Postal. The motion was unanimously approved.*

**IX. Adjournment:**

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

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*Secretary*

*ATTEST:*

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*Chief Clerk*