

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, January 22, 2026, at 9:00 a.m. In attendance were Commissioners Robert Postal; Kevin Kodish; Noah Wise; Chief Clerk Cathy Romig; Solicitor Steve Snook; and Fiscal Assistant Holly Yeager.

Guests present were Treasurer Diane Griffith; Planning Director James Lettiere; Grants Liaison Madison Price; SEDA COG Program Coordinator Carol Kearney-High; Mifflin County Municipal Authority Executive Director Craig Bubb; and Mackenzie Peachey and Kolstin Diven 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 Meeting of January 8, 2026. Commissioner Wise seconded the motion. The motion was unanimously approved.
- IV. Approval of Bills:**
 - 1. *General Fund, Accounts Payable*
Ck. #'s 153061-153247 and EFT #'s 605276-605288 in the amount of \$1,361,146.95
 - 2. *Payroll Account*
Ck. #'s 80171-80176 and Direct Deposit Advice #'s 65757-65996 in the amount of \$395,123.55
 - 3. *911 Account*
Ck. #'s 53151-53164 and EFT #'s 80245-80248 in the amount of \$47,258.88
 - 4. *LEPC Account*
Ck. #1628 in the amount of \$81.27
 - 5. *Liquid Fuels Account*
Ck. #'s 1762-1763 in the amount of \$6,970.00
 - 6. *CDBG Account*
Ck. #'s 1836-1837 in the amount of \$13,466.26

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:

TREASURER’S REPORT	
1/7/2026-1/20/2026	
General Account Starting Balance	\$3,073,693.03
DEBITS	
Deposits Receipts #128279-128467	524,322.35
Transfer from LEPC	359.98
Transfer from Reserve	1,000,004.46
Transfer from CYS	630,985.26
Interest	0.00
Voided Checks	25.00
TOTAL DEBITS	\$2,155,697.05
CREDITS	
Bills Paid CK #S 153061-153247 EFT #S 605276-605288	1,361,146.95
Transfer to Payroll ck#80171-80176 DD#65757-65996	395,123.55
Transfer to CYS	2,349,478.98
Transfer to Coroner	0.00
TOTAL CREDITS	\$4,105,749.48
Ending Balance (Interest @ 4.050% as of 1/20/2026)	\$1,123,640.60
Reserve Account	
Invested at JV Bank @ 4.050% as of 1/20/2026	\$6,612,881.91
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: Court Security Meeting
Record Improvement Fund Meeting
Mifflin County Airport Authority
JBI Annual Meeting
SEDA-COG Joint Rail Authority
Courthouse Tour / Leadership
Salary Board
CCYC Executive Committee
Opioid Settlement Funds Discussion with Tri-County Drug and Alcohol Director
DLI Executive Committee
Internal: Tax Services; Veterans; MCCF; Maintenance; 911

Commissioner Kodish: Court Security Meeting
Record Improvement Fund Meeting
Area Agency on Aging Board Meeting
Workshop Meetings
Regional Services Personnel Committee
Salary Board
Valley View Haven Future Initiative Meeting
Opioid Settlement Funds Discussion with Tri-County Drug and Alcohol Director
Meeting with Treasurer regarding Kistler Borough Tax Collection
Meeting with new Physical Plant Director
Human Services Quarterly Meeting
Mifflin County Library Board Meeting

Commissioner Wise: Public Meeting
Court Security Meeting
Record Improvement Fund Meeting
Housing Authority Meeting
Courthouse Tour – Chamber of Commerce
Salary Board
Meeting with Legislators
Opioid Settlement Funds Discussion with Tri-County Drug and Alcohol Director
Valley View Retirement Community Meeting
Meeting with new Physical Plant Director
Human Services Quarterly Meeting

VII. Public Comment:

None

VIII. New Business:

A. Request for exoneration of 2025 county portion per capita taxes:

- Armagh Township Tax Collector Crystal Heister – 3
- Brown Township Tax Collector Cheryl Hartzler – 24
- Menno Township Tax Collector Cynthia Clever – 3
- Oliver Township Tax Collector Sherry Miller – 15
- Kistler Borough Tax Collector Paula Brown - 20

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

B. Request for refund of a portion of County real estate taxes:

- Parcel No. 14,01-0618 located in Brown Township – error in square footage of dwelling - \$26.27 (2024 & 2025)

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

C. Request for exoneration of the 2025 delinquent real estate taxes and relieve Kathy Whitsel, Assistant Director of Tax Services, from collecting these taxes:

- Parcel No. 16,20-0622--000 located in Derry Township – parcel purchased by Derry Township

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

- D. Memorandum of Agreement with the Teamster Local Union No. 776 for the Lieutenants for the period January 1, 2025 through December 31, 2027

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

- E. Reappointment of Thomas Lake and Edward Mann to the Mifflin County Planning Commission for four-year terms

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

- F. Appointment of Russell Rager to the Mifflin County Municipal Authority for five-year term

Commissioner Kodish made a motion to accept Mr. Rager's request to withdraw his name from consideration for the position. Commissioner Wise seconded the motion. The motion was unanimously approved.

- G. Tax Claim 2026 Fees and Costs

The fees and costs will be effective March 5, 2026

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

- H. Inmate Telecommunications Agreement with Combined Public Communications, LLC
Attestation form for the rate additive

This item was tabled due to a potential change in the agreement.

- I. Offer for Parcel No. 04,05-0112--000 located in Lewistown Borough that is currently in repository for unsold properties - \$700.00

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

- J. Offer for Parcel No. 06,02-0130--000 located in Lewistown Borough that is currently in repository for unsold properties - \$700.00

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

The Public Meeting was recessed at 9:07 a.m.

- SEDA COG Program Coordinator Carol Kearney-High held a Public Hearing for the FFY 2025 CDBG Competitive Program Funding for the Juniata Terrace Water Main River Crossing Project.

The Public Meeting was reconvened at 9:17 a.m.

- K. Fair Housing Resolution No. 1 of 2026



FAIR HOUSING RESOLUTION No. 1 of 2026

LET IT BE KNOWN TO ALL PERSONS of Mifflin County that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, sex (including gender identity and sexual orientation), national origin, religion, familial status (families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Act) and the Pennsylvania Human Relations Act adds the additional protected classes of age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals. It is the policy of Mifflin County to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, sex (including gender identity and sexual orientation), national origin, religion, familial status, handicap, age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals. Additionally, it is illegal to retaliate against a person who has filed a fair housing complaint or assisted in a fair housing investigation. Therefore, Mifflin County does hereby pass the following resolution.

BE IT RESOLVED, that within available resources Mifflin County will assist all persons who feel they have been discriminated against because of race, color, sex (including gender identity and sexual orientation), national origin, religion, familial status, handicap, age, ancestry and use of guide or support animals because of the blindness, deafness or physical handicap of the user or because the user is a handler or trainer of support or guide animals to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing and Urban Development, whichever is chosen by the person filing the complaint.

BE IT FURTHER RESOLVED that Mifflin County shall make publicly known this Resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Act, the Pennsylvania Human Relations Act, and any local laws or ordinances.

FURTHER ACTION will at a minimum include, but not to be limited to:

- (1) Publicizing the name and contact information of the local Fair Housing Officer, or publicizing the Pennsylvania Human Relations Commission and U.S. Department of Housing and Urban Development Regional Office as the acting local Fair Housing Officer, which will include the process to file a complaint if a person feels they have been discriminated against in housing in any manner and other applicable fair housing information through local media and community contracts; and
- (2) Conduct at least one fair housing activity annually to better inform the public of their rights under the Fair Housing Law and Pennsylvania Human Relations Act; and
- (3) Use the fair housing logo on all materials dealing with housing programs such as but not limited to:
 - a. Public advertisements for vacancy or discussing the program
 - b. Applications for assistance
 - c. Contracts
 - d. Municipal letters dealing with the federal programs

If you are a person with a disability or have Limited English Proficiency and require reasonable accommodation or document translation, please contact the business offices of Mifflin County, Mifflin County Courthouse, 20 North Wayne Street, Lewistown, PA 17044, (717) 248-6733.

Approved at the regularly scheduled meeting of Mifflin County held January 22, 2026.

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

- L. Resolution No. 2 of 2026 to submit FFY 2025 CDBG Competitive Application – Juniata Terrace Water Main River Crossing Project

RESOLUTION

MIFFLIN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT FFY 2025 - DISCRETIONARY

RESOLUTION NO. 2 of 2026

A Resolution of the County of Mifflin, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant (CDBG) Program, as authorized under the Housing and Community Development Act [42 USC 5301 and 24 CFR Part 570], and further certifying compliance with the requirements of said program.

WHEREAS, it is necessary and in the public interest that County of Mifflin, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, the County of Mifflin has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

WHEREAS, County of Mifflin have undertaken a considerable citizen participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Development Plan; and

WHEREAS, County of Mifflin are familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

WHEREAS, County of Mifflin wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the County of Mifflin that the Chairman is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, County of Mifflin agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the Chairman _____ of the County of Mifflin _____ is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of County of Mifflin

Adopted by County of Mifflin _____ at the regular meeting on January 22, 2026

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

- M. Resolution No. 3 of 2026 appointing a Section 504 Compliance Officer and Establishing a Grievance Procedure (Carol Kearney-High, SEDA COG)

RESOLUTION NO. 3 of 2026
MIFFLIN COUNTY BOARD OF COMMISSIONERS
APPOINTING A SECTION 504 COMPLIANCE OFFICER
AND
ESTABLISHING A GRIEVANCE PROCEDURE

WHEREAS, Mifflin County, Pennsylvania, is a recipient of federal funds from numerous sources, including Community Development Block Grant (CDBG), and

WHEREAS, Mifflin County is statutorily required to develop administrative procedures and regulations in accordance with 24 CFR Part 8 of the Code of Federal Regulations, as effectuated on July 11, 1988, to implement Section 504 of the Rehabilitation Act of 1973.

WHEREAS, Mifflin County must designate a Section 504 Compliance Officer who will serve as the GRANTEE's designated representative for any and all complaints regarding 24 CFR Part 8 of the Code of Federal Regulations and adopt grievance procedures.

WHEREAS, the Mifflin County has begun public outreach and consultation with interested parties to solicit input and feedback regarding Mifflin County's compliance with administrative rules and regulations related to Section 504 of the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Mifflin County as follows:

1. Director of Maintenance and/or their designee is hereby designated as Mifflin County's Section 504 Compliance Officer.
2. Mifflin County has adopted a grievance procedure for any and all complaints regarding accessibility to all Mifflin County owned facilities and programs.

I HEREBY CERTIFY that the above is a true and correct copy of a Resolution adopted at a regular meeting of the Board of Commissioners of Mifflin County, held on January 22, 2026.

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

- N. Change Order No. 2 for the FFY 2022 CDBG Competitive Juniata Terrace Water Main Replacement (for time extension only)

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

- O. FFY 2022 CDBG Competitive Juniata Terrace Water Main Replacement Guyer Brothers Pay App No. 3 for \$298,422.93

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

P. Personnel:

- Promotion of Hayden Spade from part-time to full-time Corrections Officer effective January 18, 2026
- Promotion of Christina Ennis from Prison Counselor to Deputy Warden of Support Services effective January 11, 2026
- Rescind the hiring of Amy Jo Kintzel for a part-time clerk in the Coroner's Office effective January 9, 2026
- Rescind the transfer of Sue Zimmerman from Children and Youth Fiscal Clerk to Tax Services/Voter/Veterans Clerk effective January 26, 2026
- Resignation of Shari Spicher from part-time 911 Telecommunicator effective January 28, 2026
- Promotion of William Myers to Physical Plant Director effective February 2, 2026
- Transfer of Lonnie Griffith from Physical Plant Director to Project Manager Effective February 2, 2026
- Resignation of Olivia Ehnsmann from Part-time Corrections Officer/Intern effective January 20, 2026
- Retirement of Joseph Wilt from Corrections Officer effective February 7, 2026
- Hiring of Christopher Gahagan for Court Tipstaff effective March 1, 2026
- Resignation of Douglas Marks from Court Tipstaff effective March 31, 2026

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

IX. Adjournment:

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

Secretary

ATTEST:

Chief Clerk