

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, August 29, 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 Steve Snook was absent.

Guests present were, Treasurer Diane Griffith, Elections Director Paula Hoffman, Chief Probation Officer Nick Wolfkiel, Human Services Director Melissa Stewart, Planning Director James Lettiere, Grants Liaison Michael Fonti, Attorney Ben Reed for the Mifflin County Hospital Authority, Nicole Sarver and Dennis Peachey of Valley View Retirement Center, Chelsea Reed and Samantha Slautterback from Care Network, David Ranger, Helen Kirk, and Ginger Wolfley and Bailey Cullen 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 August 15, 2024. Commissioner Wise seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

- 1. *General Fund, Accounts Payable*
Ck. #'s 147411-147549 and EFT #'s 602174-602195 in the amount of \$1,830,540.97
- 2. *Payroll Account*
Ck. #'s 79888-79893 and Direct Deposit Advice #'s 57364-57594 in the amount of \$369,255.04
- 3. *911 Account*
Ck. #'s 52860-52867 and EFT #'s 80088-80090 in the amount of \$34,103.56
- 4. *LEPC Account*
EFT # 1591 in the amount of \$140.10
- 5. *Liquid Fuels Act 89 Account*
Ck. # 8144 in the amount of \$41.78
- 6. *PIB Account*
EFT# 2000010 in the amount of \$55,000.00

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
8/14/2024-8/27/2024**

General Account Starting Balance	\$181,678.19
DEBITS	
Deposits Receipts #122066-122194	2,097,751.77
Transfer from Capital Reserve	2,000,000.00
Voided Checks	3,955.89
Transfer from Coroner	10,730.08
Interest	0.00
TOTAL DEBITS	\$4,112,437.74
CREDITS	
Bills Paid CK #S147411-147549 EFT #S 602174-602195	1,830,540.97
Transfer to Payroll CK 79888-79893 DD 57364-57594	369,255.04
Adjustment	0.00
NSF Check	0.00
TOTAL CREDITS	\$2,199,796.01
Ending Balance (Interest @ 4.550% as of 8/27/2024)	\$2,094,319.92
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Capital Reserve Account	\$15,248,732.81
Invested at JV Bank @ 4.550% as of 8/27/2024	
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:

*Central Counties Youth Center
Acadia Ribbon Cutting
JVBDS Joinder Board
SEDA-COG Natural Gas Cooperative
Mifflin County Conservation District
PSU Agricultural Extension Presentation
Opioid Trust Meeting
Mifflin County School District/RACP
Broadband Meeting
CCAP Membership Call
Agricultural Preservation Board
Criminal Justice Advisory Board
Comprehensive Plan Status Meeting
Internal (MCCF; Trail/MCPC; Fiscal/FNB;
CYS; Maintenance/Project/MCL)*

Commissioner Kodish:

*Meeting with CYS Director
JVBDS Joinder Board
Workshop Meetings
Library Board
Regional Services Property Committee
Penn State Extension Meeting
Meeting with FNB Officials
Planning Commission
Meeting with MCSD Superintendent
Broadband Meeting
Trail Project Meeting
Regional Services Finance Committee
SEDA-COG Local Development Corporation Board
SEDA-COG Board*

Commissioner Wise:

*United Way Meeting
Ribbon Cutting for Comprehensive Treatment Center
CYS Retention and Recruitment
Joinder Board of Commissioners
EEOC Meeting
Workshop Meetings
Penn State Extension Meeting
United Way Meeting
Meeting with MCSD Superintendent
Planning Commission
CTC Meeting
Broadband Meeting*

VII. Public Comment:

Chelsea Reed from The Care Network asked for support from the Commissioners in urging State Legislators to pass supplemental legislature for senior services.

VIII. New Business:

A. Election update

Director of Elections Paula Hoffman stated she has processed over 2600 mail in ballot requests so far for the upcoming election. The actual ballots have not yet been received from the state. Once received they will need to go through a testing process before they can be printed and prepped for mailing.

Ms. Hoffman noted Pennsylvania does not have early voting. Many people mistake the mail-in ballot process as early voting. However, returned mail-in ballots cannot be opened until Election Day. No ballots are counted prior to Election Day.

Important dates to remember for this election include, the last day to register to vote of October 20th and the last day to request a mail-in ballot of October 28th.

B. Request for exoneration of 2024 county portion per capita taxes:

- Decatur Township Tax Collector Cindy McKnight – 43
- Newton Hamilton Tax Collector Melody Kane - 2

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

- C. Amendment to Lease with Greater Lewistown Corporation for the Agriculture Extension Office for the period January 1, 2025 through December 31, 2025 - \$3,587.49 per month

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

- D. Application for County Aid – 2024 Liquid Fuels Allocation:

- Bratton Township - \$2,168.00

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

- E. Work Statement No. 8 with Delta Development Group to extend the agreement for an additional twenty-four months beginning October 1, 2024 for a fee of \$6,000.00 per month

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

- F. Award Notification for the Intermediate Punishment Program Grant for the period July 1, 2024 through June 30, 2025- \$95,000.00

Chief Probation Officer Nick Wolfkiel stated this is an annual award. There was no increase in funds this year. The purpose of the program is to help keep borderline people out of the state prison system. Funds are used to pay for electronic monitoring, drug testing, counseling, and officer salaries.

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

- G. Juvenile Probation Services Grant Agreement for the 2024/2025 Fiscal Year - \$32,328.00

Chief Probation Officer Nick Wolfkiel said this is an annual grant at the same amount as previous years. One hundred percent of this grant is used for juvenile probation officer salaries.

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

- H. Appointment of Michael Baker as the County Right to Know Officer and update the Right to Know Policy

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

- I. Resolution No. 43 of 2024 approving the financing by Mifflin County Hospital Authority of a certain project to be undertaken with respect to the facilities of Valley View Haven

Attorney Ben Reed explained Valley View Haven is undertaking a project with a loan through Juniata Valley Bank. There is no financial obligation for the county. This is only for approval and general authorization of the proposal.

Valley View CEO Nicole Sarver stated the project is for significant renovations to older areas of the facility, the addition of short-term rehabilitation care units, and an additional 21 beds for memory care services. Renovations will take place within the existing foot print of the current building and will utilize currently unused space.

CFO Dennis Peachey added this will enhance services provided by Valley View on a long-term basis. Many of the rooms will change from two beds to private rooms which are in demand. The added services will also increase their workforce by approximately 10 positions, bringing more jobs to Mifflin County.

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

- J. Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund 2024 Grant Agreement - \$51,000.00

Human Services Director, Melissa Stewart stated this is an annual grant which helps those facing eviction from their rental home. The goal is to assist about 12 families per year.

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

K. Mifflin County State Food Purchase Program Agreements for the Fiscal Year 2024-2025:

Hand of Grace/Grace Covenant Church	\$21,348.18
Abuse Network	\$4,574.61
Bible Baptist/New Life Church Soup Kitchen	\$2,287.31
Bible Baptist/New Life Church	\$9,149.22
Calvary Bible Church	\$19,823.31
Lewistown VFW Post 7011	\$2,287.31
Salvation Army	\$7,624.35
Human Services/Administration	\$3,500.57
Central Pennsylvania Food Bank	\$2,333.72

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

L. Buchart Horn Change order for the CDBG Derry Township Senior Center Renovations Project – increase of \$2,775.00

Michael Fonti, Grants Liaison said it was decided by the engineer and Derry Township that a tankless water heater would be more appropriate for the center. Part of these funds will also be used to cover the cost of sending the project out for rebid as no bidders were secured in the first round.

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

M. 2025 Holiday Schedules for the Prison, Courthouse and 911 employees

MIFFLIN COUNTY EMPLOYEES

2025

HOLIDAY SCHEDULE

Courthouse

New Year’s Day	Wednesday January 1 st
Martin Luther King Day	Monday January 20 th
President’s Day	Monday February 17 th
Good Friday	Friday April 18 th
Memorial Day	Monday May 26 th
Flag Day	Friday June 13 th
Independence Day	Friday July 4 th
Labor Day	Monday September 1 st
Columbus Day	Monday October 13 th
Veterans Day	Tuesday November 11 th
Thanksgiving	Thursday & Friday November 27 th & 28 th
Christmas	Wednesday & Thursday December 24 th & 25 th

MIFFLIN COUNTY EMPLOYEES

2025

HOLIDAY SCHEDULE

Prison

New Year’s Day	Wednesday January 1 st
President’s Day	Monday February 17 th
Good Friday	Friday April 18 th
Memorial Day	Monday May 26 th
Independence Day	Friday July 4 th
Labor Day	Monday September 1 st
Veterans Day	Tuesday November 11 th
Thanksgiving	Thursday & Friday November 27 th & 28 th
Christmas	Wednesday & Thursday December 24 th & 25 th

MIFFLIN COUNTY EMPLOYEES

2025

HOLIDAY SCHEDULE

Telecommunicators

New Year's Day	Wednesday January 1 st
Martin Luther King Day	Monday January 20 th
President's Day	Monday February 17 th
Good Friday	Friday April 18 th
Memorial Day	Monday May 26 th
Flag Day	Saturday June 14 th
Independence Day	Friday July 4 th
Labor Day	Monday September 1 st
Columbus Day	Monday October 13 th
Veterans Day	Tuesday November 11 th
Thanksgiving	Thursday & Friday November 27 th & 28 th
Christmas	Wednesday & Thursday December 24 th & 25 th

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

- N. Contract with Corrections Consultants, LLC for the Assessment of County Jail Operations - \$5,500.00

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

O. Personnel:

- Resignation of George Hackenberry from part-time Corrections Officer effective August 21, 2024
- Rescind the resignation of Children and Youth Caseworker Abigail Yoder
- Hiring of Curtis Bailor, Matthew Boyer, and Alexia Berry for part-time Corrections Officers effective September 3, 2024
- Resignation of Children & Youth Caseworker III Nathan Reese effective September 25, 2024

Motion was made by Commissioner Wise to approve the personnel items. 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 9:37 a.m.

Secretary

ATTEST:

Chief Clerk