

Lewistown, PA

April 2, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, April 2, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Solicitor Stephen Snook, BMZ Law and Chief Clerk Cathy Romig.

Erin Thompson of The Sentinel/County Observer was the only representative present from the news media.

Guests present: Treasurer Deb Civitts; Public Safety Director Phil Lucas; Coroner Dan Lynch; Damon Miller, MIS Department; Dan Mort, MIS Department; Roger Herto, MCTV

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 March 19, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #127806 to 127992 and EFTs # 26219 to 26235 in the amount of \$859,336.53

2. Payroll Account:

Cks. # 78844 to 78860 and Direct Deposit Advices # 30935 to 31178 in the amount of \$453,827.86

3. 911 Account:

Cks. #51949 to 51950 and EFT #20683 to 20684 in the amount of \$909.34

4. CDBG Account:

Cks. # 1498 to 1501 in the amount of \$37,866.11

5. Act 137 Account:

Cks. # 3071 to 3073 in the amount of \$21,876.90

6. LEPC Account:

Ck. #1488 in the amount of \$267.50; voided ck. # 1486

7. Liquid Fuels Act 89 Account:

EFT #8091 in the amount of \$85.20

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
03/18/2020-03/31/2020**

General Account Starting Balance	\$1,308,216.85
DEBITS	
Deposits Receipts #100737-100873	842,042.41
Transfer from 911	0.00
Transfer from Capital Reserve	0.00
Transfer from LEPC	0.00
Voided Checks	0.00
Interest	1,436.48
TOTAL DEBITS	\$843,478.89
CREDITS	
Bills Paid CK #'S 127806-127992, EFT'S # 26219-26235	859,336.53
Transfer to Payroll CKS 78844-78860, DD 30935-31178	453,827.86
Transfer to CDBG	0.00
TOTAL CREDITS	\$1,313,164.39
<u>Ending Balance (Interest @ 01.390% as of 03/31/2020)</u>	<u>\$838,531.35</u>
Liquid Fuels	
Invested at JV Bank @ 01.390% as of 03/31/2020	\$408,644.34
Liquid Fuels - Act 89	
Invested at JV Bank @ 01.390% as of 03/31/2020	\$326,502.05
911 Telephone Account	
Invested at JV Bank @ 01.390% as of 03/31/2020	\$394,035.69
LEPC	
Invested at JV Bank @ 01.390% as of 03/31/2020	\$38,904.15
Local Use Fund	
Invested at JV Bank @ 01.390% as of 03/31/2020	\$427,621.23
Capital Reserve Account	
Invested at JV Bank @ 01.87% as of 03/31/2020	\$7,592,319.57
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: Repository Bid Opening

COVID-19 Meetings

Commissioner Postal: *SEDA-COG Joint Rail Authority Meeting*
SEDA-COG Natural Gas Executive Committee Meeting
JVBDS Conference Call
Repository Bid Opening
COVID-19 Meetings

Commissioner Kodish: *COVID-19 Meetings*
CCAP Deferred Compensation Committee
Regional Services Executive Board Meeting
SEDA-COG Board Meeting

VII. Public Comment:

None to report.

Public Safety Director Phil Lucas stated Mifflin County currently has two confirmed cases of COVID-19. The Department of Health doesn't notify as to where the patients are located. As far as we know, they are not hospitalized, but are at home being treated. Currently, supplies are being disbursed to first responders. Geisinger Lewistown Hospital has received supplies from the strategic national stockpile so they can increase the amount of personal protective equipment (PPE) for staff at the hospital treating their patients. They have set up a tent outside of the hospital so they can isolate those people who they feel are at greater risk for being positive for respiratory problems or associated with the COVID-19 virus. They are working to protect the patients in the facility. Over the next week or two, we'll be working with Geisinger Lewistown Hospital and the Department of Health to make arrangements that if we would see a significant increase in the number of positive patients in our community, we can be moving those at lower risk away from the hospital. This allows us to focus on providing treatment to those at greatest risk for being stricken with COVID-19 at the hospital. Regionally, we are working on distribution of PPE for first responders and we're seeing supplies from the strategic national stockpile for nursing homes across the state. We don't know what nursing home or when they will be receiving the PPE, but we believe the first group of nursing homes will be by the end of this week.

Currently, Mifflin County has been added to the statewide stay at home order by the Governor. This order reinforces the best practice of social distancing. The purpose is to minimize the interactions people have with each other. This limits trips and encourages people to go out for life-sustaining items only. It doesn't say you can't travel or pick up food, but you should do it only when absolutely necessary.

Commissioner Postal added we've had calls interpreting this as a curfew, but it is not an 8:00 p.m. curfew. He read a quote from the Governor's Release as follows, "Staying at home doesn't mean making a daily stop at the grocery store because you need to get out of the house. Staying at home means you stay at home."

Public Safety Director Phil Lucas agreed and added there is no curfew or restriction on travel at this point. He mentioned trips should be made out of necessity and should not include an entire family. As far as ventilators, statewide and nationwide, all elective surgeries have been canceled in order to maximize the bed capacity of the healthcare institution. Currently, we are at the point of using 12% of available ventilators at Geisinger Lewistown Hospital. Regionally and across the state, we're using 32% of available ventilators. Those most affected are those with respiratory problems and they need additional support in breathing to get them through the treatment cycle. In speaking with Geisinger Lewistown Hospital, they have made arrangements to use

alternative devices to support breathing. He feels our region is in a good position at this point.

Commissioner Kodish thanked Roger Herto from MCTV for being here to film the meeting. He also thanked the County MIS department who went the extra mile to set up the Webex meeting this morning.

VIII. New Business:

- A. *Resolution No. 34 of 2020 authorizing the immediate implementation of certain policies and procedures to comply with the emergency directives of Pennsylvania Governor Tom Wolf*

Resolution No. 34 of 2020

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF MIFFLIN COUNTY, PENNSYLVANIA,**

**AUTHORIZING THE IMMEDIATE IMPLEMENTATION OF CERTAIN POLICIES AND
PROCEDURES TO COMPLY WITH THE EMERGENCY DIRECTIVES OF
PENNSYLVANIA GOVERNOR TOM WOLF AND THE PENNSYLVANIA DEPARTMENT
OF HEALTH.**

*WHEREAS, On March 6, 2020 Pennsylvania Governor Tom Wolf declared an
Emergency Disaster for the Commonwealth of Pennsylvania;*

*WHEREAS, Mifflin County passed a Proclamation of Disaster Emergency on
March 19, 2020;*

*WHEREAS, subsequently to the aforesaid Declaration, Governor Tom Wolf, on
March 16, 2020 and March 19, 2020 ordered and directed more expansive prohibition of
certain business operations and social activities within Commonwealth of Pennsylvania as
well as subsequent directives issued by the Pennsylvania Secretary of Health, Rachel Levine,
to address health and safety concerns regarding COVID-19 (Coronavirus);*

*WHEREAS, Section 509 of the County Code grants and authorizes to the MIFFLIN
COUNTY BOARD OF COMMISSIONERS the executive and administrative powers to
secure the health, safety and welfare of the citizens of Mifflin County;*

*BE IT RESOLVED, in accordance with the authority conferred by law, and in order to be in
compliance with its practices and procedures consistent with the directives of Governor Tom
Wolf and the Pennsylvania Department of Health, the Mifflin County Board of Commissioners
does hereby implement the following policy and procedures:*

*1. Public Meetings. Any and all public meetings shall be done in a manner
consistent with the Order and Directives of Governor Tom Wolf and/or by the
Pennsylvania Secretary of Health, Rachel Levine, as in place at the time of this
resolution or as otherwise lawfully instituted during the duration of the aforesaid
declared Emergency Disaster for the Commonwealth of Pennsylvania;*

*2. Weekly Meetings. All meetings shall be held in compliance with Social
Distancing Rules and Regulations as directed by Pennsylvania Department of Health
(hereinafter "SDRR") and for the safety and welfare of Board Members and the public
generally, the public is hereby given notice that Board Members and other necessary
participants are hereby approved and encouraged to participate by electronic means. The
aforesaid compliance to SDRR shall apply to any location where a meeting is scheduled to
be held (hereinafter "Meeting Room") whether it occurs as scheduled prior hereto for every
First, Third, and Fifth Thursday at 9 o'clock a.m. in the Commissioners Conference Room
in the Courthouse, 20 N. Wayne St., Lewistown, PA or at a different location to comply with
the aforesaid Emergency Orders and Directives;*

3. *Meeting Room Occupancy. No more than ten (10) person(s) are permitted in the Meeting Room at any given time. Upon reaching the maximum capacity of ten (10) persons (which shall include the Board of Commissioners and its staff), no further access shall be permitted until the number of person(s) is reduced and entry of other person(s) shall be limited to the amount that vacate the Meeting Room in order that at no point in time maximum capacity is exceeded, unless an emergency requires further admittance. The Board may further limit the meeting room occupancy to the extent that may be necessary to comply with SDRR for the use of any temporary meeting location;*

4. *PUBLIC PARTICIPATION. Public participation to all Meetings shall be available by the use of WEBEX or similar solution. Information regarding the use of WEBEX or similar solution shall be posted on the Mifflin County Webpage. In the event it is not possible for a member of the public to utilize WEBEX or a similar solution, such a public member must contact the Mifflin County Chief Clerk in advance of a scheduled meeting with sufficient time to accommodate their attendance with compliance with SDRR to be accomplished by the use of telephone or other electronic participation;*

5. *Any person(s), business or other entity desiring to provide or present documents of any kind or other physical exhibits at a meeting must contact the Mifflin County Chief Clerk in advance with sufficient time to accommodate the presentation and/or if necessary their physical attendance but such presenter must at all-time remain in compliance with SDRR.*

This Resolution shall be effective immediately and shall remain in effect until Governor Tom Wolf and/or Pennsylvania Secretary of Health rescinds the directives upon which the Resolution relies.

RESOLVED AND ADOPTED by the Board of Commissioners of and for Mifflin County, Pennsylvania, in lawful session fully assembled, this 2nd day of April, 2020.

Motion was made by Commissioner Kodish to approve the Resolution No. 34 of 2020. Commissioner Postal seconded the motion. The motion was unanimously approved.

B. Offer for Parcel No. 21,21,0515--,014, located in Wayne Township that is currently in repository for unsold properties - \$800.00

Motion was made by Commissioner Postal to accept the offer for Parcel No. 21,21,0515--,014 located in Wayne Township that is currently in repository for unsold properties - \$800.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. Offer for Parcel No. 21,22-0206D-,000, located in Wayne Township that is currently in repository for unsold properties - \$1,026.00

Motion was made by Commissioner Postal to accept the offer for Parcel No. 21,22-0206D-,000, located in Wayne Township that is currently in repository for unsold properties - \$1,026.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

D. Request for exoneration of 2020 county real estate tax bills and relieve the Tax Collectors from collecting these bills:

- Parcel No. 17,08-0113 located in Granville Township – Building site value was added to parcel in error. Will be re-billed with the August supplemental billing.*
- Parcel No. 21,09-0202--,000 located in Wayne Township – Doublewide was removed. Will be re-billed with the August supplemental billing*

Motion was made by Commissioner Kodish to approve the requests for exoneration. Commissioner Postal seconded the motion. The motion was unanimously approved.

E. Request for refund of a portion of the 2018 through 2019 County real estate taxes:

- *Parcel No. 09,01-706A,001 located in Kistler Borough – mobile home was assessed on another parcel - \$406.46*

Motion was made by Commissioner Kodish to approve the request for refund of a portion of the 2018 through 2019 County real estate taxes. Commissioner Postal seconded the motion. The motion was unanimously approved.

F. Addendum to Agreement with Election Systems & Software, LLC, for a Scanner, License, Maintenance and Support for four years - \$1,575.00 per year

Motion was made by Commissioner Postal to approve the Addendum to Agreement with Election Systems & Software, LLC, for a Scanner, License, Maintenance and Support for four years - \$1,575.00 per year. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. Reaffirm the JVBDS Joinder Agreement with Huntingdon and Juniata Counties

Commissioner Postal discussed there is already a Joinder agreement with Huntingdon and Juniata Counties, but for an application being submitted to the State for a Human Services Grant, we feel this should be done.

Motion was made by Commissioner Kodish to reaffirm the JVBDS Joinder Agreement with Huntingdon and Juniata Counties. Commissioner Postal seconded the motion. The motion was unanimously approved.

H. Appointment of James Drayer to the Juniata Valley Behavior and Development Citizens Advisory Board

Motion was made by Commissioner Postal to approve the appointment of James Drayer to the Juniata Valley Behavior and Development Citizens Advisory Board. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. Personnel:

- *Hiring of Veronica Brown for Children and Youth Caseworker effective April 6, 2020*
- *Resignation of Richard Walter from part-time 911 Telecommunicator effective April 7, 2020*
- *Hiring of David Reis for Probation Officer effective March 30, 2020*
- *Resignation from part-time Corrections Officer Walter Cousins effective April 14, 2020*

Motion was made by Commissioner Postal to accept the above personnel items. Commissioner Kodish seconded the motion. The motion was unanimously approved.

Commissioner Postal added everyone should have gotten their census form by now. So far, 39.5% of households have responded by mail, phone or online, which means 60% have not. He urges everyone to please complete their census information. If you don't,

*sometime in May or June, the census field workers will be around knocking on doors.
That's not an ideal situation given the pandemic we are in.*

IX. Adjournment:

*With no other business on the agenda, Chairman Sunderland adjourned the meeting at
9:15 a.m.*

Secretary

ATTEST:

Chief Clerk