

Lewistown, PA

December 18, 2025

*The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, December 18, 2025 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; Project Manager with Michael Baker International Steve Thomas; Prison Warden Jason Kormanic; Chief Probation Officer Nick Wolfkiel; Human Services Director Melissa Stewart; Public Defender Shawn Curry; Grants Liaison Madison Price; Director of Fiscal Affairs Duane McMullen; Craig Bubb from Lewistown Borough; Nevada Lee; Julia Romig; Sherry Haines; Brenda Shipe; Lisa Baitsell; Vanessa Wolfkiel; Timothy Fultz; Eulalia Corres; Peggy Nunez; Ciara Williams and Reiss Miller 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 Wise to accept the Minutes of the Regular Meeting of December 4, 2025. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

**IV. Treasurer's Report / Approval of Bills:**

1. General Fund, Accounts Payable

*Ck. #'s 152791-152906 and EFT #'s 604056-604161 in the amount of \$579,174.36*

2. Payroll Account

*Ck. #'s 80150-80154 and Direct Deposit Advice #'s 65078-650301 in the amount of \$395,452.38*

3. 911 Account

*Ck. #'s 53134-53146 and EFT #'s 80234-80237 in the amount of \$16,748.62*

4. LEPC Account

*Ck. # 1624-1626 in the amount of \$3,730.69*

5. CDBG Account

*Ck. # 1833 in the amount of \$870.00*

6. Liquid Fuels Account

*Ck. # 1759 in the amount of \$8,292.00*

*Motion was made by Commissioner Wise 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	
12/3/2025-12/16/2025	
General Account Starting Balance	\$1,674,524.56
DEBITS	
Deposits Receipts #127899-128091	390,598.29
Transfer from LEPC	247.59
Transfer from Reserve	1,500,000.00
Transfer from CYS	1,911,057.98
Interest	0.00
Voided Checks	0.00
<b>TOTAL DEBITS</b>	<b>\$3,801,903.86</b>
CREDITS	
Bills Paid CK #S 152791-152906 EFT #'S 604056-604161	579,174.36
Transfer to Payroll ck#80150-80154 DD#65078-65301	395,452.38
Transfer to CYS	1,378,459.27
Transfer to Coroner	0.00
<b>TOTAL CREDITS</b>	<b>\$2,353,086.01</b>
<u>Ending Balance (Interest @ 4.050% as of 12/16/2025)</u>	<u>\$3,123,342.41</u>
Reserve Account	
Invested at JV Bank @ 4.050% as of 12/16/2025	\$7,264,273.26

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: Retirement Board  
POMATT Executive and Budget Meetings  
SEDA-COG Local Development Corporation Board  
CCAP / DHS Rural Health  
DLI Personnel  
JVBDS Joinder Board  
PA Hospital Conference Call  
LEO / WDB Meetings  
Agriculture Preservation Board  
MCCF / CGL Call  
Internal (Facility; MCCF; MCPD/County Emergency; Veterans)*

*Commissioner Kodish: Retirement Board  
Regional Services Contract Negotiations  
Workshop Meetings  
SEDA-COG Local Development Corporation Board  
Meeting with Warden Kormanic  
JVBDS Joinder Board  
Regional Services Corporation Board  
Meeting with Planning Director  
Meeting with Prison Consultant  
County Redevelopment Authority Feasibility Meeting  
Library Board  
Reception at Governor Shapiro's Residence*

*Commissioner Wise: Retirement Board  
SEDA-COG Local Development Corporation Board  
Youth Park Meeting  
Meeting with Bill Myers  
Meeting with Warden Kormanic  
EADs Group Function  
JVBDS Joinder Board  
County Engineer Meeting  
Meeting with Prison Consultant  
Mifflin County RDA  
Reception at Governor Shapiro's Residence*

## **VII. Public Comment:**

*Nevada Lee, a former employee with the Housing Authority, shared complaints of some of the residents that live in apartments that the Housing Authority manages. Timothy Fultz, Lisa Baitzell, Julia Romig, Brenda Ship and Eulalia Corres spoke about their poor living conditions, such as apartment units that are not ADA compliant for disabled residents, bed bugs, clogged sinks, non-working street lights and a non-working elevator.*

## **VIII. New Business:**

Recess Public Meeting at 9:26 a.m.

- Public Hearing for the County's Comprehensive Plan

Steve Thomas, Project Manager with Michael Baker International, spoke about the plan. The Comprehensive Plan and an Executive Summary are on the County website for the public to view.

Reconvene Public Meeting at 9:30 a.m.

### **A. Resolution Number 10 of 2025 Adopting the Comprehensive Plan of Mifflin County**

The plan is entitled Mifflin County 2035 A Decade of Progress. The project has 19 action items that have a 10-year plan to be completed.

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

### **B. Request from Burnham Borough to extend the term of their sub-recipient agreement**

*Commissioner Postal suggested that the County accept \$150,000, as proposed, by January 31, 2026. It will be refunded into the County's Capital Improvement Program and then extend the remaining balance until June 30, 2026 with consideration after that.*

*Commissioner Wise made a motion for Commissioner Postal's proposal. This motion was seconded by Commissioner Kodish.*

C. Selection of County Engineer for the years 2026 through 2031

Counties are required under PennDOT regulations to complete a selection process every five years. The six firms that submitted proposals were scored using a grading system developed by PennDOT with Keller Engineering receiving the highest score.

*Commissioner Postal made a motion to select Keller Engineering as County Engineer. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

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

- Wayne Township Tax Collector Mary Ellen Reed – 6
- Union Township Tax Collector Herb Zook – 7
- Bratton Township Tax Collector Sharina Harshbarger – 1

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

E. Amending the action taken on December 4, 2025 to exonerate Decatur Township Tax Collector Cindy McKnight from collecting 2025 per capita tax bills as presented (76) – corrected total 10

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

F. Reappointment of Allana Hartung and Kevin Kodish to the SEDA-COG Board of Directors and SEDA-COG Local Development Corporation for one-year terms

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

G. Encumber \$40,000.00 Liquid Fuels funds for Maintenance on Shawver Road Bridge

*With the correction of Jacks Creek Bridge, a Motion was made by Commissioner Wise to approve the item. Commissioner Kodish seconded the motion. The motion was unanimously approved.*

H. Certification of County Funds for 2026 Farmland Preservation Program Year

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

I. Application for County Aid – 2025 Liquid Fuels Allocation

- Derry Township - \$9,029.00
- Granville Township - \$6,107.00
- Juniata Terrace Borough - \$1,000.00
- Burnham Borough - \$2,035.00

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

J. Laboratory Services Agreement with Geisinger Lewistown Hospital for the Correctional Facility

This is a continuation of current services.

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

K. SAVIN (Statewide Automated Victim Information and Notification System) maintenance and service agreement with the Pennsylvania District Attorney's Institute – January 1, 2026 through December 31, 2026

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

L. Professional Services Contract with J-Way Architectural for design, bidding, and contract administration service for the Mifflin County Learning Center Site Work & Streetscape - \$191,568.00

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

M. Professional Services Contract with J-Way Architectural for design, bidding, and contract administration service for the Historic Courthouse Exterior Restoration - \$282,750.00

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

N. Application for the Adult Probation Adult Grant-in-Aid for the period July 1, 2025 through June 30, 2026 - \$42,931.00

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

O. Application for the Intermediate Punishment Grant for the period July 1, 2025 through June 30, 2026 in the amount of \$95,000.00

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

P. Public Defender and Additional Legal Services Agreement with Robert Ferguson, Esquire, McClure PA, for the period January 1, 2026 through December 31, 2026- \$28,692.00 annually to be paid in equal monthly installments

This is a multi-agency contract.

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

Q. Public Defender Legal Services Agreement with Brian “Bo” Baker, Esq. to provide criminal defense services for the period January 1, 2026 through December 31, 2026 for the sum of \$35,000.00 to be paid in bi-weekly installments

Services will be funded through the Indigent Defense Grant.

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

R. Project Modification Request for the Indigent Defense Grant

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

S. Mifflin County State Food Purchase Program Agreements for the Fiscal Year 2025-2026:

Hand of Grace/Grace Covenant Church	\$24,210.42
New Life Church Soup Kitchen	\$5,210.42
New Life Church	\$14,210.42
Calvary Bible Church	\$32,210.42
Lewistown VFW Post 7011	\$4,710.42
Salvation Army	\$9,210.42
Human Services/Administration	\$5,470.44
Central Pennsylvania Food Bank	<u>\$2,335.00</u>
	\$97,567.96

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

Recess Public Meeting at 9:59 a.m.

- Public Hearing for the FFY 2025 CDBG Competitive Program Funding for the Juniata Terrace Water Main River Crossing by Project Carol Kearney-High, SEDA COG

Reconvene Public Meeting at 10:16 a.m.

T. Subrecipient Agreement with Oliver Township for the Lockport Stormwater Improvement for the FFY 2022 CDBG Funding

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

U. Subrecipient Agreement with Oliver Township for the Lockport Stormwater Improvement for the FFY 2023 CDBG Funding

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

V. Resolution No. 11 of 2025 fixing the 2026 tax rate

There is no tax increase for 2026.

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

W. Adoption of the 2026 Budget

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

X. 2026 Meeting Schedules

Commissioner Kodish shared that because of the holiday on New Year's Day, the Commissioners meetings in January have been scheduled for January 8 and January 22.

Approved 2026 Meeting Schedules

Regular Meetings:

- In January, 2026, meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday at 9:00 a.m. For the remaining 11 months of 2026, meetings will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month at 9:00 a.m. Meetings will also be held on the 5<sup>th</sup> Thursday in April, July and October, also at 9:00 a.m.

Prison Board:

- First Wednesday of each month at 1:30 p.m.

Salary Board:

- January 5, 2026 at 1:30 p.m. for reorganization and any other business
- Third Thursday of each month at 10:30 a.m., as needed

Board of Elections:

- Third Thursday of each month directly following the Commissioners' Public Meeting which begins at 9:00 a.m., as needed.

Department Head:

- As needed

Retirement Board:

- Thursday, March 5, 2026 at 2:00 p.m.
- Thursday, June 4, 2026 at 2:00 p.m.
- Thursday, September 3, 2026 at 2:00 p.m.
- Thursday, December 3, 2026 at 2:00 p.m.

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

Y. Selection of Board Officers for 2026

*Motion was made by Commissioner Kodish to reappoint Commissioner Postal as Chair; himself (Commissioner Kodish) as Vice Chair and Commissioner Wise as Secretary. Commissioner Wise seconded the motion. The motion was unanimously approved.*

Z. Personnel:

- Promotion of Ryan Fike from Probation Officer I to a Probation Officer II effective December 22, 2025
- Resignation of Training and Security Corrections Officer Ryan Snyder effective December 16, 2025
- Appointment of Elizabeth Massie for an Intern in the District Attorney's Office effective December 22, 2025
- Hiring of Leslie Weston for Second Deputy Prothonotary/Clerk of Courts effective December 29, 2025
- Hiring of Olivia Ehnsman for Part-time Corrections Officer/Intern effective December 29, 2025

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

**IX. *Adjournment:***

*With no other business on the agenda, Commissioner Postal adjourned the meeting at 10:22 a.m.*

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*Secretary*

*ATTEST:*

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*Chief Clerk*