

Lewistown, PA

October 29, 2020

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, October 29, 2020 at 9:00 a.m. In attendance were Commissioners Mark Sunderland, Robert Postal and Kevin Kodish; Solicitor Stephen Snook, BMZ Law (at 9:17 a.m.); Chief Clerk Cathy Romig and Assistant Chief Clerk Angela Shuey.

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

Guests present: Treasurer Deb Civitts; Planning Director Mark Colussy; Community Development Administrator Chastity Fultz; Human Services Director Allison Fisher; Director of Fiscal Affairs Michael Baker, Cindy Sunderland, Call-A-Ride Service; Chris Weaver; Maddie Myers and Gabby Wolfkill, MCTV

The meeting was called to order at 9:02 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 October 15, 2020. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

1. General Fund, Accounts Payable:

Cks. #130059 to 130240 and EFTs # 27029 to 27054 in the amount of \$756,679.49

2. Payroll Account:

Cks. #78991 to 78997 and Direct Deposit Advices # 34467 to 34701 in the amount of \$344,263.26

3. 911 Account:

Cks. # 52038 to 52050 and EFT #20742 to 20746 in the amount of \$88,499.57

4. CDBG Account:

Cks. # 1522 in the amount of \$17,833.69

5. Act 137 Account:

Cks. # 3091 to 3095 in the amount of \$18,509.06

6. LEPC Account:

Cks. # 1507 in the amount of \$89.92

7. Liquid Fuels Account

Cks. # 1686 to 1688 in the amount of \$26,664.62

8. *Liquid Fuels Act 89 Account*

EFT # 8098 in the amount of \$67.42

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
10/14/2020-10/27/2020**

General Account Starting Balance	\$258,473.25
DEBITS	
Deposits Receipts #103826-103967	646,457.14
Transfer from 911	0.00
Transfer from Capital Reserve	600,000.00
Transfer from LEPC	0.00
Voided Checks	51.48
Interest	0.00
TOTAL DEBITS	\$1,246,508.62
CREDITS	
Bills Paid CK #'S 130059-130240, EFT'S # 27029-27054	756,679.49
Transfer to Payroll CKS 78991 - 78997, DD 34467 – 34701	344,263.26
Transfer to	0.00
NSF CHECKS	0.00
TOTAL CREDITS	\$1,100,942.75
Ending Balance (Interest @ 0.350% as of 10/27/2020)	\$404,039.12
Liquid Fuels	
Invested at JV Bank @ 0.350% as of 10/27/2020	\$403,095.43
Liquid Fuels - Act 89	
Invested at JV Bank @ 0.350% as of 10/27/2020	\$344,314.38
911 Telephone Account	
Invested at JV Bank @ 0.350% as of 10/27/2020	\$664,487.12
LEPC	
Invested at JV Bank @ 0.350% as of 10/27/2020	\$33,236.57
Local Use Fund	
Invested at JV Bank @ 0.350% as of 10/27/2020	\$340,079.13
M C CARES	
Invested at JV Bank @ 0.500% as of 10/27/2020	\$4,167,108.31
Capital Reserve Account	
Invested at JV Bank @ 0.950% as of 10/27/2020	\$10,771,194.13

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: JVBDS Joinder Board Meeting
Various Internal Meetings
2021 Budget Meetings*

*Commissioner Postal: 2021 Budget Meetings
SEDA-COG Natural Gas Executive Committee Meeting
Various CCAP Meetings
JVBDS Joinder Board Meeting
Ag Extension Council Meeting
4-H Open House
DLI Board Meeting
CARES Act Meetings
Human Services Meeting
COVID Response Meeting*

*Commissioner Kodish: PIMCC Board Meeting
2021 Budget Meetings
JVBDS Joinder Board Meeting
Regional Services Corporation Board Meeting
Library Board Meeting
Juniata River Valley Tourism Board Meeting
SEDA-COG Board of Directors Meeting
United Way Board Meeting*

VII. Public Comment:

None to report.

VIII. New Business:

- A. *Public Hearing pursuant to Section 5603 of the Municipality Authorities Act for discussion of the County's intent to pass a resolution authorizing the organization of a County Municipal Authority*

No public comment was offered.

Commissioner Postal commented that the public hearing being held today was properly advertised. It was the intent of the Commissioners to pass a resolution today that would further the authorization to organize a county authority, but we're waiting on three nominations from Lewistown Borough. The other municipalities have submitted their nominations. Until we get the three nominations from Lewistown Borough, we can't pass the resolution. This item will be postponed until a future public meeting.

- B. *Request for exoneration of 2020 county portion per capita taxes:*

- Oliver Township Tax Collector Sherry Miller – 5*
- Armagh Township Tax Collector Linda Marks – 15*

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

C. Medical Assistance Transportation Program Fourth Quarter FFY 2019/2021 Certification Statement

Ms. Sunderland mentioned that fourth quarter numbers are down because of COVID 19. Once the reconciliation is done, Medical Assistance will owe Mifflin County money. Trips are down in the fourth quarter, but the single rate did go up because of the expenses involved in trying to keep staff going. For the first quarter, trips are still down because of COVID.

She then spoke about the qualifications for riders. She discussed that a rider has to be a county resident and must be registered with the Call-A-Ride Service (CARS) office. For those who don't qualify for 65 and older lottery or 18-64 disability, they would ride under the general public fare, which is a bit more expensive. Individuals can utilize the service to take trips to stores, nursing homes and medical appointments. Saturday service is available to all clients. Holiday service is available for dialysis clients.

Motion was made by Commissioner Postal to approve the Medical Assistance Transportation Program Fourth Quarter FFY 2019/2021 Certification Statement. Commissioner Kodish seconded the motion. The motion was unanimously approved.

D. Application for County Aid – 2020 Liquid Fuels Allocation:

- Wayne Township - \$5,033.50*
- Armagh Township - \$5,591.75*
- Union Township - \$4,654.40*
- McVeytown Borough - \$1,000.00*

Motion was made by Commissioner Postal to approve the applications for County Aid – 2020 Liquid Fuels Allocation. Commissioner Kodish seconded the motion. The motion was unanimously approved.

E. Grant Agreement with the Center for Tech and Civic Life for Election Administration - \$17,930.00

Ms. Fisher explained that this grant can be utilized for direct salaries, overtime and other costs associated with the election.

Commissioner Postal thanked staff for pursuing this grant. He pointed out this is not a government grant, but rather a grant from the Center for Tech and Civic Life for Election Administration. The Center for Tech and Civic Life for Election Administration is a non-profit organization that has made grants available to municipalities across the state.

Motion was made by Commissioner Postal to approve the grant agreement with the Center for Tech and Civic Life for Election Administration - \$17,930.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

F. Professional Services Agreement with the EADS Group, Inc. for the CDBG Engineer for the period October 29, 2020 through October 29, 2023

Ms. Fultz discussed this is a three-year CDBG professional services agreement. This will be a contract with the EADS Group, Inc. for CDBG engineering services for the county. This is exclusive of the entitlements who have their own allocation of funds including Brown, Derry and Granville Townships and Lewistown Borough. The process to select

the engineer began with an RFQ that was advertised earlier this year. As a result, ten or twelve applications were received. All applications were then reviewed and ranked by the Planning Department. The highest ranking engineering firm was the EADS Group.

Motion was made by Commissioner Postal to approve the Professional Services Agreement with the EADS Group, Inc. for the CDBG Engineer for the period October 29, 2020 through October 29, 2023. Commissioner Kodish seconded the motion. The motion was unanimously approved.

G. Contract renewal with Geisinger Health Plan for employee group health coverage for the period January 1, 2021 through December 31, 2021

Motion was made by Commissioner Postal to approve the contract renewal with Geisinger Health Plan for employee group health coverage for the period January 1, 2021 through December 31, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

H. Contract renewal with Geisinger Health Plan for HRA Administration for the employee group plan for the period January 1, 2021 through December 31, 2021

Motion was made by Commissioner Postal to approve the renewal with Geisinger Health Plan for HRA Administration for the employee group plan for the period January 1, 2021 through December 31, 2021. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. CARES Act Fund Grants:

- *Small Business:*
 1. *Zion Hair Salon - \$4,329.00*

Mr. Colussy presented one application for consideration under the small business relief grant program for Zion Hair Salon. Before taking action on this item, he mentioned this draws round one to a close. He mentioned that nine small businesses and one non-profit have been recommended by the Ad Hoc review committee to not be funded for a variety of reasons. The most notable reason was because the business/non-profit's expenses did not exceed any other federal funding they received. He's requesting approval to release funds to Zion Hair Salon and give permission to staff to notify the applicants who will not be receiving funding for round one. With Zion Hair Salon, he recommends awarding the grant contingent upon their execution of a sub-recipient agreement.

Mr. Colussy then gave a brief synopsis of the CARES Act Fund Grant process that occurred over the last few months. He explained that, while other counties have awarded CARES Act Fund Grants based on loss of income, Mifflin County awarded grant funding based on eligible expenses per guidance from the US Treasury. This required small businesses to present supporting documentation for expenses and funding that was received. Through the work of the Planning staff and their partner agencies (Downtown Lewistown, Inc., Juniata River Valley Chamber of Commerce and MCIDC), the applications were reviewed and presented to the Ad Hoc review committee. Once the application was reviewed by the Ad Hoc review committee, the application was then sent to SEDA-COG for their review. After SEDA-COG's final review, the application was presented to the Commissioners for final approval.

Motion was made by Commissioner Postal to approve the CARES Act Fund Grant as presented contingent upon the execution of a sub-recipient agreement. Commissioner Kodish seconded the motion. The motion was unanimously approved.

Mr. Colussy went on to say that there is still a need in the community for small business, non-profit, municipal and broadband relief. With that said, there is a very limited amount of time to expend the funds since the state needs to be notified of all expenditures by November 30, 2020. The legislature will then decide what to do with the unexpended funds. Mifflin County will have until December 31, 2020 to expend the allocations that came in the form of relief grants.

Going through round one, there were several applicants that just missed the qualifications because they had a few more than 25 full-time employees or had slightly over the \$1 Million income cap. He's suggesting that Mifflin County open up a second round of relief grants for the next two weeks (10 business days) using similar terms to round one. The deadline to submit would be the end of the business day on Thursday, November 12, 2020. Applicants will need to submit as soon as possible, and they should have all necessary supporting paperwork submitted with the application. Nick Felice, with MCIDC is available to assist small business owners and non-profits with this process. Mr. Colussy is available to assist municipalities and broadband providers with the application process as well. If round two is approved today, all necessary application documents will be available at www.restoremifflincounty.com. The difference in round two is the income cap, which has been raised to \$1.5 million for small businesses/non-profits. Additionally, the number of employees has been increased to 50 instead of 25. A schedule of expenses will also need to be completed.

Motion was made by Commissioner Kodish to authorize conducting a second round of CARES Act Fund grant applications and open the process immediately for a two-week period. Commissioner Postal seconded the motion. The motion was unanimously approved.

J. Reappointment of Dwight D. Yoder, Belleville, PA to the Mifflin County Airport Authority for a five-year term expiring December 31, 2025

Motion was made by Commissioner Postal to approve the reappointment of Dwight D. Yoder, Belleville, PA to the Mifflin County Airport Authority for a five-year term expiring December 31, 2025. Commissioner Kodish seconded the motion. The motion was unanimously approved.

K. Reappointments to the Mifflin County Solid Waste Authority:

- Carl N. Hartley, Lewistown, PA – three-year term*
- Randy Leister, Lewistown, PA – five-year term*
- David Conner, Lewistown, PA – three-year term*

Motion was made by Commissioner Kodish to approve the reappointments to the Mifflin County Solid Waste Authority. Commissioner Postal seconded the motion. The motion was unanimously approved.

L. Appointments/Reappointments to the Juniata Valley Behavioral and Developmental Services Citizens Advisory Board for three-year terms:

- Lynne Dutcher, Milroy, PA*
- William Gomes, Lewistown, PA*
- Valerie Postal, Lewistown, PA*

Motion was made by Commissioner Postal to approve the appointments/reappointments to the Juniata Valley Behavioral and Developmental Services Citizens Advisory Board for three-year terms. Commissioner Kodish seconded the motion. The motion was unanimously approved.

M. The Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund 2020 Grant Agreement \$37,000.00

Ms. Fisher explained this is a competitive grant we applied for and we've received in past years as well. It will allow for longer case management on the Housing Assistance program that is already being administered with state funds. State funding currently allows for three months of case management, but Ms. Fisher states that is not enough time to see the types of changes that they need to see to have the consumer be productive and able to sustain affordable housing. This program would allow for an additional three months of case management, for a total of six. She sees increased success with the additional amount of case management. She explained she is allowed to spend the funding for up to 18 months, but it is run as a year program because of the way application will be made again next year.

Motion was made by Commissioner Postal to approve the Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund 2020 Grant Agreement \$37,000.00. Commissioner Kodish seconded the motion. The motion was unanimously approved.

N. Personnel:

- Appointment of Emma McClure for an intern in the Children and Youth Department effective January 19, 2021*
- Promotion of Johnna-Kay Bilger-Hoar to Lead LPN at the Correctional Facility effective November 8, 2020*
- Resignation of Voter Registration/Veterans Affairs Clerk Emily Price effective November 6, 2020*

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

IX. Adjournment:

With no other business on the agenda, Chairman Sunderland adjourned the meeting at 9:30 a.m.

Secretary

ATTEST:

Chief Clerk