

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, August 1, 2024 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 Charity Larson.

Guests present were, Treasurer Diane Griffith, Elections Director Paula Hoffman, Human Services Director Melissa Stewart, Jami Glick from Crime Victim Services, Children and Youth Administrator Nicole Patkalitsky, SEDA-Cog Director of Community Development Tyler Dombroski, Cindy Sunderland, Police Officers Phil Callahan and Andre French, and Amaris Fultz and Dakota Schulze 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 July 18, 2024. Commissioner Wise seconded the motion. The motion was unanimously approved.

**IV. Approval of Bills:**

- 1. General Fund, Accounts Payable  
Ck. #'s 147033-147265 and EFT #'s 602054-602068 in the amount of \$628,885.32
- 2. Payroll Account  
Ck. #'s 79874-79882 and Direct Deposit Advice #'s 56918-57146 in the amount of \$430,136.42
- 3. 911 Account  
Ck. #'s 52849-52853 and EFT #'s 80083-80085 in the amount of \$155,099.49
- 4. Liquid Fuels Act 89 Account  
EFT # 8143 in the amount of \$41.36
- 5. CDBG Account  
Ck. # 1748 in the amount of \$1,201.50

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  
7/17/2024-7/30/2024**

<b>General Account Starting Balance</b>	<b>\$379,623.31</b>
<b>DEBITS</b>	
Deposits Receipts #121708-121864	554,114.43
Transfer from 911	0.00
Voided Checks	1,954.30
Transfer from Capital Reserve	1,000,000.00
Interest	0.00
<b>TOTAL DEBITS</b>	<b>\$1,556,068.73</b>
<b>CREDITS</b>	
Bills Paid CK #S147033-147265 EFT #S 602054-602068	628,885.32
Transfer to Payroll CK 79874-79882 DD 56918-57146	430,136.42
Adjustment	0.00
NSF Check	0.00
Transfer to Act 89	0.00
<b>TOTAL CREDITS</b>	<b>\$1,059,021.74</b>
Ending Balance (Interest @ 4.550% as of 7/30/2024)	<b>\$876,670.30</b>
<hr/>	
<b>Capital Reserve Account</b>	
Invested at JV Bank @ 4.550% as of 7/30/2024	\$17,030,996.87
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  
Corrections Consultants, LLC (2 meetings)  
CCAP Community & Economic Development Committee  
Board of Elections  
Housing Rehabilitation Program Review  
CCAP Membership Call  
Department of Human Services Quarterly Meeting  
PA Opioid Trust Workshop  
Workforce/LEO Presentation  
Judge Williams Portrait Hanging Ceremony  
Workshop Meetings  
Internal (Veterans; MCCF; CDBG; Tax Services;  
Personnel; Bridge; Budget)*

*Commissioner Kodish:*

*Board of Elections  
Housing Rehabilitation Program Review  
Worship Meetings  
Department of Human Services Quarterly Meeting  
Corrections Consultants, LLC (2 meetings)  
SEDA-COG Board  
Visitors Bureau board  
Judge Williams Portrait Hanging Ceremony*

*Commissioner Wise:*

*Corrections Consultants, LLC (2 meetings)  
Workshop Meetings  
Housing Rehabilitation Program Review  
Department of Human Services Quarterly Meeting  
Mifflin County Planning Commission  
Board of Elections*

**VII. Public Comment:**

*None*

**VIII. New Business:**

A. Proclamation – National Night Out August 6, 2024

**PROCLAMATION**

**NATIONAL NIGHT OUT 2024**

WHEREAS, Mifflin County National Night Out is held annually on the first Tuesday in August; and

WHEREAS, the Annual National Night Out provides a unique opportunity for Mifflin County to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, Mifflin County National Night Out event will be held on August 6, 2024 at Kish Park from 6:00 p.m. to 9:00 p.m.; and

WHEREAS, it is essential that all citizens of Mifflin County be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs, and violence in Mifflin County; and

WHEREAS, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the National Night Out program;

NOW, THEREFORE WE, the Mifflin County Commissioners do hereby call upon all citizens of Mifflin County to support the Annual National Night Out on August 6, 2024.

Proclaimed this 1<sup>st</sup> day of August, 2024.

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

B. Election Update

Director of Elections Paula Hoffman gave a brief update on the upcoming election noting the following import dates to remember:

November 5, 2024 is Election Day  
October 21, 2024 is the last day to register to vote in the election  
October 29, 2024 is the last day to register for an absentee or mail-in ballot  
No ballots will be mailed out before September 22, 2024 pending printing

Ms. Hoffman also noted voters may register to vote or apply for an absentee or mail-in ballot by obtaining applications through the Mifflin County Elections Office or online at [vote.pa.gov](http://vote.pa.gov).

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

C. Project Modification Request for the Crime Victim Services VOCA Grant

Jami Glick from Crime Victim Services explained that upon budget review they realized they were low in their consultant category. This request is to move money from their supply funds to the consultant category. No additional funds are being requested.

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

D. Designation of the Mifflin County Historical Society as the official historical society for Mifflin County

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

E. Award Notification for the Indigent Defense Grant for the period July 1, 2024 through December 31, 2025 - \$111,973.00

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

F. Three-year Telesystem Service Quote for a dedicated internet circuit at MDJ's Smith and Leister - \$202.00 per month for each office

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

G. One-year Prison HVAC Service Agreement with NRG Building Services, Harrisburg, PA for the period September 1, 2024 through August 31, 2025 - \$17,330.00

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

H. Medical Assistance Transportation Program Participation Grant Agreement and Assurance of Compliance

Transportation Program Director Cindy Sunderland stated the program provided 13,268 trips in MC for the year and spent \$494,749.00. \$47,675.00 will be paid back because of being under budget. The projected budget for the upcoming year is \$548,639.00.

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

I. Local Initiative Support Corporation Agreement with Lewistown Police Department

Human Services Director Melissa Stewart explained this is so police departments can receive reimbursement for attending co-responder trainings. The reimbursement to the Lewistown Police Department will be for \$25,000.00

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

J. Resolution No. 39 of 2024 authorizing the execution and submission of forms and documents to support funding from the USDA Community Facilities CDS for the purpose of the Mifflin County Historical Courthouse Rehabilitation Project

**COUNTY OF MIFFLIN  
COMMONWEALTH OF PENNSYLVANIA**

**RESOLUTION NO. 39 OF 2024**

**RESOLUTION OF MIFFLIN COUNTY, A COUNTY OF THE COMMONWEALTH OF PENNSYLVANIA,  
AUTHORIZING THE EXECUTION AND SUBMISSION OF FORMS AND DOCUMENTS TO SUPPORT  
FUNDING FROM THE USDA COMMUNITY FACILITIES CDS FOR THE PURPOSE OF THE MIFFLIN COUNTY  
HISTORICAL COURTHOUSE REHABILITATION PROJECT**

**Be it RESOLVED**, that the Mifflin County Board of Commissioners hereby had requested and is proceeding to fulfill the grant requirements of the USDA Community Facilities CDS program for the purpose of the Mifflin County Historical Courthouse Rehabilitation Project in Lewistown Borough.

**Be it FURTHER RESOLVED**, that Mifflin County does hereby designate Robert P. Postal, Chairman and Cathy L. Romig, Chief Clerk, as the officials to execute all documents and agreements between Mifflin County and the USDA to facilitate and assist in obtaining the requested grant.

I, Cathy L. Romig, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Mifflin County Board of Commissioners at a regular meeting held August 1, 2024 and said Resolution has been recorded in the Minutes of Mifflin County and remains in effect as of this date.

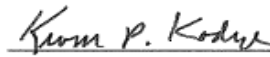
**In WITNESS THEREOF**, I affix my hand and attach the seal of Mifflin County this 1st day of August, 2024.


**ATTEST:**

  
Chief Clerk

**MIFFLIN COUNTY**

  
Chairman

  
Vice-Chairman

  
Secretary

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

- K. Engagement letter with Zelenkofske Axelrod LLC to complete the year end 2023 audit

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

- L. Purchase of Service Agreement for use, if needed, by Children and Youth

Children and Youth Administrator Nicole Patkalitsky presented the following for approval.

- a. Family Care for Children and Youth, Milton, PA at \$66.22-\$75.67 per day
- b. The Summit School, Herman, PA at \$264.50-\$750.42 per day
- c. Baxter & Kipphan, Huntingdon, PA at \$75.00 per hour
- d. Tuscarora Intermediate Unit (Communities That Care), Lewistown, PA at \$139,385.00 for the year
- e. Tuscarora Intermediate Unit (Project Yes, Second Step, Life Skills), Lewistown, PA at \$53.00-\$93.00 per hour

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

- M. Application of County Aid – 2024 Liquid Fuels Allocation:

- Brown Township - \$5,186.00

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

- N. Tyler Dombroski SEDA-Cog Director of Community Development Program

Mr. Dombroski provided updates on the following CDBG projects:

- Newton-Hamilton Bridge Repair – income survey required
- Wayne Township Water Meter Replacement – new meters will be installed in meter pits making meters easier to read and leaks much easier to detect

- Scattered Sites Roof Replacements – nine sites have been identified
- Replacement of GFCI Outlets – approximately 800 receptacles to be replaced in 259 households

O. Personnel:

- Resignation of James Bell from part-time Security/Sheriff Deputy effective July 1, 2024
- Resignation of Logan Wincott from Judicial Assistant effective August 1, 2024
- Promotion of Breanna Hockenberry from Children and Youth Caseworker I to Caseworker II effective August 5, 2024
- Hiring of Jenaya Mellinger for the Director of Fiscal Affairs effective August 5, 2024
- Hiring Leslie Cruz for part-time Corrections Officer effective August 5, 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 9:38 a.m.*

\_\_\_\_\_  
*Secretary*

ATTEST:

\_\_\_\_\_  
*Chief Clerk*