

May 24, 2011

The Juniata County Commissioners met on the above date with Commissioners Jeff Zimmerman and Teresa O'Neal present. Commissioner Shelley was unable to attend. Also attending were – Magisterial District Judges Barbara Lyter and Jacqueline Leister, Solicitor Andrew Winder, Mifflin/Juniata Human Services Director Allison Fisher, Executive Director of Shelter Services, Inc. Wilda Fisher, member of the public Rolf Lotz; Times reporter Paulette Forry, Juniata Sentinel reporter Maria Yohn, and Lewistown Sentinel Reporter Micaiah Bilger.

The meeting was called to order at 10:00 a.m. by Commissioner Zimmerman. A moment of silence was observed followed by the Pledge of Allegiance. On motion of O'Neal/Zimmerman, the Minutes of the May 17th meeting were approved as submitted.

Lyter and Leister were present to give brief updates on their departments. Statistical reports for previous years as well as check registers were submitted for the Commissioners review. O'Neal suggested the Judges review their websites for possible updates.

The commissioners took the following actions:

- On motion of O'Neal/Zimmerman, approved a Declaration of Emergency Storm submitted by Emergency Services Director Allen Weaver.
- On motion of O'Neal/Zimmerman, ratified HazMat check #1092, payable to Ken Hudson in the amount of \$95.42.
- On motion of O'Neal/Zimmerman, approved proclamation No. 2011-6, honoring Wilda Fisher for the Outstanding Community Service Award.
- On motion of O'Neal/Zimmerman, adopted Resolution No. 2011-4 (Mifflin County Resolution No. 2011-3), for a Joint Municipal Waste Management Plan between Mifflin and Juniata Counties.
- On motion of O'Neal/Zimmerman, acknowledged the resignation of Children & Youth Caseworker 1, Keith Forry effective at the close of business on June 3, 2011.
- On motion of O'Neal/Zimmerman approved a Report of Personnel Transactions for Non-State Employees for County Caseworker 1 Keith Forry submitted by Children & Youth Director Helen Henry.
- Tabled a decision on securing a loan for the Landex software for the Register and Recorder's office pending the Solicitor contacting the 1<sup>st</sup> National Bank of Mifflintown to ask for a time extension of their bid to September 1.
- On motion of O'Neal/Zimmerman, approved checks #32,351 through #32,399 in the amount of \$81,321.47.

#### Budget Discussion

O'Neal stated she did not agree with \$339 being taken from the Commissioners' budget for purchase of software for Magisterial District Judge Lyter's office. After discussion, a decision was reached to pay the invoice from the County Improvement Fund..

O'Neal questioned the status of a report she had previously requested for the number of hours worked by part-time employees, by department, for the past 3 years. Zimmerman stated the report should be available later today.

Zimmerman also indicated that he has not yet met with the Treasurer and accounting consultant to review a procedure to address past-due charges.

O'Neal questioned if the County improvement Fund has been updated to reflect funds encumbered for future projects. Zimmerman stated that it has not yet been completed.

O'Neal asked for clarification on the recently adopted Budget Policy. She asked if she was correct in assuming that the department will not be considered over budget until the total budget for that department is exceeded. Zimmerman stated that was correct. The individual line items could exceed amounts budgeted but should the total of all those line items, including payroll, exceed the total department budget, the Commissioners would have to take action.

O'Neal asked that since the Safe Neighborhood grant funds have been exhausted would the total budget for that department still be under budget? Zimmerman stated that it would.

The last item was the SEDA-COG inventory. O'Neal asked the status of the inventory report. Zimmerman suggested the commissioners meet and develop a plan for the next step.

#### Salary Board

- No action was taken.

#### Retirement Board

- No action was taken.

On motion of O'Neal/Zimmerman the regular Board of Commissioners meeting recessed at 10:37 a.m. and adjourned at 11:00 a.m.

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Jeffrey M. Zimmerman, Chairman

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Dale S. Shelley, Vice Chairman

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Teresa J. O'Neal, Secretary

Submitted for Approval  
Sherlyn Mosebey