

September 23, 2014

The Juniata County Commissioners met on the above date with Commissioners Jeff Zimmerman and Teresa O’Neal present. Also attending were Sentinel reporter Julianne Cahill, Juniata Sentinel reporter Maria Yohn, Mifflin–Juniata Human Services Director Allison Fisher, Juniata County Planning Director Bradley W. Kerstetter and Amy Davis representing SEDA-COG.

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 a motion by O’Neal and a second by Zimmerman, the Minutes of the September 16, 2014 meeting were unanimously approved as submitted.

There being no public comment, the Commissioners took the following actions:

- The Commissioners reviewed the August 2014 “Adult & Juvenile Probation Report” as prepared by Michelle A. Beaver, Chief Probation Officer.
- The Commissioners listened to a presentation by Amy Davis regarding the following two items:
  - A recommendation to modify the 2013 CDBG budget to cover a pump station project on 3rd and 4th Streets in Port Royal Borough.
  - A recommendation regarding the 2014 CDBG initial project selection.

Details regarding the 2014 CDBG initial project selection are as follows:

Estimated Funds Available	
FFY 2014	\$222,894
Administration 18%	<u>\$40,121</u>
<b>Net Total</b>	<b>\$182,773</b>

The area of Mifflintown Borough along Washington Avenue is served by a 4" diameter cast iron water main that is at least 70 years old. This project will include replacement of approximately 920 feet of water main and replacement of individual service lateral connections from the main to the curb line where they will be reconnected. The project also includes the restoration of the PennDOT highway in accordance with state regulations. The project is an eligible activity and after completion of an income survey of the residents affected by the project, the LMI is 84.36%.

It was subsequently moved by O’Neal and seconded by Zimmerman to approve a 2013 CDBG budget modification of \$98,000.00 to cover a pump station project on 3rd and 4th Streets in Port Royal Borough as recommended by Amy Davis of SEDA-COG. The motion was unanimously carried.

The SEDA-COG presentation and subsequent budget modification vote constituted the CDBG public hearing.

- It was moved by O’Neal and seconded by Zimmerman to approve the following contracts as submitted by Allison Fisher, Human Services Director.
  - The 2013 amended “Sub-Recipient Contract Between the Union-Snyder Community Action Agency and the Juniata County Commissioners” for a sum of \$55,950.00.
  - The 2014 “Sub-Recipient Contract Between the Union-Snyder Community Action Agency and the Juniata County Commissioners” for a sum of \$44,450.00.
  - The 2014 “Grant Agreement for the Homeless Assistance Program” at a total cost of \$1,909.00 for grant administration.

The motion was unanimously carried.

- It was moved by O’Neal and seconded by Zimmerman to approve the execution of the State Fiscal Year 2104-2015 “Hazardous Material Response Fund Grant” as submitted by Allen Weaver, Emergency Services Director. The motion was unanimously carried.
- It was moved by O’Neal and seconded by Zimmerman to approve the hiring of Rick F. Baublitz to fill the position of Deputy Sheriff effective October 13, 2014 as recommended by H. Thomas Lyter, Sheriff. Wage and benefits will be as per the current bargaining unit contract. Deputy Baublitz replaces Josh Stimeling who resigned. The motion was unanimously carried.
- It was moved by O’Neal and seconded by Zimmerman to approve hiring Shawn Baumgardner as a casual, part-time deputy sheriff to replace Rick F. Baublitz effective October 13, 2014 as recommended by H. Thomas Lyter, Sheriff. This position is classified “part-time” at less than 1000 hours per year and, as such, does not qualify for membership in the County’s Retirement Fund as outlined in the Juniata County Employee’s Retirement System Plan. The starting wage is \$12.27 per hour. The motion was unanimously carried.
- It was moved by O’Neal and seconded by Zimmerman to approve a request for liquid fuel funds from Spruce Hill Township for \$3,207.74. Prior to a second, it was discovered that the fund request had been incorrectly listed on the agenda. As a result, Commissioner O’Neal withdrew her motion. It was then moved by O’Neal and seconded by Zimmerman to approve a request for liquid fuel funds from Spruce Hill Township for \$2,485.87. The motion was unanimously carried.

- It was moved by O’Neal and seconded by Zimmerman to approve the following purchase of service agreements between Juniata County Children and Youth Services, the Juniata County Probation Department and the entities listed as submitted by Robyn Ventresca, Children & Youth Fiscal Assistant. The term of each agreement is July 1, 2014 through June 30, 2015 inclusive.
  - The Bair Foundation of Pennsylvania
  - White Deer Run, Inc.

The motion was unanimously carried.

- It was moved by O’Neal and seconded by Zimmerman to approve the use of the County Records Improvement Fund to purchase one Fujitsu fi-7160 Document Scanner at a total cost of \$929.99 for the Register and Recorders office as submitted by Alicia Seigler, Register and Recorder. The motion was unanimously carried.
- It was moved by O’Neal and seconded by Zimmerman to approve the agreement with Wilson Consulting Group, PC to perform condition inspections on short span bridges (less than 20 feet) at an estimated cost of \$24,000.00. The Commissioners explained that the purpose of the agreement was to begin a systematic process of identifying bridges eligible for Act 13 funds. The motion was unanimously carried.
- It was moved by Zimmerman and seconded by O’Neal to approve the following two policies:
  - No. 503 Harassment
  - No. 504 Violence in the Work Place

Commissioner O’Neal explained that new updated policies on these two topics are necessary for a variety of reasons, not the least of which is upcoming staff training. She also mentioned that scheduled staff trainings will be fully funded through a PCorp grant the County was recently awarded. Chairman Zimmerman thanked Commissioner O’Neal for her hard work on the policies and her efforts in coordinating the staff trainings. There was a call for the vote and the motion was unanimously carried.

- It was moved by O’Neal and seconded by Zimmerman to approve checks #41195 – 41217 in the amount of \$116,501.79. The motion was unanimously carried.

There being no further business, it was moved by O’Neal and seconded by Zimmerman to adjourn at 10:22 a.m. The motion was unanimously carried.

II. Salary Board – No business scheduled.

III. Retirement Board – No business scheduled.

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Jeffrey M. Zimmerman, Chairman

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Teresa J. O’Neal, Secretary

Submitted for Approval  
S. James Bahorik, County Administrator