

*Juniata County*  
**COMMISSIONERS' BOARD MEETING**  
December 6, 2022 10:00 a.m.

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**I. Commissioners' Agenda**

- A. Call to Order
  - B. Moment of Silence
  - C. Pledge of Allegiance
  - D. Approval of the November 29, 2022 Minutes
  - E. Public Comment
  - F. Meetings and Events
  - G. New Business
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1. Approve an agreement between Juniata County and Empire Communications Systems, Inc. to install a new sound system in the main courtroom of the Juniata County Courthouse at a cost of \$47,524.00. The new system will be covered under Empire's Silver support for a one-year period after installation. The cost of this support is \$2,340.00 and is included in the total purchase price.
  2. Approve the U.S. Department of Homeland Security Federal Fiscal Year 2022 State Homeland Security Grant Program Agreement entered by and between the Commonwealth of Pennsylvania ("Commonwealth"), acting through the Pennsylvania Emergency Management Agency ("PEMA"), and the South-Central Mountains Regional Counter Terrorism Task Force ("Subrecipient") as recommended by Allen Weaver, Emergency Management Agency Director. The term of the agreement is September 1, 2022 to November 30, 2025.
  3. Re-appoint the following individuals to serve as department heads for fiscal year 2023.
    - S. James Bahorik – County Administrator / Chief Clerk
    - Leah E. Strawser – Accounts Payable Director
    - Jamie S. Imes – Human Resources Director
    - Donald K. Zagurskie – Solicitor
    - Michael J. Hower – GIS and Assessment Director
    - Aaron R. Miller – Chief Assessor
    - Brenda Varner – Tax Claim Director
    - Ashley J. Baxter – Children & Youth Services Director
    - Allen Weaver – Emergency Management Administrator and 911 Center Director
    - Bradley W. Kerstetter – Planning and Community Development Director
    - Dennis R. Hutchings – Veterans Affairs Director
    - Eva Weyrich – Voter Registrar
    - Rich Fisher – Maintenance Director
  4. Approve the reappointment of the following individuals to four-year terms on the Juniata County Conservation District Board of Directors effective January 1, 2023. Both individuals were nominated by the West Branch Crop Management Association, the Pomona Grange #35, and Penn State Extension.
    - Mr. Jeff Frymoyer of 112 Smith Road, McAlisterville, PA 17049 (Public Director). There were no other nominees for the Public Director position.
    - Mr. Eric Brubaker of 335 Double B Road, Mifflintown, PA 17059 (Farmer Director). There were no other nominees for the Farmer Director position.

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5. Acknowledge the resignation of Heather A. Yohn from her position as a Fiscal Assistant with the Juniata County Children and Youth Services Department effective as of the end of business on September 6, 2022.
6. Approve the board and committee appointments for fiscal year 2023 as per the following chart.

<b>ORGANIZATION 2022</b>	<b>Alice Gray</b>	<b>Todd Graybill</b>	<b>Mark Partner</b>	<b>Jim Bahorik</b>
Area Agency on Aging Board	X			
Agland Preservation Board		X		
Behavioral and Developmental Services Advisory Board	X			
CCAP Deferred Compensation				X
Call A Ride Board	X			
Chamber of Commerce		X		
Community Services Block Grant	X			
Conservation District Board		X		
Council of Agencies	X			
Emergency Food and Shelter Program	X			
Human Services and Development Fund			X	
Juniata Valley Visitors Bureau	X			
Local Emergency Planning Commission	X	X	X	
Mifflin-Juniata Regional Services Board			X	
PCHIP				X
Natural Gas Co-op		X		
PCorp			X	
Prevention Grant Committee	X			
Prison/Inmate Liaison		X		
PSU Agriculture Extension			X	
SEDA-COG Board of Directors			X	
South Central Investment Board	X			
State Emergency Food Committee	X			
Tri-County BDS Executive Committee	X			

7. Approve payment of checks #66493 - #66520 in the amount of \$102,300.62.
8. Reappoint / appoint the following individuals to three-year terms on the Juniata County Agricultural Land Preservation Board of Directors effective January 1, 2023 as recommended by Christopher B. Snyder, Program Administrator.
  - o Glen Henry, Agricultural Member (8682 Groninger Valley Rd., Port Royal).
  - o Joseph Peoples, Member at Large (5102 Rt 235, McAlisterville).
  - o Jeremy Dobbin, Member at Large (2 N. Main St., Mifflintown). This is an appointment to replace Tina Shirey who is an outgoing member.
9. Review the following November 2022 departmental report:
  - o "Treasurer's Report" as submitted by the Treasurer's Office.
10. Adopt a tentative budget for fiscal year 2023 and set the real-estate millage rate.

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## **II. Salary Board**

1. Approve modifying Donald K. Zagurskie, Esquire's position as the County Solicitor to include full benefits effective January 1, 2023.
2. Approve appointing Nancy Schrum to the position of Public Defender as a full-time employee and set the annual wage to be effective January 1, 2023.
3. Create the position of Deputy Director of Children & Youth Services and set an annual wage effective January 1, 2023.
4. Approve a change in employment status for Mandy N. Noss from Program Specialist within the Juniata County Children and Youth Services Department to the position of Deputy Director effective January 1, 2023. This action is designed to reflect management duties currently being performed by Ms. Noss.
5. Approve rebalancing the current wages for the following positions within the Juniata County Children and Youth Services Department effective January 1, 2023.
  - Casework Supervisor (2<sup>nd</sup> Position)
  - Fiscal Technician Supervisor
6. Approve increasing the weekly "on-call" pay for Children and Youth Services (CYS) non-bargaining unit employees to \$375.00 effective January 1, 2023. This adjustment reflects the weekly rate currently being paid to CYS bargaining unit employees for "on-call" duties.
7. Approve an annual wage increase for non-union positions falling under the County Commissioners for fiscal year 2023.
8. Approve annual wage increases for non-union positions for fiscal year 2023 in separate Salary Boards for those elected officials who are available.

## **III. Retirement Board**

1. Approve the 2022 Annual Required Contribution (ARC) payment to the Juniata County Retirement Fund in the amount of \$346,637.00.
2. Approve and authorize a Fiscal Year 2023 interest rate for the Employee's Retirement Fund account.